



City of Pekin

REGULAR CITY COUNCIL MEETING MONDAY, JANUARY 13, 2025 5:30 PM

-
- 1. Pledge of Allegiance Led By Terri Gambetti and Gary Gillis**

 - 2. Call to Order**

 - 3. Approve Agenda**

 - 4. Approval of Minutes**
 - 4.1. City Council - Regular Meeting - December 9, 2024 5:30 PM

 - 5. Public Input**

 - 6. Consent Agenda**
 - 6.1. Financial Reports November 2024
 - 6.2. Accounts Payable Paid Proof List thru January 7, 2025
 - 6.3. Pekin Fire Department Monthly Incidents December 2024
 - 6.4. Police Department Monthly Statistics-November 2024
 - 6.5. Police Department Monthly Statistics-December 2024
 - 6.6. Building Department Permit Report December 2024
 - 6.7. Receive and File Traffic Safety Committee November 2024 Meeting Minutes
 - 6.8. Receive and File Submittals for the RFP for the Acquisition and Development of the 57 Acre City Owned Property on Hanna Drive
 - 6.9. Receive and File Bids for Airport Fuel Tank Replacement
 - 6.10. Receive and File Submittals for RFP for Wage Compensation Study
 - 6.11. Receive and File Payment to Supreme Radio Communications, Inc. for Installation of Emergency Communication Equipment.

7. Communications, Petitions, Reports

- 7.1. City of Pekin Bicentennial - Terri Gambetti and Gary Gillis

8. Executive Session 5 ILCS 120/2 (c) 6. The Setting of a Price for Sale or Lease of Property Owned by the Public Body

9. New Business

- 9.1. Ordinance No. 4262-24/25 Approving an Option and Sale Agreement with Ambient Fuels for the Sale and Development of City-Owned Property at 300 Hanna Drive
- 9.2. Resolution No. 224-24/25 Adopting Policy No. 29, Hotel Incentive Policy
- 9.3. Resolution No. 225-24/25 Approving a Service Agreement with MGT of America Consulting, LLC (formerly GovHR) to Perform a Wage Compensation Study
- 9.4. Ordinance No 4263-24/25 Approving Lease Agreement with State of Illinois Department of Natural Resources
- 9.5. Ordinance No. 4264-24/25 Approving a Pekin Court Street Tax Increment Financing (TIF) District Redevelopment Agreement with Robert J. and Kimberly Stanley
- 9.6. Ordinance No. 4265-24/25 Approving Purchase of Property at 1013 Court Street
- 9.7. Resolution No. 426-24/25 **226-24/25** Updating Policy No. 7 City of Pekin Policy for Funding the Fire Pension Fund & Policy No. 14 - City of Pekin Policy for Funding the Police Pension Fund
- 9.8. Ordinance No. 4266-24/25 Rejecting All Bids Submitted for the Airport Fuel Tank Replacement Project

10. Executive Session 5 ILCS 120/2 (c)

- 10.1. 2. Collective Negotiating Matters Between the Public Body and Its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees
- 10.2. 5. The Purchase or Lease of Real Property for the Use of the Public Body
- 10.3. 6. The Setting of a Price for Sale or Lease of Property Owned by the Public Body

11. Any Other Business To Come Before The Council

- 11.1. Budget Presentations: Fire Department, Foreign Fire Fund, Tourism Fund, City Clerk's Office, and General Budget Discussion.

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, DECEMBER 9, 2024 AT 5:30 PM
MAYOR MARY J. BURRESS PRESIDING**

Pledge of Allegiance

The Pledge of Allegiance was led by Council Member Abel.

Call to Order

City Clerk, Ms. Sue McMillan, confirmed all Council Members were physically present and logged in.

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	Present	5:30 PM
John P Abel	City of Pekin	Council Member	Present	5:30 PM
Chris Onken	City of Pekin	Council Member	Absent	-:--

Approve Agenda

Approval of Minutes

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

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

Public Input

Mr. John McNish expressed several concerns, beginning with safety issues related to nonfunctional lighting on the ADA ramp at City Hall, which he stated violates compliance standards. He criticized various council actions, including resolutions allowing the destruction of historical buildings, increasing utility and waste rates, limiting public input, and diverting funds from police and fire pensions through TIF districts. He also questioned decisions related to property purchases, unbalanced budgets, and changes to purchasing policies. Mr. McNish expressed frustration with the relocation of homeless services to the South Side, claiming it burdens residents, and voiced skepticism about the hiring of the new city attorney and potential staff conflicts of interest. He encouraged residents to evaluate candidates in the upcoming election.

Consent Agenda

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

- 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

Unfinished Business

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

RESULT:	TABLED TO JANUARY 27, 2025 (UNANIMOUS)
MOVER:	Council Member Lloyd Orrick
SECONDER:	Council Member John Abel
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Council Member Hilst, Council Member Orrick,

	Mayor Pro Tem Hohimer
ABSENT:	Council Member Onken

A motion was made by Council Member Nutter seconded by Council Member Orrick to adopt and approve Ordinance No. 4242-24/25 Requiring the Registration of Properties that are Vacant or Foreclosed.

City Manager John Dossey and Economic Development Director Josh Wray provided updates on revisions made in response to input from the Peoria Area Association of Realtors (PAR). Key changes included exemptions for properties actively for sale and ensuring registration applies to banks post-foreclosure, not to pre-foreclosure owners.

Council members raised questions about how the ordinance would address properties under renovation, rentals between tenants, and sale-by-owner situations. Additional concerns included clarity on property maintenance standards and the fairness of registration fees and outstanding fines when properties change ownership. Council members agreed more work was needed to refine the language.

Ultimately, a motion by Council Member Orrick, seconded by Council Member Abel, passed to table the ordinance for further review, with plans to revisit it during the January 27, 2025, Council Meeting.

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 Terminus of Brenkman Drive

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, Council Member Orrick, Mayor Pro Tem Hohimer
ABSENT:	Council Member Chris Onken

The Council considered Ordinance No. 4261-24/25, which proposes a third amendment to the purchase and sale agreement with Illinois American Water for city-owned property east of the current terminus of Brenkman Drive. City Manager John Dossey explained that Illinois American Water has not yet completed the necessary soil boring to confirm the site’s suitability for a water tank. They anticipate completing the assessment by February 15, 2025, and have requested an extension of the due diligence period until that date. Staff

recommended approval of the ordinance to accommodate the request.

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

RESULT:	PASSED (4 TO 2)
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 Hilst, Mayor Pro Tem Hohimer
NAYS:	Council Member Nutter, Council Member Orrick
ABSENT:	Council Member Onken

The Council considered Resolution No. 218-24/25, which proposes extending the agreement with Middle America Government Consulting, Inc. for consulting services to address ongoing financial challenges and process improvements. City Manager John Dossey outlined the consultant's critical role over the past two years, particularly in resolving audit backlogs, improving financial processes, and addressing compliance risks. He emphasized the importance of maintaining the consultant's expertise until the finance department is fully stabilized and a junior accountant can be hired. Staff recommended extending the contract by up to 12 months, with a two-week termination clause if needed.

Mayor Burress stated significant progress made under the consultant's guidance, including addressing pension debt and improving the city's financial standing, and expressed gratitude for their contributions.

Council Member Orrick suggested modifying the contract to a six-month term ending on June 30, 2025, instead of the proposed 12-month extension. Council Member Orrick emphasized that shorter deadlines could improve efficiency while allowing flexibility for future extensions if necessary. Council Member Nutter seconded the motion, emphasizing the need for clear goals and accomplishments within the contract term.

RESULT:	Failed (4 TO 2)
MOVER:	Council Member Orrick
SECONDER:	Council Member Nutter
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Hilst, Mayor Pro Tem Hohimer
NAYS:	Council Member Nutter, Council Member Orrick
ABSENT:	Council Member Onken

Finance Consultant Bob Grogan provided an in-depth update on the Finance Department's progress and ongoing challenges. He noted that the department, under Finance Director Eric Drubowski's leadership, is well-positioned to sustain operations but continues to address historical backlogs

and procedural improvements. Mr. Grogan explained the need for further policy development, including the completion of a reserve policy and enhancements to internal procedures, which are essential for long-term stability. He also discussed compliance with the 2023 Audit, citing work related to new Governmental Accounting Standards Board (GASB) requirements for leases, which requires extensive research and adjustments for accurate financial reporting. Mr. Grogan continued to explain the importance of streamlining processes, such as payroll, to enhance efficiency. He outlined the plan to transition to a junior accountant once foundational improvements are complete, reducing the need for his expertise. Mr. Grogan stated that the consulting agreement allows for flexibility, with a two-week termination notice and task-based assignments, ensuring cost control. He acknowledged a natural decline in his hours as the department stabilizes, given other professional commitments.

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

RESULT:	PASSED (4 TO 2)
MOVER:	Council Member Dave Nutter
SECONDER:	Council Member Lloyd Orrick
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Mayor Pro Tem Hohimer
NAYS:	Council Member Hilst, Council Member Orrick
ABSENT:	Council Member Onken

Resolution No. 219-24/25 was presented for the approval of a second amendment to the agreement with Cruce Aviation, LLC for managing operations at the Pekin Municipal Airport. City Manager John Dossey explained the need for an interim manager as the City's permanent Airport Manager remains on military leave. He stated that Mike Cruce, the owner of Cruce Aviation, has performed satisfactorily and recommended extending the contract for up to two years. The terms include a weekly pay increase from \$1,275 to \$1,375 starting January 1, 2025, and up to \$1,400 starting January 1, 2026, with a provision to adjust to an hourly rate as needed.

Council Member Hilst raised concerns regarding the salary increases, noting they average about 8% annually, which he deemed high compared to other city employees. He questioned whether 15 hours a week is sufficient for managing airport operations, given that the position historically required full-time hours. City Manager Dossey acknowledged the concern but stressed the need for a transitional period when the permanent manager returns to ensure they are up to speed on current projects.

Mayor Burress commended Mr. Cruce for his contributions, emphasizing that the airport is growing and improving under his management. Mr. Dossey

further explained the complexities of managing agreements with IDOT and the FAA, supporting the need for Mr. Cruce to remain involved during the transition.

Council Member Orrick questioned the contract's language, specifically that it names Cruce Aviation, LLC rather than Mike Cruce personally. He expressed concerns that the business could designate someone else to perform the airport manager's duties. Interim Airport Manager Mike Cruce clarified that while his business can delegate non-managerial tasks, he is solely responsible for management duties.

City Attorney Jim Vasselli proposed amending the contract to state that Mr. Cruce himself would perform management duties, with pre-approved designees handling other tasks. Council Member Orrick agreed with the amendment and made a motion, seconded by Council Member Nutter to amend the contract. However, the motion to amend resulted in a tied vote and therefore failed.

RESULT:	Failed (4 TO 2)
MOVER:	Council Member Dave Nutter
SECONDER:	Council Member Lloyd Orrick
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Mayor Pro Tem Hohimer
NAYS:	Council Member Hilst, Council Member Orrick
ABSENT:	Council Member Onken

Council Member Nutter inquired about succession planning if unforeseen circumstances prevented Mr. Cruce from fulfilling the contract. City Attorney Vasselli explained that the contract would terminate in such cases, as no other representative could perform the duties. Further clarification addressed Council Member Orrick's concern about a potential sale of Cruce Aviation, with City Attorney Vasselli confirming that the agreement's no-assignment clause prevents such a transfer.

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

RESULT:	FAILED (3 TO 3)
MOVER:	Council Member Dave Nutter
SECONDER:	Council Member Lloyd Orrick
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Mayor Pro Tem Hohimer
NAYS:	Council Member Nutter, Council Member Hilst, Council Member Orrick
ABSENT:	Council Member Onken

In the discussion regarding Resolution No. 220-24/25, Mr. Josh Wray, Economic Development Director, outlined updates to the city's procurement policy, developed collaboratively with key staff, including the CDBG Manager, City Engineer, and finance team. The revisions aim to resolve contradictions and improve clarity without altering spending thresholds or core processes. He noted key changes, including the City Manager's authority to enter energy contracts under specific conditions, with Council notified and retaining oversight. A new retail purchasing provision allows direct purchases of publicly priced items, such as equipment, without requiring a formal RFP process, maintaining transparency through documentation. The policy also removes the requirement for mandatory newspaper notices for procurement postings, favoring a centralized online page and other digital platforms to reduce costs and expedite processes. Mr. Wray invited Council feedback on these adjustments and noted the option to reinstate newspaper notices if preferred. Mr. Wray also added that a revision to Section 4.1.7 of the procurement policy, which introduces a requirement for the purchasing agent to determine predetermined weights for evaluating goods or services in sealed bid processes. This ensures that items or services with higher importance or cost in a contract, such as significant construction components, are given appropriate consideration in bid evaluations. This change was initially intended as an amendment but has now been incorporated into the broader policy update for clarity and fairness in the evaluation process.

Council Member Nutter raised concerns about eliminating newspaper notices, questioning the effectiveness of relying solely on the city website for procurement postings and suggesting the need for a standardized RFP process and centralized records managed by the City Clerk.

Council Member Hohimer supported modernizing procedures, emphasizing that businesses should adapt to digital methods.

Finance Consultant Bob Grogan added that the changes would also reduce the administrative burden on the Clerk's office, while City Clerk Sue McMillan and Mayor Burress echoed concerns about the costs and limited effectiveness of newspaper notices.

Discussions also addressed energy procurement, with Council expressing frustration over past vendor miscommunications and emphasizing the importance of clear communication with residents about opt-out options for aggregation programs.

Additional feedback centered on procurement thresholds for service contracts, with a preference for basing evaluations on the total contract value rather than annual costs.

After extended discussion and input, the motion to approve the policy update

failed.

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

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

City Manager John Dossey presented Resolution No. 221-24/25, which proposes adopting City Policy No. 28, the Outstanding Check Policy. He explained that the policy is based on a recommendation from external auditors and aligns with state law, which mandates unclaimed checks be transferred to the State Treasurer after three years. Claimants may recover funds from the State Treasurer's Office after the transfer. While the City already complies with these requirements, this policy aims to formalize the process.

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

RESULT:	FAILED (3 TO 3)
MOVER:	Mayor Pro Tem Karen Hohimer
SECONDER:	1st Alternate Mayor Pro Tem John Abel
AYES:	Council Member Nutter, Council Member Hilst, Council Member Orrick
NAYS:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Mayor Pro Tem Hohimer
ABSENT:	Council Member Onken

City Manager John Dossey introduced Resolution No. 222-24/25, proposing a public question on the April 1, 2025, consolidated election ballot regarding whether the City should retain the 1% grocery tax previously approved by the City Council. This tax, which does not impose a new burden on grocery shoppers, generates approximately \$1.5 million annually for the City. Mr. Dossey emphasized that eliminating the tax would result in significant revenue loss, compounding reductions in state disbursements and increasing pension obligations. He noted that further revenue reductions could necessitate cuts to public services or delays in projects.

Council Member Hilst, who made the motion to put the referendum on the ballot, argued in favor of giving the public an opportunity to express their opinion through the advisory referendum. He emphasized that this would

provide a better understanding of community sentiment. Council Member Hilst cited Illinois Department of Revenue data suggesting that the revenue impact might be less severe than projected, as not all taxable goods would be affected by the grocery tax elimination. He also expressed frustration that past attempts to solicit public opinion on various matters had been dismissed and criticized some Council Members for being unwilling to hear constituent views.

Mayor Burress responded strongly to Hilst's comments, defending the Council's commitment to making hard decisions and rejecting the suggestion that they were afraid to hear public input. Mayor Burress acknowledged past financial challenges and affirmed the necessity of current policies, including the utility taxes, as hard but necessary decisions.

Council Member Hohimer expressed a strong stance against the referendum, sharing detailed reasoning with the public. Council Member Hohimer emphasized that the grocery tax is modest but essential, contributing to infrastructure improvements, public safety funding, and pension obligations. She pointed out that many non-residents also contribute to this tax, amplifying its benefit to Pekin. While acknowledging the appeal of tax relief, Council Member Hohimer argued that the long-term consequences of losing this revenue would hinder the City's progress and is not a trade-off she supports. She stated her intent to vote against the referendum, prioritizing what she believes is best for the community.

Council Member Abel also opposed the referendum, citing public misconceptions about the grocery tax and its importance to the city's financial stability.

Council Member Orrick provided a broader perspective, reminding attendees that the referendum is advisory. He reflected on past financial decisions, including high salaries for city managers, raises for department heads, and suggested that the City Council's prior choices may have contributed to some of the City's financial challenges.

Council Member Nutter questioned whether the Council would act on the referendum results if a majority of voters opposed the tax. He challenged the Council to identify potential budget cuts to offset the lost revenue, asserting that tough decisions may soon be unavoidable.

Mayor Burress concluded by thanking Council Members Abel and Hohimer for their dedication to making difficult decisions and called for a vote. The motion failed.

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

A motion was made by Council Member Orrick seconded by Council Member Abel to move into Executive Session to discuss 5 ILCS 120/2(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 at 7:15 PM. On roll call vote all present voted Aye. Motion passed.

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

9.2. c(1) Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees of the Public Body

City Attorney Vasselli announced Council would not be discussing 5 ILCS 120/2 c(1) Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees of the Public Body.

New Business Continued

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

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

Council Member Nutter inquired whether the costs associated with the agreement would be addressed in the current budget or postponed until the next budget cycle, potentially requiring a budget amendment.

Finance Director Eric Dubrowski responded that a budget amendment might be necessary and stated that planning for the agreement would be integrated into the upcoming budget cycle. He also mentioned exploring options to either centralize or decentralize various related costs.

Any Other Business To Come Before The Council

Police Chief Seth Ranney took a moment to thank everyone involved in recent

community events, including Shop with a Hero and Battle of the Bells with the Fire Department supporting the Salvation Army. He noted that through generous donations, gifts were purchased for 100 children, and highlighted the participation of police officers, firefighters, and EMT representatives. He praised the generosity of Pekin residents, stating the events showcased the community's spirit of giving.

City Manager John Dossey wished everyone a Merry Christmas and Happy New Year, reflecting on the year's swift passage and inviting individuals to stop by before his office closes for the holidays on December 23.

Council Members Hilst, Abel, Hohimer, Nutter, and Orrick joined in expressing holiday wishes, encouraging safety, enjoyment, and supporting local businesses during the shopping season.

Mayor Burress echoed the holiday sentiments and shared an update about a major grant secured for a \$3.6 million street project on Broadway Street, from Parkway Drive to 14th Street. She noted that the Tri-County Regional Planning Commission approved \$2.88 million in funding for the project.

Adjourn

There being no further business to come to the Council a motion was made by Council Member Orrick seconded by 1st Alternate Mayor Pro Tem Abel to adjourn the meeting. Motion carried viva voice vote. Mayor Burress adjourned the meeting at 7:24 PM.



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
100-001-510100	Salary: Elected Officials	\$ 50,000.28	\$ 4,166.69	\$ 29,166.83	\$ 20,833.45	58.33%
100-001-511600	Salary: All Personnel	\$ 109,887.71	\$ 11,106.42	\$ 67,820.61	\$ 42,067.10	61.72%
100-001-515500	Vacation Pay	\$ 12,346.93	\$ 1,681.69	\$ 3,870.42	\$ 8,476.51	31.35%
100-001-515600	Holiday Pay	\$ 6,173.47	\$ 476.20	\$ 1,904.80	\$ 4,268.67	30.85%
100-001-515800	Sick Pay	\$ 7,408.16	\$ 1,021.69	\$ 1,383.38	\$ 6,024.78	18.67%
100-001-517000	Oasdi/city Share 6.2%	\$ 8,420.61	\$ 1,141.71	\$ 6,281.76	\$ 2,138.85	74.60%
100-001-517001	Medicare/city Share 1.45%	\$ 1,969.34	\$ 267.05	\$ 1,469.17	\$ 500.17	74.60%
100-001-517401	IMRF	\$ 8,855.22	\$ 959.84	\$ 4,916.38	\$ 3,938.84	55.52%
100-001-518000	Group Insurance	\$ 16,603.76	\$ 2,704.82	\$ 19,216.80	\$ (2,613.04)	115.74%
100-001-518300	Workers Comp Insurance	\$ 1,500.00	\$ 1,488.11	\$ 1,488.11	\$ 11.89	99.21%
	Personnel	\$ 223,165.48	\$ 25,014.22	\$ 137,518.26	\$ 85,647.22	61.62%
100-001-519000	Training And Education	\$ 10,000.00	\$ 35.00	\$ 4,121.39	\$ 5,878.61	41.21%
	Training & Education	\$ 10,000.00	\$ 35.00	\$ 4,121.39	\$ 5,878.61	41.21%
100-001-520200	Office Supplies	\$ 400.00	\$ -	\$ 108.27	\$ 291.73	27.07%
100-001-520400	Postage	\$ 100.00	\$ 26.58	\$ 47.88	\$ 52.12	47.88%
	Supplies & Materials	\$ 500.00	\$ 26.58	\$ 156.15	\$ 343.85	31.23%
100-001-518100	Liability Insurance Premiums	\$ 14,000.00	\$ 14,177.29	\$ 14,177.29	\$ (177.29)	101.27%
100-001-524000	Lease/rental Of Equipment	\$ 7,440.00	\$ 271.22	\$ 1,084.46	\$ 6,355.54	14.58%
100-001-538000	Maintenance Agreements	\$ -	\$ -	\$ 1,446.67	\$ (1,446.67)	0.00%
100-001-551600	Dues And Subscriptions	\$ 4,000.00	\$ 2,000.00	\$ 2,747.50	\$ 1,252.50	68.69%
100-001-598100	Public Relations	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
	Contractual Services	\$ 26,440.00	\$ 16,448.51	\$ 19,455.92	\$ 6,984.08	73.59%
100-001-587100	Office Equipment & Furniture	\$ 200.00	\$ -	\$ 218.10	\$ (18.10)	109.05%
	Capital Outlay	\$ 200.00	\$ -	\$ 218.10	\$ (18.10)	109.05%
100-001-551000	Printing And Publications	\$ -	\$ -	\$ 866.89	\$ (866.89)	0.00%
100-001-554200	Meals Lodging	\$ -	\$ 83.14	\$ 154.47	\$ (154.47)	0.00%
100-001-599000	Miscellaneous	\$ -	\$ -	\$ 297.00	\$ (297.00)	0.00%
	Other Expenditures	\$ -	\$ 83.14	\$ 1,318.36	\$ (1,318.36)	0.00%
001	Administration	\$ 260,305.48	\$ 41,607.45	\$ 162,788.18	\$ 97,517.30	62.54%
100-003-560600	Corporate Counsel Fees	\$ 250,000.00	\$ 35,854.95	\$ 208,800.16	\$ 41,199.84	83.52%
100-003-561001	Legal Services - Police Labor	\$ 15,000.00	\$ 15,560.48	\$ 62,013.32	\$ (47,013.32)	413.42%
100-003-561002	Legal Services - Fire Labor	\$ 5,000.00	\$ -	\$ 1,761.17	\$ 3,238.83	35.22%
100-003-561003	Legal Services - Teamsters	\$ 20,000.00	\$ 4,416.10	\$ 9,273.68	\$ 10,726.32	46.37%
100-003-561004	Admin Hearing Officer	\$ 10,000.00	\$ 1,650.00	\$ 7,900.00	\$ 2,100.00	79.00%
100-003-561005	Legal Services - ADA	\$ -	\$ 559.00	\$ 3,375.50	\$ (3,375.50)	0.00%
	Contractual Services	\$ 300,000.00	\$ 58,040.53	\$ 293,123.83	\$ 6,876.17	97.71%
003	Legal	\$ 300,000.00	\$ 58,040.53	\$ 293,123.83	\$ 6,876.17	97.71%
100-004-451600	Dog Reclamation Fees	\$ 5,000.00	\$ 400.00	\$ 3,275.00	\$ 1,725.00	65.50%
100-004-452100	Liquor License App Fees	\$ 750.00	\$ -	\$ 150.00	\$ 600.00	20.00%
	Fees/Charges For Service	\$ 5,750.00	\$ 400.00	\$ 3,425.00	\$ 2,325.00	59.57%
100-004-463700	Liquor Fines	\$ 500.00	\$ -	\$ 500.00	\$ -	100.00%
	Fines And Forfeitures	\$ 500.00	\$ -	\$ 500.00	\$ -	100.00%
100-004-420100	Liquor Licenses	\$ 71,000.00	\$ -	\$ 1,475.00	\$ 69,525.00	2.08%
100-004-420200	Cigarette Licenses	\$ 1,800.00	\$ -	\$ 100.00	\$ 1,700.00	5.56%
100-004-420400	Juke Box Licenses	\$ 600.00	\$ -	\$ 125.00	\$ 475.00	20.83%
100-004-420600	Auctioneer Licenses	\$ 50.00	\$ -	\$ 50.00	\$ -	100.00%
100-004-420650	Body Works License	\$ 450.00	\$ -	\$ -	\$ 450.00	0.00%
100-004-421100	Peddler Licenses	\$ 6,000.00	\$ 875.00	\$ 13,711.60	\$ (7,711.60)	228.53%
100-004-421200	Push Carts	\$ 250.00	\$ -	\$ -	\$ 250.00	0.00%
100-004-421300	Transient Merchant License	\$ 800.00	\$ 100.00	\$ 800.00	\$ -	100.00%
100-004-421400	Mechanical Amusement Machine	\$ 3,000.00	\$ -	\$ 200.00	\$ 2,800.00	6.67%
100-004-421500	State Video Machines	\$ 220,000.00	\$ -	\$ 84,500.00	\$ 135,500.00	38.41%
100-004-421600	Secondhand Dlr/Pawnbroker	\$ 250.00	\$ -	\$ 50.00	\$ 200.00	20.00%



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
100-004-421700	Raffle License	\$ 900.00	\$ 20.00	\$ 340.00	\$ 560.00	37.78%
100-004-421800	Billiards, Bowling, Pool Lic	\$ 700.00	\$ -	\$ 125.00	\$ 575.00	17.86%
100-004-421900	Bowling License	\$ 25.00	\$ -	\$ -	\$ 25.00	0.00%
100-004-422200	Taxicab License	\$ 100.00	\$ -	\$ 100.00	\$ -	100.00%
100-004-426200	Loudspeaker Permits	\$ 50.00	\$ -	\$ 4.00	\$ 46.00	8.00%
100-004-426300	Special Events Permits	\$ 400.00	\$ 25.00	\$ 325.00	\$ 75.00	81.25%
	Licenses And Permits	\$ 306,375.00	\$ 1,020.00	\$ 101,905.60	\$ 204,469.40	33.26%
100-004-499800	Miscellaneous Receipts	\$ 100.00	\$ -	\$ -	\$ 100.00	0.00%
	Other Revenue	\$ 100.00	\$ -	\$ -	\$ 100.00	0.00%
100-004-511600	Salary: All Personnel	\$ 141,998.24	\$ 17,093.47	\$ 93,684.84	\$ 48,313.40	65.98%
100-004-515500	Vacation Pay	\$ 12,500.00	\$ 1,227.00	\$ 4,861.49	\$ 7,638.51	38.89%
100-004-515600	Holiday Pay	\$ 8,000.00	\$ 638.46	\$ 2,553.84	\$ 5,446.16	31.92%
100-004-515800	Sick Pay	\$ 3,500.00	\$ 194.83	\$ 450.56	\$ 3,049.44	12.87%
100-004-517000	Oasdi/city Share 6.2%	\$ 10,291.89	\$ 1,162.21	\$ 6,120.66	\$ 4,171.23	59.47%
100-004-517001	Medicare/city Share 1.45%	\$ 2,406.97	\$ 271.79	\$ 1,431.38	\$ 975.59	59.47%
100-004-517401	IMRF	\$ 10,823.09	\$ 1,248.83	\$ 6,621.14	\$ 4,201.95	61.18%
100-004-518000	Group Insurance	\$ 15,920.84	\$ 2,510.52	\$ 17,598.20	\$ (1,677.36)	110.54%
100-004-518300	Workers Comp Insurance	\$ 400.00	\$ 991.41	\$ 991.41	\$ (591.41)	247.85%
	Personnel	\$ 205,841.03	\$ 25,338.52	\$ 134,313.52	\$ 71,527.51	65.25%
100-004-519000	Training And Education	\$ 5,000.00	\$ 1,066.86	\$ 1,323.58	\$ 3,676.42	26.47%
	Training & Education	\$ 5,000.00	\$ 1,066.86	\$ 1,323.58	\$ 3,676.42	26.47%
100-004-520200	Office Supplies	\$ 500.00	\$ -	\$ 22.71	\$ 477.29	4.54%
100-004-520400	Postage	\$ 300.00	\$ 18.75	\$ 170.91	\$ 129.09	56.97%
	Supplies & Materials	\$ 800.00	\$ 18.75	\$ 193.62	\$ 606.38	24.20%
100-004-518100	Liability Insurance Premiums	\$ 7,000.00	\$ 7,088.65	\$ 7,088.65	\$ (88.65)	101.27%
100-004-551600	Dues And Subscriptions	\$ 750.00	\$ 150.00	\$ 560.00	\$ 190.00	74.67%
100-004-569000	Other Contractual Service	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
100-004-599801	Computer Software	\$ 97,000.00	\$ 132.80	\$ 645.18	\$ 96,354.82	0.67%
	Contractual Services	\$ 109,750.00	\$ 7,371.45	\$ 8,293.83	\$ 101,456.17	7.56%
100-004-518700	Mileage	\$ 50.00	\$ 31.36	\$ 31.36	\$ 18.64	62.72%
100-004-551000	Printing And Publications	\$ 5,000.00	\$ 717.76	\$ 1,749.74	\$ 3,250.26	34.99%
	Other Expenditures	\$ 5,050.00	\$ 749.12	\$ 1,781.10	\$ 3,268.90	35.27%
100-004-520941	Transfer to Police Pension	\$ 73,332.60	\$ -	\$ -	\$ 73,332.60	0.00%
100-004-520944	Transfer to Fire Pension	\$ 146,665.20	\$ -	\$ -	\$ 146,665.20	0.00%
	Transfers To Other Funds	\$ 219,997.80	\$ -	\$ -	\$ 219,997.80	0.00%
004	City Clerk	\$ (233,713.83)	\$ (33,124.70)	\$ (40,075.05)	\$ (193,638.78)	17.15%
100-005-511600	Salary: All Personnel	\$ 113,585.85	\$ 13,284.23	\$ 72,236.88	\$ 41,348.97	63.60%
100-005-515500	Vacation Pay	\$ 5,875.13	\$ 439.26	\$ 3,281.17	\$ 2,593.96	55.85%
100-005-515600	Holiday Pay	\$ 4,895.94	\$ 489.60	\$ 1,958.40	\$ 2,937.54	40.00%
100-005-515800	Sick Pay	\$ 2,937.57	\$ 474.91	\$ 1,837.04	\$ 1,100.53	62.54%
100-005-517000	Oasdi/city Share 6.2%	\$ 7,892.26	\$ 885.43	\$ 4,738.73	\$ 3,153.53	60.04%
100-005-517001	Medicare/city Share 1.45%	\$ 1,845.77	\$ 207.12	\$ 1,108.34	\$ 737.43	60.05%
100-005-517401	IMRF	\$ 8,299.60	\$ 957.61	\$ 5,171.04	\$ 3,128.56	62.30%
100-005-518000	Group Insurance	\$ 15,339.81	\$ 2,499.33	\$ 17,986.64	\$ (2,646.83)	117.25%
100-005-518300	Workers Comp Insurance	\$ 450.00	\$ 1,487.12	\$ 1,487.12	\$ (1,037.12)	330.47%
	Personnel	\$ 161,121.93	\$ 20,724.61	\$ 109,805.36	\$ 51,316.57	68.15%
100-005-519000	Training And Education	\$ 15,000.00	\$ 145.00	\$ 2,691.26	\$ 12,308.74	17.94%
	Training & Education	\$ 15,000.00	\$ 145.00	\$ 2,691.26	\$ 12,308.74	17.94%
100-005-520200	Office Supplies	\$ 600.00	\$ 30.99	\$ 276.09	\$ 323.91	46.02%
100-005-520400	Postage	\$ 500.00	\$ 156.42	\$ 514.16	\$ (14.16)	102.83%
	Supplies & Materials	\$ 1,100.00	\$ 187.41	\$ 790.25	\$ 309.75	71.84%
100-005-518100	Liability Insurance Premiums	\$ 16,000.00	\$ 16,202.62	\$ 16,202.62	\$ (202.62)	101.27%
100-005-524000	Lease/rental Of Equipment	\$ -	\$ 271.22	\$ 1,084.46	\$ (1,084.46)	0.00%



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
100-005-538000	Maintenance Agreements	\$ -	\$ -	\$ 185.66	\$ (185.66)	0.00%
100-005-551600	Dues And Subscriptions	\$ 2,500.00	\$ 420.00	\$ 420.00	\$ 2,080.00	16.80%
100-005-569000	Other Contractual Service	\$ 50,000.00	\$ 3,742.00	\$ 13,843.28	\$ 36,156.72	27.69%
100-005-597900	Employee Recognition	\$ 20,000.00	\$ 77.97	\$ 1,882.66	\$ 18,117.34	9.41%
	Contractual Services	\$ 88,500.00	\$ 20,713.81	\$ 33,618.68	\$ 54,881.32	37.99%
100-005-551000	Printing And Publications	\$ 5,000.00	\$ 228.52	\$ 228.52	\$ 4,771.48	4.57%
100-005-599000	Miscellaneous	\$ -	\$ -	\$ 8.75	\$ (8.75)	0.00%
	Other Expenditures	\$ 5,000.00	\$ 228.52	\$ 237.27	\$ 4,762.73	4.75%
005	Personnel	\$ 270,721.93	\$ 41,999.35	\$ 147,142.82	\$ 123,579.11	54.35%
100-006-511600	Salary: All Personnel	\$ 270,000.00	\$ 31,958.59	\$ 151,465.24	\$ 118,534.76	56.10%
100-006-515000	Overtime	\$ -	\$ -	\$ 17.65	\$ (17.65)	0.00%
100-006-515500	Vacation Pay	\$ 14,000.00	\$ 569.75	\$ 5,140.04	\$ 8,859.96	36.71%
100-006-515600	Holiday Pay	\$ 11,500.00	\$ 1,107.98	\$ 3,756.92	\$ 7,743.08	32.67%
100-006-515800	Sick Pay	\$ 7,000.00	\$ 872.19	\$ 3,272.92	\$ 3,727.08	46.76%
100-006-517000	Oasdi/city Share 6.2%	\$ 17,500.00	\$ 2,102.19	\$ 9,902.78	\$ 7,597.22	56.59%
100-006-517001	Medicare/city Share 1.45%	\$ 4,000.00	\$ 491.58	\$ 2,316.12	\$ 1,683.88	57.90%
100-006-517401	IMRF	\$ 17,300.00	\$ 2,249.99	\$ 10,670.48	\$ 6,629.52	61.68%
100-006-518000	Group Insurance	\$ 39,582.67	\$ 4,272.30	\$ 28,266.06	\$ 11,316.61	71.41%
100-006-518300	Workers Comp Insurance	\$ 1,500.00	\$ 3,965.66	\$ 3,965.66	\$ (2,465.66)	264.38%
100-006-559000	Medical Expense/supplies	\$ 500.00	\$ 108.00	\$ 108.00	\$ 392.00	21.60%
	Personnel	\$ 382,882.67	\$ 47,698.23	\$ 218,881.87	\$ 164,000.80	57.17%
100-006-519000	Training And Education	\$ 15,000.00	\$ 510.00	\$ 1,795.87	\$ 13,204.13	11.97%
	Training & Education	\$ 15,000.00	\$ 510.00	\$ 1,795.87	\$ 13,204.13	11.97%
100-006-520200	Office Supplies	\$ 1,000.00	\$ 45.99	\$ 223.98	\$ 776.02	22.40%
100-006-520400	Postage	\$ 3,500.00	\$ 287.08	\$ 3,364.10	\$ 135.90	96.12%
	Supplies & Materials	\$ 4,500.00	\$ 333.07	\$ 3,588.08	\$ 911.92	79.74%
100-006-518100	Liability Insurance Premiums	\$ 18,500.00	\$ 18,734.28	\$ 18,734.28	\$ (234.28)	101.27%
100-006-524000	Lease/rental Of Equipment	\$ 1,600.00	\$ -	\$ -	\$ 1,600.00	0.00%
100-006-538000	Maintenance Agreements	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-006-551600	Dues And Subscriptions	\$ 1,500.00	\$ -	\$ 677.50	\$ 822.50	45.17%
100-006-569000	Other Contractual Service	\$ 130,000.00	\$ 7,774.77	\$ 62,111.82	\$ 67,888.18	47.78%
	Contractual Services	\$ 152,100.00	\$ 26,509.05	\$ 81,523.60	\$ 70,576.40	53.60%
100-006-587100	Office Equipment & Furniture	\$ -	\$ -	\$ 135.99	\$ (135.99)	0.00%
	Capital Outlay	\$ -	\$ -	\$ 135.99	\$ (135.99)	0.00%
100-006-551000	Printing And Publications	\$ 5,000.00	\$ 787.09	\$ 2,053.93	\$ 2,946.07	41.08%
100-006-599000	Miscellaneous	\$ -	\$ 5.95	\$ 56.89	\$ (56.89)	0.00%
100-006-599802	Computer Hardware	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
	Other Expenditures	\$ 7,000.00	\$ 793.04	\$ 2,110.82	\$ 4,889.18	30.15%
006	Finance	\$ 561,482.67	\$ 75,843.39	\$ 308,036.23	\$ 253,446.44	54.86%
100-007-511600	Salary: All Personnel	\$ 248,961.84	\$ 16,808.63	\$ 104,754.39	\$ 144,207.45	42.08%
100-007-515000	Overtime	\$ -	\$ 55.42	\$ 158.32	\$ (158.32)	0.00%
100-007-515500	Vacation Pay	\$ 13,172.22	\$ 3,466.71	\$ 6,517.42	\$ 6,654.80	49.48%
100-007-515600	Holiday Pay	\$ 10,037.53	\$ 611.99	\$ 2,434.98	\$ 7,602.55	24.26%
100-007-515800	Sick Pay	\$ 8,098.00	\$ 834.86	\$ 2,341.97	\$ 5,756.03	28.92%
100-007-517000	Oasdi/city Share 6.2%	\$ 16,140.70	\$ 1,305.09	\$ 6,956.03	\$ 9,184.67	43.10%
100-007-517001	Medicare/city Share 1.45%	\$ 3,770.14	\$ 305.27	\$ 1,626.80	\$ 2,143.34	43.15%
100-007-517401	IMRF	\$ 32,345.59	\$ 1,407.12	\$ 7,497.95	\$ 24,847.64	23.18%
100-007-518000	Group Insurance	\$ 60,318.75	\$ 4,308.51	\$ 22,811.51	\$ 37,507.24	37.82%
100-007-518300	Workers Comp Insurance	\$ 8,500.00	\$ 2,478.54	\$ 2,478.54	\$ 6,021.46	29.16%
100-007-554300	Uniforms And Tools	\$ 500.00	\$ -	\$ 438.56	\$ 61.44	87.71%
100-007-559000	Medical Expense/supplies	\$ 200.00	\$ 108.00	\$ 108.00	\$ 92.00	54.00%
	Personnel	\$ 402,044.77	\$ 31,690.14	\$ 158,124.47	\$ 243,920.30	39.33%
100-007-519000	Training And Education	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.00%



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
	Training & Education	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.00%
100-007-520200	Office Supplies	\$ 400.00	\$ -	\$ 52.00	\$ 348.00	13.00%
100-007-520400	Postage	\$ 400.00	\$ 7.40	\$ 175.13	\$ 224.87	43.78%
100-007-522400	General Supplies	\$ 700.00	\$ -	\$ 664.71	\$ 35.29	94.96%
100-007-529000	Equipment	\$ 800.00	\$ -	\$ -	\$ 800.00	0.00%
100-007-556100	Gasoline/diesel Fuel	\$ 3,500.00	\$ 137.90	\$ 2,809.80	\$ 690.20	80.28%
	Supplies & Materials	\$ 5,800.00	\$ 145.30	\$ 3,701.64	\$ 2,098.36	63.82%
100-007-518100	Liability Insurance Premiums	\$ 12,000.00	\$ 12,768.74	\$ 12,768.74	\$ (768.74)	106.41%
100-007-524000	Lease/rental Of Equipment	\$ 26,400.00	\$ 2,701.66	\$ 18,911.62	\$ 7,488.38	71.63%
100-007-534000	Automotive Expense	\$ 400.00	\$ -	\$ 517.09	\$ (117.09)	129.27%
100-007-551600	Dues And Subscriptions	\$ 3,500.00	\$ 1,146.00	\$ 3,621.00	\$ (121.00)	103.46%
100-007-569000	Other Contractual Service	\$ 120,000.00	\$ -	\$ 41,516.98	\$ 78,483.02	34.60%
	Contractual Services	\$ 162,300.00	\$ 16,616.40	\$ 77,335.43	\$ 84,964.57	47.65%
100-007-587100	Office Equipment & Furniture	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
	Capital Outlay	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-007-554200	Meals Lodging	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	0.00%
100-007-599000	Miscellaneous	\$ -	\$ 43.69	\$ 43.69	\$ (43.69)	0.00%
	Other Expenditures	\$ 3,000.00	\$ 43.69	\$ 43.69	\$ 2,956.31	1.46%
007	Public Works	\$ 588,644.77	\$ 48,495.53	\$ 239,205.23	\$ 349,439.54	40.64%
100-009-511600	Salary: All Personnel	\$ 143,251.76	\$ 10,255.16	\$ 51,382.59	\$ 91,869.17	35.87%
100-009-515000	Overtime	\$ 10,000.00	\$ 2,031.33	\$ 12,285.59	\$ (2,285.59)	122.86%
100-009-515500	Vacation Pay	\$ 8,061.79	\$ -	\$ 3,250.38	\$ 4,811.41	40.32%
100-009-515600	Holiday Pay	\$ 6,201.38	\$ 370.14	\$ 1,480.56	\$ 4,720.82	23.87%
100-009-515800	Sick Pay	\$ 3,720.83	\$ 478.90	\$ 3,429.61	\$ 291.22	92.17%
100-009-517000	Oasdi/city Share 6.2%	\$ 9,996.62	\$ 784.41	\$ 4,266.62	\$ 5,730.00	42.68%
100-009-517001	Medicare/city Share 1.45%	\$ 2,337.92	\$ 183.48	\$ 997.78	\$ 1,340.14	42.68%
100-009-517401	IMRF	\$ 10,512.57	\$ 856.50	\$ 4,683.34	\$ 5,829.23	44.55%
100-009-518000	Group Insurance	\$ 20,532.02	\$ 1,611.23	\$ 11,363.26	\$ 9,168.76	55.34%
100-009-518300	Workers Comp Insurance	\$ 382.82	\$ 1,487.12	\$ 1,487.12	\$ (1,104.30)	388.46%
	Personnel	\$ 214,997.71	\$ 18,058.27	\$ 94,626.85	\$ 120,370.86	44.01%
100-009-519000	Training And Education	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
	Training & Education	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
100-009-520200	Office Supplies	\$ 100.00	\$ -	\$ -	\$ 100.00	0.00%
100-009-520400	Postage	\$ 200.00	\$ -	\$ -	\$ 200.00	0.00%
100-009-522400	General Supplies	\$ 7,000.00	\$ 768.17	\$ 1,887.39	\$ 5,112.61	26.96%
100-009-529000	Equipment	\$ 500.00	\$ -	\$ 63.54	\$ 436.46	12.71%
	Supplies & Materials	\$ 7,800.00	\$ 768.17	\$ 1,950.93	\$ 5,849.07	25.01%
100-009-518100	Liability Insurance Premiums	\$ 13,371.38	\$ 13,540.71	\$ 13,540.71	\$ (169.33)	101.27%
100-009-534400	Equipment Repairs	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
100-009-538000	Maintenance Agreements	\$ 506,265.00	\$ 27,259.72	\$ 445,592.45	\$ 60,672.55	88.02%
100-009-550300	Telephone	\$ 320,000.00	\$ 39,433.14	\$ 144,545.56	\$ 175,454.44	45.17%
100-009-551600	Dues And Subscriptions	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
100-009-569000	Other Contractual Service	\$ 5,000.00	\$ 179.99	\$ 179.99	\$ 4,820.01	3.60%
100-009-599801	Computer Software	\$ 25,000.00	\$ 6,700.00	\$ 15,780.26	\$ 9,219.74	63.12%
	Contractual Services	\$ 871,636.38	\$ 87,113.56	\$ 619,638.97	\$ 251,997.41	71.09%
100-009-587100	Office Equipment & Furniture	\$ 2,000.00	\$ 271.22	\$ 1,084.46	\$ 915.54	54.22%
	Capital Outlay	\$ 2,000.00	\$ 271.22	\$ 1,084.46	\$ 915.54	54.22%
100-009-518700	Mileage	\$ 200.00	\$ -	\$ 91.74	\$ 108.26	45.87%
100-009-529500	AVL Equipment	\$ 18,500.00	\$ 3,049.70	\$ 7,624.25	\$ 10,875.75	41.21%
100-009-599802	Computer Hardware	\$ 350,000.00	\$ 6,735.02	\$ 95,571.91	\$ 254,428.09	27.31%
	Other Expenditures	\$ 368,700.00	\$ 9,784.72	\$ 103,287.90	\$ 265,412.10	28.01%
009	I.T.	\$ 1,470,134.09	\$ 115,995.94	\$ 820,589.11	\$ 649,544.98	55.82%
100-032-412001	Prop Replacement R&B Tax - Twp	\$ 85,000.00	\$ -	\$ 29,130.87	\$ 55,869.13	34.27%



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
	Taxes	\$ 85,000.00	\$ -	\$ 29,130.87	\$ 55,869.13	34.27%
100-032-435200	Traffic Light Reimbursement	\$ 10,000.00	\$ -	\$ 7,416.13	\$ 2,583.87	74.16%
	Intergovernmental	\$ 10,000.00	\$ -	\$ 7,416.13	\$ 2,583.87	74.16%
100-032-494100	City Property Dmg Reimb	\$ 20,000.00	\$ -	\$ 7,537.20	\$ 12,462.80	37.69%
	Fines And Forfeitures	\$ 20,000.00	\$ -	\$ 7,537.20	\$ 12,462.80	37.69%
100-032-425200	Street Opening Permits	\$ 300,000.00	\$ 14,467.00	\$ 77,270.60	\$ 222,729.40	25.76%
100-032-425400	Curb Cuts	\$ -	\$ -	\$ 1,896.00	\$ (1,896.00)	0.00%
	Licenses And Permits	\$ 300,000.00	\$ 14,467.00	\$ 79,166.60	\$ 220,833.40	26.39%
100-032-491500	Sale of Municiple Property	\$ -	\$ -	\$ 20,395.39	\$ (20,395.39)	0.00%
100-032-495600	Insurance Reimbursements	\$ -	\$ -	\$ 6,793.12	\$ (6,793.12)	0.00%
100-032-499406	Sale Of Salt /FBOP, PCHS	\$ 2,000.00	\$ -	\$ (400.40)	\$ 2,400.40	-20.02%
100-032-499800	Miscellaneous Receipts	\$ 1,000.00	\$ -	\$ 1,833.30	\$ (833.30)	183.33%
	Other Revenue	\$ 3,000.00	\$ -	\$ 28,621.41	\$ (25,621.41)	954.05%
100-032-511600	Salary: All Personnel	\$ 654,577.49	\$ 70,479.17	\$ 385,754.96	\$ 268,822.53	58.93%
100-032-515000	Overtime	\$ 91,576.82	\$ 2,032.99	\$ 24,412.05	\$ 67,164.77	26.66%
100-032-515500	Vacation Pay	\$ 72,729.70	\$ 7,436.56	\$ 43,827.34	\$ 28,902.36	60.26%
100-032-515600	Holiday Pay	\$ 50,438.09	\$ 4,592.19	\$ 19,175.88	\$ 31,262.21	38.02%
100-032-515800	Sick Pay	\$ 46,239.11	\$ 4,200.94	\$ 23,399.15	\$ 22,839.96	50.60%
100-032-515900	Injury Pay	\$ 500.00	\$ 538.08	\$ 538.08	\$ (38.08)	107.62%
100-032-517000	Oasdi/city Share 6.2%	\$ 56,795.80	\$ 5,359.49	\$ 29,757.48	\$ 27,038.32	52.39%
100-032-517001	Medicare/city Share 1.45%	\$ 13,282.89	\$ 1,253.43	\$ 6,961.07	\$ 6,321.82	52.41%
100-032-517401	IMRF	\$ 59,727.19	\$ 5,816.12	\$ 32,368.97	\$ 27,358.22	54.19%
100-032-518000	Group Insurance	\$ 200,000.00	\$ 21,393.08	\$ 155,387.85	\$ 44,612.15	77.69%
100-032-518300	Workers Comp Insurance	\$ 70,000.00	\$ 34,089.66	\$ 34,089.66	\$ 35,910.34	48.70%
100-032-554300	Uniforms And Tools	\$ 10,000.00	\$ 107.47	\$ 5,379.10	\$ 4,620.90	53.79%
100-032-559000	Medical Expense/supplies	\$ 500.00	\$ 614.00	\$ 1,066.50	\$ (566.50)	213.30%
	Personnel	\$ 1,326,367.09	\$ 157,913.18	\$ 762,118.09	\$ 564,249.00	57.46%
100-032-519000	Training And Education	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
	Training & Education	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
100-032-520200	Office Supplies	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-032-520400	Postage	\$ 50.00	\$ -	\$ -	\$ 50.00	0.00%
100-032-522400	General Supplies	\$ 75,000.00	\$ 4,288.41	\$ 57,852.29	\$ 17,147.71	77.14%
100-032-523000	Traffic/Street Signs & Marking	\$ 30,000.00	\$ 1,755.23	\$ 16,407.66	\$ 13,592.34	54.69%
100-032-529000	Equipment	\$ 50,000.00	\$ 6,270.21	\$ 32,581.46	\$ 17,418.54	65.16%
100-032-535000	Material And Hauling	\$ 140,000.00	\$ 21,392.50	\$ 91,279.11	\$ 48,720.89	65.20%
100-032-556100	Gasoline/diesel Fuel	\$ 105,000.00	\$ 9,685.66	\$ 65,393.04	\$ 39,606.96	62.28%
	Supplies & Materials	\$ 400,550.00	\$ 43,392.01	\$ 263,513.56	\$ 137,036.44	65.79%
100-032-518100	Liability Insurance Premiums	\$ 25,000.00	\$ 33,891.66	\$ 33,891.66	\$ (8,891.66)	135.57%
100-032-524000	Lease/rental Of Equipment	\$ 20,000.00	\$ 1,832.85	\$ 10,520.53	\$ 9,479.47	52.60%
100-032-532000	Electronic Equipment Main	\$ 50,000.00	\$ 18,148.00	\$ 55,100.60	\$ (5,100.60)	110.20%
100-032-534000	Automotive Expense	\$ 125,000.00	\$ 25,936.46	\$ 77,946.49	\$ 47,053.51	62.36%
100-032-534400	Equipment Repairs	\$ 90,000.00	\$ 267.65	\$ 54,496.23	\$ 35,503.77	60.55%
100-032-534900	Sidewalk Renovation / Ins	\$ -	\$ 3,058.03	\$ 10,791.18	\$ (10,791.18)	0.00%
100-032-536000	Tree Removal / Replacemen	\$ 200,000.00	\$ 28,703.50	\$ 248,674.50	\$ (48,674.50)	124.34%
100-032-538000	Maintenance Agreements	\$ 600.00	\$ -	\$ 298.07	\$ 301.93	49.68%
100-032-550100	Utilities	\$ 20,000.00	\$ 875.26	\$ 4,659.10	\$ 15,340.90	23.30%
100-032-550500	Electricity For Street Li	\$ 145,000.00	\$ 30,028.34	\$ 98,702.26	\$ 46,297.74	68.07%
100-032-550600	Electricity For Signal Li	\$ 15,000.00	\$ 4,302.92	\$ 14,567.92	\$ 432.08	97.12%
100-032-551600	Dues And Subscriptions	\$ 1,500.00	\$ -	\$ 645.95	\$ 854.05	43.06%
100-032-561300	Testing Fees	\$ 1,000.00	\$ 162.00	\$ 1,770.00	\$ (770.00)	177.00%
100-032-569000	Other Contractual Service	\$ 45,000.00	\$ -	\$ 30,957.27	\$ 14,042.73	68.79%
	Contractual Services	\$ 738,100.00	\$ 147,206.67	\$ 643,021.76	\$ 95,078.24	87.12%
100-032-587000	Machinery & Equipment	\$ 20,000.00	\$ 4,233.10	\$ 25,881.96	\$ (5,881.96)	129.41%



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
100-032-587001	Lease/Purchase of Equipment	\$ 33,150.37	\$ -	\$ 5,642.51	\$ 27,507.86	17.02%
100-032-587500	Vehicles	\$ 390,000.00	\$ -	\$ 139,708.00	\$ 250,292.00	35.82%
	Capital Outlay	\$ 443,150.37	\$ 4,233.10	\$ 171,232.47	\$ 271,917.90	38.64%
100-032-554200	Meals Lodging	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
100-032-557200	License And Inspection Fees	\$ 1,000.00	\$ -	\$ 125.00	\$ 875.00	12.50%
100-032-599000	Miscellaneous	\$ -	\$ -	\$ 83.66	\$ (83.66)	0.00%
100-032-599802	Computer Hardware	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
	Other Expenditures	\$ 5,000.00	\$ -	\$ 208.66	\$ 4,791.34	4.17%
100-032-590400	Interest Paid	\$ 5,786.00	\$ 618.97	\$ 2,343.20	\$ 3,442.80	40.50%
	Debt Service	\$ 5,786.00	\$ 618.97	\$ 2,343.20	\$ 3,442.80	40.50%
032	Street Dept	\$ (2,505,953.46)	\$ (338,896.93)	\$ (1,690,565.53)	\$ (815,387.93)	67.46%
100-034-437300	SOI - Training Reimbursem	\$ 10,000.00	\$ -	\$ 13,707.48	\$ (3,707.48)	137.07%
100-034-442700	County Grants	\$ 2,000.00	\$ 2,475.00	\$ 2,475.00	\$ (475.00)	123.75%
	Intergovernmental	\$ 12,000.00	\$ 2,475.00	\$ 16,182.48	\$ (4,182.48)	134.85%
100-034-451000	Copy Money/Accidents etc	\$ -	\$ -	\$ 75.00	\$ (75.00)	0.00%
100-034-454002	Fire Protection - Brush Hill	\$ 187,000.00	\$ -	\$ -	\$ 187,000.00	0.00%
100-034-454003	Fire Protection - Powerton	\$ 392,371.00	\$ -	\$ 196,185.40	\$ 196,185.60	50.00%
100-034-454200	Non Resident Rescue Fees	\$ 2,000.00	\$ 1,100.00	\$ 1,100.00	\$ 900.00	55.00%
100-034-454300	Hydrant Flushing	\$ -	\$ 750.00	\$ 750.00	\$ (750.00)	0.00%
100-034-454600	CPR Training Fees	\$ 2,000.00	\$ 986.00	\$ 2,151.00	\$ (151.00)	107.55%
100-034-454700	Sprinkler Fees	\$ 1,500.00	\$ 400.00	\$ 2,600.00	\$ (1,100.00)	173.33%
100-034-455005	AMT Franchise	\$ 90,000.00	\$ 7,500.00	\$ 52,500.00	\$ 37,500.00	58.33%
	Fees/Charges For Service	\$ 674,871.00	\$ 10,736.00	\$ 255,361.40	\$ 419,509.60	37.84%
100-034-493002	Fire Prevention Contribut	\$ 100.00	\$ -	\$ -	\$ 100.00	0.00%
100-034-495600	Insurance Reimbursements	\$ 65,000.00	\$ 7,920.16	\$ 83,592.89	\$ (18,592.89)	128.60%
100-034-499800	Miscellaneous Receipts	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
	Other Revenue	\$ 66,100.00	\$ 7,920.16	\$ 83,592.89	\$ (17,492.89)	126.46%
100-034-511600	Salary: All Personnel	\$ 4,208,417.56	\$ 525,899.44	\$ 2,815,657.04	\$ 1,392,760.52	66.91%
100-034-515000	Overtime	\$ 650,000.00	\$ 65,132.59	\$ 322,386.21	\$ 327,613.79	49.60%
100-034-515500	Vacation Pay	\$ 410,000.00	\$ 45,005.31	\$ 258,236.72	\$ 151,763.28	62.98%
100-034-515600	Holiday Pay	\$ 293,084.61	\$ 1,997.90	\$ 134,665.77	\$ 158,418.84	45.95%
100-034-515800	Sick Pay	\$ 90,000.00	\$ 11,689.84	\$ 48,893.26	\$ 41,106.74	54.33%
100-034-515801	Sick Payout	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	0.00%
100-034-515900	Injury Pay	\$ 195,000.00	\$ 17,428.97	\$ 112,903.99	\$ 82,096.01	57.90%
100-034-517000	Oasdi/city Share 6.2%	\$ 3,253.16	\$ 370.04	\$ 1,925.81	\$ 1,327.35	59.20%
100-034-517001	Medicare/city Share 1.45%	\$ 85,136.78	\$ 9,091.51	\$ 50,214.73	\$ 34,922.05	58.98%
100-034-517401	IMRF	\$ 3,745.01	\$ 432.12	\$ 2,299.60	\$ 1,445.41	61.40%
100-034-518000	Group Insurance	\$ 1,583,701.62	\$ 126,871.45	\$ 881,241.15	\$ 702,460.47	55.64%
100-034-518300	Workers Comp Insurance	\$ 280,400.08	\$ 267,381.18	\$ 267,381.18	\$ 13,018.90	95.36%
100-034-518900	Uniform Allowance	\$ 42,000.00	\$ -	\$ 38,888.93	\$ 3,111.07	92.59%
100-034-560000	Physicals	\$ 40,000.00	\$ -	\$ 51,296.00	\$ (11,296.00)	128.24%
	Personnel	\$ 7,909,738.82	\$ 1,071,300.35	\$ 4,985,990.39	\$ 2,923,748.43	63.04%
100-034-519000	Training And Education	\$ 70,000.00	\$ 6,914.65	\$ 56,608.64	\$ 13,391.36	80.87%
	Training & Education	\$ 70,000.00	\$ 6,914.65	\$ 56,608.64	\$ 13,391.36	80.87%
100-034-520200	Office Supplies	\$ 1,000.00	\$ -	\$ 504.87	\$ 495.13	50.49%
100-034-520400	Postage	\$ 300.00	\$ 5.52	\$ 20.23	\$ 279.77	6.74%
100-034-522400	General Supplies	\$ 18,000.00	\$ 383.32	\$ 7,469.95	\$ 10,530.05	41.50%
100-034-522500	Emergency Medical Supplie	\$ 50,000.00	\$ 2,345.83	\$ 22,855.73	\$ 27,144.27	45.71%
100-034-529000	Equipment	\$ 140,000.00	\$ 10,495.87	\$ 73,779.19	\$ 66,220.81	52.70%
100-034-556100	Gasoline/diesel Fuel	\$ 60,000.00	\$ 4,683.46	\$ 36,082.39	\$ 23,917.61	60.14%
	Supplies & Materials	\$ 269,300.00	\$ 17,914.00	\$ 140,712.36	\$ 128,587.64	52.25%
100-034-518100	Liability Insurance Premiums	\$ 138,820.00	\$ 116,432.91	\$ 116,432.91	\$ 22,387.09	83.87%
100-034-520905	Public Safety Dispatching Fee	\$ 90,000.00	\$ -	\$ 39,493.57	\$ 50,506.43	43.88%



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
100-034-524000	Lease/rental Of Equipment	\$ 25,500.00	\$ 482.33	\$ 3,972.42	\$ 21,527.58	15.58%
100-034-534000	Automotive Expense	\$ 200,000.00	\$ 17,332.40	\$ 70,375.59	\$ 129,624.41	35.19%
100-034-534400	Equipment Repairs	\$ 26,000.00	\$ 4,502.42	\$ 23,387.67	\$ 2,612.33	89.95%
100-034-538000	Maintenance Agreements	\$ 48,735.00	\$ 6,129.08	\$ 21,662.64	\$ 27,072.36	44.45%
100-034-550100	Utilities	\$ 38,000.00	\$ 4,761.76	\$ 17,373.74	\$ 20,626.26	45.72%
100-034-551600	Dues And Subscriptions	\$ 5,000.00	\$ 657.99	\$ 1,386.99	\$ 3,613.01	27.74%
100-034-555000	Radio Expense	\$ 15,000.00	\$ 957.43	\$ 5,017.73	\$ 9,982.27	33.45%
100-034-569000	Other Contractual Service	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
100-034-598000	Fire Prevention	\$ 3,000.00	\$ 1,174.10	\$ 1,174.10	\$ 1,825.90	39.14%
100-034-598100	Public Relations	\$ 1,500.00	\$ -	\$ 365.45	\$ 1,134.55	24.36%
100-034-599801	Computer Software	\$ -	\$ -	\$ 6,000.00	\$ (6,000.00)	0.00%
	Contractual Services	\$ 596,555.00	\$ 152,430.42	\$ 306,642.81	\$ 289,912.19	51.40%
100-034-587000	Machinery And Equipment	\$ 1,000,000.00	\$ -	\$ 629,363.50	\$ 370,636.50	62.94%
100-034-587100	Office Equipment & Furniture	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-034-587500	Vehicles	\$ -	\$ -	\$ 42,890.00	\$ (42,890.00)	0.00%
	Capital Outlay	\$ 1,000,500.00	\$ -	\$ 672,253.50	\$ 328,246.50	67.19%
100-034-551000	Printing And Publications	\$ 350.00	\$ 130.51	\$ 130.51	\$ 219.49	37.29%
100-034-554200	Meals/Lodging	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
100-034-557200	License And Inspection Fees	\$ 4,000.00	\$ 103.00	\$ 103.00	\$ 3,897.00	2.58%
100-034-599000	Miscellaneous	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
100-034-599999	Contingency	\$ 50,000.00	\$ -	\$ 1,762.59	\$ 48,237.41	3.53%
	Other Expenditures	\$ 56,350.00	\$ 233.51	\$ 1,996.10	\$ 54,353.90	3.54%
034	Fire Dept	\$ (9,149,472.82)	\$ (1,227,661.77)	\$ (5,809,067.03)	\$ (3,340,405.79)	63.49%
100-068-442500	Federal Grants	\$ -	\$ -	\$ 63,314.00	\$ (63,314.00)	0.00%
	Intergovernmental	\$ -	\$ -	\$ 63,314.00	\$ (63,314.00)	0.00%
100-068-491000	Rental Of Municipal Property	\$ 258,000.00	\$ 17,340.04	\$ 180,555.68	\$ 77,444.32	69.98%
100-068-491500	Sale Of Municipal Property	\$ 157,000.00	\$ -	\$ 10,100.00	\$ 146,900.00	6.43%
	Other Revenue	\$ 415,000.00	\$ 17,340.04	\$ 190,655.68	\$ 224,344.32	45.94%
100-068-511600	Salary: All Personnel	\$ 268,866.69	\$ 19,474.19	\$ 121,646.32	\$ 147,220.37	45.24%
100-068-514600	Wages Yard Crew	\$ -	\$ 10,864.62	\$ 54,362.75	\$ (54,362.75)	0.00%
100-068-515000	Overtime	\$ 1,500.00	\$ 1,845.88	\$ 16,063.99	\$ (14,563.99)	1070.93%
100-068-515500	Vacation Pay	\$ 20,800.00	\$ 6,895.34	\$ 10,939.79	\$ 9,860.21	52.60%
100-068-515600	Holiday Pay	\$ 16,120.00	\$ 1,190.60	\$ 4,561.36	\$ 11,558.64	28.30%
100-068-515800	Sick Pay	\$ 6,240.00	\$ 1,058.85	\$ 3,617.19	\$ 2,622.81	57.97%
100-068-517000	Oasdi/city Share 6.2%	\$ 18,582.72	\$ 2,513.86	\$ 12,698.30	\$ 5,884.42	68.33%
100-068-517001	Medicare/city Share 1.45%	\$ 4,346.16	\$ 587.95	\$ 2,969.96	\$ 1,376.20	68.34%
100-068-517401	IMRF	\$ 21,790.08	\$ 2,693.73	\$ 13,616.35	\$ 8,173.73	62.49%
100-068-518000	Group Insurance	\$ 65,096.46	\$ 6,504.69	\$ 48,887.61	\$ 16,208.85	75.10%
100-068-518200	Unemployment Insurance	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
100-068-518300	Workers Comp Insurance	\$ 1,700.00	\$ 1,923.57	\$ 1,923.57	\$ (223.57)	113.15%
100-068-554300	Uniforms And Tools	\$ 800.00	\$ -	\$ -	\$ 800.00	0.00%
100-068-559000	Medical Expense/supplies	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
	Personnel	\$ 427,342.11	\$ 55,553.28	\$ 291,287.19	\$ 136,054.92	68.16%
100-068-519000	Training And Education	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
	Training & Education	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-068-520200	Office Supplies	\$ 250.00	\$ -	\$ 186.41	\$ 63.59	74.56%
100-068-522400	General Supplies	\$ 30,000.00	\$ 2,253.12	\$ 14,977.85	\$ 15,022.15	49.93%
100-068-529000	Equipment	\$ 10,000.00	\$ -	\$ 1,923.57	\$ 8,076.43	19.24%
100-068-556100	Gasoline/diesel Fuel	\$ 1,000.00	\$ 343.35	\$ 4,231.50	\$ (3,231.50)	423.15%
	Supplies & Materials	\$ 41,250.00	\$ 2,596.47	\$ 21,319.33	\$ 19,930.67	51.68%
100-068-518100	Liability Insurance Premiums	\$ 1,000.00	\$ 1,606.77	\$ 1,606.77	\$ (606.77)	160.68%
100-068-524000	Lease/rental Of Equipment	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	0.00%
100-068-534000	Automotive Expense	\$ 10,000.00	\$ 568.00	\$ 2,932.04	\$ 7,067.96	29.32%



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
100-068-534200	Buildings And Grounds Rep	\$ 250,000.00	\$ 73,729.21	\$ 295,846.23	\$ (45,846.23)	118.34%
100-068-534400	Equipment Repairs	\$ 8,000.00	\$ -	\$ 2,553.48	\$ 5,446.52	31.92%
100-068-536300	Snow Removal - Salt	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
100-068-538000	Maintenance Agreements	\$ 5,000.00	\$ -	\$ 158.44	\$ 4,841.56	3.17%
100-068-550100	Utilities	\$ 100,000.00	\$ 14,262.39	\$ 63,239.56	\$ 36,760.44	63.24%
100-068-566600	Pest Control	\$ 3,000.00	\$ 525.00	\$ 4,035.00	\$ (1,035.00)	134.50%
100-068-569000	Other Contractual Service	\$ 10,000.00	\$ 259.71	\$ 2,777.95	\$ 7,222.05	27.78%
	Contractual Services	\$ 408,000.00	\$ 90,951.08	\$ 373,149.47	\$ 34,850.53	91.46%
100-068-580401	Building Repair	\$ 20,000.00	\$ -	\$ 15,288.08	\$ 4,711.92	76.44%
100-068-584009	General Public Improvements	\$ 300,000.00	\$ 66,060.74	\$ 89,183.23	\$ 210,816.77	29.73%
100-068-587000	Machinery And Equipment	\$ 9,000.00	\$ 8,950.00	\$ 8,950.00	\$ 50.00	99.44%
100-068-587100	Office Equipment & Furniture	\$ 1,000.00	\$ 29.49	\$ 29.49	\$ 970.51	2.95%
100-068-587500	Vehicles	\$ 50,000.00	\$ 49,869.03	\$ 49,869.03	\$ 130.97	99.74%
	Capital Outlay	\$ 380,000.00	\$ 124,909.26	\$ 163,319.83	\$ 216,680.17	42.98%
100-068-557200	License And Inspection Fees	\$ 1,000.00	\$ -	\$ 75.00	\$ 925.00	7.50%
100-068-590300	Real Estate Tax Expense	\$ -	\$ -	\$ 769.14	\$ (769.14)	0.00%
100-068-599000	Miscellaneous	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
	Other Expenditures	\$ 2,000.00	\$ -	\$ 844.14	\$ 1,155.86	42.21%
068	Public Property	\$ (844,092.11)	\$ (256,670.05)	\$ (595,950.28)	\$ (248,141.83)	70.60%
100-760-410905	Cannabis Tax Revenue	\$ 45,000.00	\$ 3,900.37	\$ 28,988.28	\$ 16,011.72	64.42%
	Taxes	\$ 45,000.00	\$ 3,900.37	\$ 28,988.28	\$ 16,011.72	64.42%
100-760-437100	School Reimbursements	\$ 142,000.00	\$ 43,073.84	\$ 100,505.63	\$ 41,494.37	70.78%
100-760-437200	SOI-Police Training Reimb	\$ 12,000.00	\$ -	\$ -	\$ 12,000.00	0.00%
100-760-442500	Federal Grants	\$ 50,000.00	\$ -	\$ 730.00	\$ 49,270.00	1.46%
100-760-442600	State Grants	\$ 153,889.00	\$ -	\$ 143,889.00	\$ 10,000.00	93.50%
100-760-442700	County Grants	\$ 1,000.00	\$ -	\$ 500.00	\$ 500.00	50.00%
100-760-442710	Police CCC Vehicle Fee	\$ -	\$ 5.50	\$ 109.20	\$ (109.20)	0.00%
100-760-442720	Police CCC Drug Enf Fee	\$ -	\$ 42.34	\$ 126.67	\$ (126.67)	0.00%
	Intergovernmental	\$ 358,889.00	\$ 43,121.68	\$ 245,860.50	\$ 113,028.50	68.51%
100-760-450800	Fingerprint Fees	\$ 1,500.00	\$ 180.00	\$ 3,105.00	\$ (1,605.00)	207.00%
100-760-451000	Copy Money/Accidents etc	\$ 5,000.00	\$ 405.00	\$ 2,924.70	\$ 2,075.30	58.49%
100-760-451101	Rentals - Parking Lots	\$ -	\$ 150.00	\$ 1,050.00	\$ (1,050.00)	0.00%
100-760-454400	Overtime Reimbursements	\$ 45,000.00	\$ 1,389.09	\$ 16,382.19	\$ 28,617.81	36.40%
100-760-464700	E Citation Fees	\$ 1,300.00	\$ 123.55	\$ 774.57	\$ 525.43	59.58%
	Fees/Charges For Service	\$ 52,800.00	\$ 2,247.64	\$ 24,236.46	\$ 28,563.54	45.90%
100-760-460100	Cir Clk/States Atty	\$ 100,000.00	\$ 11,263.16	\$ 53,202.72	\$ 46,797.28	53.20%
100-760-460200	Municipal Ordinance Violations	\$ 105,000.00	\$ 7,571.69	\$ 90,706.10	\$ 14,293.90	86.39%
100-760-460300	Warrants	\$ 5,500.00	\$ -	\$ 350.00	\$ 5,150.00	6.36%
100-760-464000	Parking Tickets	\$ 20,000.00	\$ 848.94	\$ 12,736.42	\$ 7,263.58	63.68%
100-760-464100	False Alarm Fee	\$ 3,000.00	\$ 1,675.00	\$ 4,350.00	\$ (1,350.00)	145.00%
100-760-464400	Dui Surcharge	\$ 7,500.00	\$ 643.10	\$ 2,797.07	\$ 4,702.93	37.29%
100-760-464600	Court Supervision Fines	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-760-494100	Restitution	\$ -	\$ 2.22	\$ 14.39	\$ (14.39)	0.00%
	Fines And Forfeitures	\$ 241,500.00	\$ 22,004.11	\$ 164,156.70	\$ 77,343.30	67.97%
100-760-450700	Rental Property Registration	\$ 6,500.00	\$ 40.00	\$ 90.00	\$ 6,410.00	1.38%
	Licenses And Permits	\$ 6,500.00	\$ 40.00	\$ 90.00	\$ 6,410.00	1.38%
100-760-490100	Interest Earnings Federal Forf	\$ -	\$ 0.93	\$ 6.96	\$ (6.96)	0.00%
100-760-490101	Interest Earnings State Forfei	\$ -	\$ 1.85	\$ 12.67	\$ (12.67)	0.00%
	Investment Earnings	\$ -	\$ 2.78	\$ 19.63	\$ (19.63)	0.00%
100-760-493200	Opioids Settlement	\$ 30,000.00	\$ -	\$ 121,140.45	\$ (91,140.45)	403.80%
100-760-493900	Sex Offender Registration	\$ 1,500.00	\$ 180.00	\$ 1,835.00	\$ (335.00)	122.33%
100-760-494000	State Forfeiture Revenue	\$ 1,000.00	\$ -	\$ 14,771.54	\$ (13,771.54)	1477.15%
100-760-494001	Federal Forfeiture Revenue	\$ 1,000.00	\$ 3,862.70	\$ 5,322.56	\$ (4,322.56)	532.26%



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
100-760-495600	Insurance Reimbursements	\$ 75,000.00	\$ 4,109.64	\$ 40,877.87	\$ 34,122.13	54.50%
100-760-499800	Miscellaneous Receipts	\$ 1,000.00	\$ -	\$ 250.00	\$ 750.00	25.00%
100-760-499802	Cash Over/short	\$ -	\$ -	\$ (10.00)	\$ 10.00	0.00%
	Other Revenue	\$ 109,500.00	\$ 8,152.34	\$ 184,187.42	\$ (74,687.42)	168.21%
100-760-511602	Reimbursed Overtime	\$ 45,000.00	\$ -	\$ -	\$ 45,000.00	0.00%
100-760-598230	Grant Expense Contractual	\$ 204,889.00	\$ -	\$ 143,889.00	\$ 61,000.00	70.23%
	Contractual Services	\$ 249,889.00	\$ -	\$ 143,889.00	\$ 106,000.00	57.58%
760	Police Revenue	\$ 564,300.00	\$ 79,468.92	\$ 503,649.99	\$ 60,650.01	89.25%
100-761-511600	Salary: All Personnel	\$ 3,652,461.68	\$ 407,513.42	\$ 2,112,984.10	\$ 1,539,477.58	57.85%
100-761-515000	Overtime	\$ 300,000.00	\$ 23,755.78	\$ 141,564.49	\$ 158,435.51	47.19%
100-761-515500	Vacation Pay	\$ 350,000.00	\$ 25,989.10	\$ 167,848.98	\$ 182,151.02	47.96%
100-761-515600	Holiday Pay	\$ 165,000.00	\$ 115,851.48	\$ 127,133.25	\$ 37,866.75	77.05%
100-761-515800	Sick Pay	\$ 140,000.00	\$ 10,524.98	\$ 65,032.89	\$ 74,967.11	46.45%
100-761-515801	Sick Payout	\$ 25,000.00	\$ -	\$ 41,608.53	\$ (16,608.53)	166.43%
100-761-515900	Injury Pay	\$ 200,000.00	\$ 11,315.20	\$ 53,975.84	\$ 146,024.16	26.99%
100-761-517000	Oasdi/city Share 6.2%	\$ 3,666.09	\$ 413.84	\$ 2,190.26	\$ 1,475.83	59.74%
100-761-517001	Medicare/city Share 1.45%	\$ 74,058.19	\$ 8,248.67	\$ 37,438.19	\$ 36,620.00	50.55%
100-761-517401	IMRF	\$ 3,855.31	\$ 444.84	\$ 2,370.07	\$ 1,485.24	61.48%
100-761-518000	Group Insurance	\$ 1,073,038.82	\$ 96,480.68	\$ 667,537.33	\$ 405,501.49	62.21%
100-761-518300	Workers Comp Insurance	\$ 228,486.36	\$ 217,878.21	\$ 217,878.21	\$ 10,608.15	95.36%
100-761-518900	Uniform Allowance	\$ 51,700.00	\$ -	\$ 48,033.34	\$ 3,666.66	92.91%
100-761-554300	Tools & Uniforms	\$ 43,000.00	\$ 1,184.07	\$ 11,642.51	\$ 31,357.49	27.08%
100-761-559000	Medical Expense/supplies	\$ 8,000.00	\$ -	\$ 600.00	\$ 7,400.00	7.50%
	Personnel	\$ 6,318,266.45	\$ 919,600.27	\$ 3,697,837.99	\$ 2,620,428.46	58.53%
100-761-519000	Training And Education	\$ 160,000.00	\$ 959.35	\$ 26,272.29	\$ 133,727.71	16.42%
	Training & Education	\$ 160,000.00	\$ 959.35	\$ 26,272.29	\$ 133,727.71	16.42%
100-761-520200	Office Supplies	\$ 4,000.00	\$ 76.09	\$ 501.36	\$ 3,498.64	12.53%
100-761-520201	Live-scan Deposit Account	\$ 3,000.00	\$ -	\$ 4,495.00	\$ (1,495.00)	149.83%
100-761-520400	Postage	\$ 1,000.00	\$ -	\$ 86.93	\$ 913.07	8.69%
100-761-522400	General Supplies	\$ 6,000.00	\$ 282.23	\$ 976.65	\$ 5,023.35	16.28%
100-761-525000	Police Ammunition	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	0.00%
100-761-529000	Equipment	\$ 45,000.00	\$ 2,011.04	\$ 4,470.13	\$ 40,529.87	9.93%
100-761-556100	Gasoline/diesel Fuel	\$ 125,000.00	\$ 10,915.80	\$ 84,659.50	\$ 40,340.50	67.73%
	Supplies & Materials	\$ 209,000.00	\$ 13,285.16	\$ 95,189.57	\$ 113,810.43	45.55%
100-761-518100	Liability Insurance Premiums	\$ 110,673.98	\$ 96,971.49	\$ 96,971.49	\$ 13,702.49	87.62%
100-761-520905	Public Safety Dispatching Fee	\$ 425,000.00	\$ -	\$ 280,176.00	\$ 144,824.00	65.92%
100-761-524000	Lease/rental Of Equipment	\$ 425,000.00	\$ 26,168.61	\$ 187,340.62	\$ 237,659.38	44.08%
100-761-534000	Automotive Expense	\$ 85,000.00	\$ 8,183.17	\$ 35,831.51	\$ 49,168.49	42.15%
100-761-534101	Vehicle Towage	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-761-534400	Equipment Repairs	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	0.00%
100-761-538000	Maintenance Agreements	\$ 457,000.00	\$ 913.32	\$ 66,426.59	\$ 390,573.41	14.54%
100-761-551600	Dues And Subscriptions	\$ 12,500.00	\$ 458.23	\$ 5,026.48	\$ 7,473.52	40.21%
100-761-555000	Radio Expense	\$ 25,000.00	\$ 142.10	\$ 13,651.61	\$ 11,348.39	54.61%
100-761-555001	Radio Equipment	\$ 20,000.00	\$ 14,900.76	\$ 17,058.17	\$ 2,941.83	85.29%
100-761-555200	Radar Expense	\$ 2,000.00	\$ -	\$ 1,245.00	\$ 755.00	62.25%
100-761-566700	Care Of Stray Animals	\$ 65,000.00	\$ -	\$ 37,124.00	\$ 27,876.00	57.11%
100-761-569000	Other Contractual Service	\$ 6,000.00	\$ 178.65	\$ 860.73	\$ 5,139.27	14.35%
100-761-592500	Crime Prevention Expense	\$ 5,000.00	\$ -	\$ 1,511.46	\$ 3,488.54	30.23%
100-761-592602	Canine Unit	\$ 8,500.00	\$ 160.10	\$ 1,326.72	\$ 7,173.28	15.61%
100-761-592604	Emergency Services Team	\$ 16,000.00	\$ 1,675.04	\$ 7,439.16	\$ 8,560.84	46.49%
100-761-592606	Dui Enforcement	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	0.00%
100-761-592700	Shooting Range	\$ 5,000.00	\$ -	\$ 989.31	\$ 4,010.69	19.79%
100-761-598100	Public Relations	\$ 4,000.00	\$ 857.06	\$ 936.25	\$ 3,063.75	23.41%



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
	Contractual Services	\$ 1,677,673.98	\$ 150,608.53	\$ 753,915.10	\$ 923,758.88	44.94%
100-761-587000	Machinery And Equipment	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	0.00%
100-761-587100	Office Equipment & Furniture	\$ 15,000.00	\$ -	\$ 1,260.14	\$ 13,739.86	8.40%
	Capital Outlay	\$ 18,000.00	\$ -	\$ 1,260.14	\$ 16,739.86	7.00%
100-761-551000	Printing And Publications	\$ 4,000.00	\$ 182.00	\$ 511.44	\$ 3,488.56	12.79%
100-761-557200	License And Inspection Fees	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
100-761-590600	Bank/Credit Card Charges	\$ 1,500.00	\$ 131.58	\$ 822.53	\$ 677.47	54.84%
100-761-595000	Reimbursement - Personal	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
100-761-599000	Miscellaneous	\$ 5,000.00	\$ 171.86	\$ 1,666.55	\$ 3,333.45	33.33%
	Other Expenditures	\$ 14,000.00	\$ 485.44	\$ 3,000.52	\$ 10,999.48	21.43%
761	Police Patrol	\$ 8,396,940.43	\$ 1,084,938.75	\$ 4,577,475.61	\$ 3,819,464.82	54.51%
100-763-511600	Salary: All Personnel	\$ 991,869.23	\$ 118,931.61	\$ 623,966.05	\$ 367,903.18	62.91%
100-763-515000	Overtime	\$ 50,000.00	\$ 4,923.13	\$ 21,397.23	\$ 28,602.77	42.79%
100-763-515500	Vacation Pay	\$ 85,000.00	\$ 7,010.87	\$ 47,649.98	\$ 37,350.02	56.06%
100-763-515600	Holiday Pay	\$ 43,000.00	\$ 29,618.33	\$ 32,070.63	\$ 10,929.37	74.58%
100-763-515800	Sick Pay	\$ 20,000.00	\$ 638.40	\$ 2,880.88	\$ 17,119.12	14.40%
100-763-515900	Injury Pay	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	0.00%
100-763-517000	Oasdi/city Share 6.2%	\$ 2,300.00	\$ 525.71	\$ 2,754.41	\$ (454.41)	119.76%
100-763-517001	Medicare/city Share 1.45%	\$ 17,340.10	\$ 2,296.47	\$ 10,448.70	\$ 6,891.40	60.26%
100-763-517401	IMRF	\$ 2,600.00	\$ 581.16	\$ 3,092.75	\$ (492.75)	118.95%
100-763-518000	Group Insurance	\$ 466,904.18	\$ 31,149.56	\$ 218,104.32	\$ 248,799.86	46.71%
100-763-518900	Uniform Allowance	\$ 13,200.00	\$ -	\$ 12,756.87	\$ 443.13	96.64%
	Personnel	\$ 1,698,213.51	\$ 195,675.24	\$ 975,121.82	\$ 723,091.69	57.42%
100-763-519000	Training And Education	\$ 40,000.00	\$ 2,932.00	\$ 17,432.02	\$ 22,567.98	43.58%
	Training & Education	\$ 40,000.00	\$ 2,932.00	\$ 17,432.02	\$ 22,567.98	43.58%
100-763-520200	Office Supplies	\$ 2,000.00	\$ -	\$ 135.94	\$ 1,864.06	6.80%
100-763-520400	Postage	\$ 100.00	\$ -	\$ 21.84	\$ 78.16	21.84%
100-763-522000	Photographic Supplies	\$ 2,000.00	\$ 21.99	\$ 797.70	\$ 1,202.30	39.89%
100-763-522400	General Supplies	\$ 2,000.00	\$ 87.08	\$ 87.08	\$ 1,912.92	4.35%
100-763-529000	Equipment	\$ 2,000.00	\$ 89.18	\$ 1,912.48	\$ 87.52	95.62%
100-763-556100	Gasoline/diesel Fuel	\$ 12,000.00	\$ 1,345.40	\$ 8,209.95	\$ 3,790.05	68.42%
	Supplies & Materials	\$ 20,100.00	\$ 1,543.65	\$ 11,164.99	\$ 8,935.01	55.55%
100-763-524000	Lease/rental Of Equipment	\$ 3,600.00	\$ 813.66	\$ 3,524.46	\$ 75.54	97.90%
100-763-534000	Automotive Expense	\$ 7,000.00	\$ -	\$ 678.24	\$ 6,321.76	9.69%
100-763-534400	Equipment Repairs	\$ 250.00	\$ -	\$ -	\$ 250.00	0.00%
100-763-538000	Maintenance Agreements	\$ 4,500.00	\$ 35.00	\$ 1,910.47	\$ 2,589.53	42.45%
100-763-551600	Dues And Subscriptions	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
100-763-560500	Consulting Services	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
100-763-569000	Other Contractual Service	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-763-592600	Special Investigations Exp	\$ 12,000.00	\$ -	\$ 1,393.52	\$ 10,606.48	11.61%
100-763-592800	Polygraph Exam	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-763-592900	State Forfeiture Expense	\$ -	\$ -	\$ 5,389.50	\$ (5,389.50)	0.00%
100-763-592901	Federal Forfeiture Expense	\$ -	\$ -	\$ 6,022.24	\$ (6,022.24)	0.00%
	Contractual Services	\$ 39,350.00	\$ 848.66	\$ 18,918.43	\$ 20,431.57	48.08%
100-763-587100	Office Equipment & Furniture	\$ 3,000.00	\$ -	\$ 204.87	\$ 2,795.13	6.83%
	Capital Outlay	\$ 3,000.00	\$ -	\$ 204.87	\$ 2,795.13	6.83%
100-763-551000	Printing And Publications	\$ 500.00	\$ 52.25	\$ 105.25	\$ 394.75	21.05%
100-763-554200	Meals Lodging	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
100-763-595000	Reimbursement - Personal	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-763-599000	Miscellaneous	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
	Other Expenditures	\$ 3,500.00	\$ 52.25	\$ 105.25	\$ 3,394.75	3.01%
763	Special Services	\$ 1,804,163.51	\$ 201,051.80	\$ 1,022,947.38	\$ 781,216.13	56.70%
100-764-511600	Salary: All Personnel	\$ 337,735.09	\$ 37,796.31	\$ 204,340.35	\$ 133,394.74	60.50%



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
100-764-515000	Overtime	\$ 19,000.00	\$ 1,040.40	\$ 10,931.44	\$ 8,068.56	57.53%
100-764-515500	Vacation Pay	\$ 25,000.00	\$ 3,701.20	\$ 14,615.04	\$ 10,384.96	58.46%
100-764-515600	Holiday Pay	\$ 19,000.00	\$ 1,877.76	\$ 7,305.44	\$ 11,694.56	38.45%
100-764-515800	Sick Pay	\$ 12,000.00	\$ 721.83	\$ 13,135.04	\$ (1,135.04)	109.46%
100-764-517000	Oasdi/city Share 6.2%	\$ 25,589.58	\$ 2,681.98	\$ 14,756.44	\$ 10,833.14	57.67%
100-764-517001	Medicare/city Share 1.45%	\$ 5,984.66	\$ 627.22	\$ 3,450.97	\$ 2,533.69	57.66%
100-764-517401	IMRF	\$ 26,910.33	\$ 2,942.98	\$ 16,321.38	\$ 10,588.95	60.65%
100-764-518000	Group Insurance	\$ 102,032.96	\$ 9,171.40	\$ 65,564.06	\$ 36,468.90	64.26%
100-764-554300	Uniforms And Tools	\$ 3,000.00	\$ 21.49	\$ 311.99	\$ 2,688.01	10.40%
100-764-559000	Medical Expense/supplies	\$ 500.00	\$ 422.31	\$ 422.31	\$ 77.69	84.46%
	Personnel	\$ 576,752.62	\$ 61,004.88	\$ 351,154.46	\$ 225,598.16	60.88%
100-764-519000	Training And Education	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
	Training & Education	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
100-764-520200	Office Supplies	\$ 2,000.00	\$ 53.59	\$ 962.86	\$ 1,037.14	48.14%
100-764-520400	Postage	\$ 5,000.00	\$ 245.59	\$ 2,526.71	\$ 2,473.29	50.53%
100-764-522400	General Supplies	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-764-529000	Equipment	\$ 1,000.00	\$ -	\$ 875.28	\$ 124.72	87.53%
	Supplies & Materials	\$ 8,500.00	\$ 299.18	\$ 4,364.85	\$ 4,135.15	51.35%
100-764-524000	Lease/rental Of Equipment	\$ 2,500.00	\$ 271.22	\$ 1,084.46	\$ 1,415.54	43.38%
100-764-538000	Maintenance Agreements	\$ 9,000.00	\$ -	\$ 1,333.55	\$ 7,666.45	14.82%
	Contractual Services	\$ 11,500.00	\$ 271.22	\$ 2,418.01	\$ 9,081.99	21.03%
100-764-587100	Office Equipment & Furniture	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
	Capital Outlay	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
100-764-551000	Printing And Publications	\$ 1,500.00	\$ -	\$ 1,595.70	\$ (95.70)	106.38%
100-764-554200	Meals Lodging	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-764-599000	Miscellaneous	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
	Other Expenditures	\$ 2,500.00	\$ -	\$ 1,595.70	\$ 904.30	63.83%
764	Police Records	\$ 602,252.62	\$ 61,575.28	\$ 359,533.02	\$ 242,719.60	59.70%
100-766-451700	Property Clean Up Fees	\$ -	\$ 4,730.00	\$ 63,589.00	\$ (63,589.00)	0.00%
	Fines And Forfeitures	\$ -	\$ 4,730.00	\$ 63,589.00	\$ (63,589.00)	0.00%
100-766-511600	Salary: All Personnel	\$ 158,230.25	\$ 17,764.40	\$ 99,314.10	\$ 58,916.15	62.77%
100-766-515000	Overtime	\$ 10,000.00	\$ 288.45	\$ 3,307.57	\$ 6,692.43	33.08%
100-766-515500	Vacation Pay	\$ 6,879.58	\$ 564.08	\$ 1,556.42	\$ 5,323.16	22.62%
100-766-515600	Holiday Pay	\$ 6,879.58	\$ 675.65	\$ 2,702.60	\$ 4,176.98	39.28%
100-766-515800	Sick Pay	\$ 6,879.58	\$ 829.49	\$ 4,402.25	\$ 2,477.33	63.99%
100-766-517000	Oasdi/city Share 6.2%	\$ 11,089.88	\$ 1,205.28	\$ 6,655.09	\$ 4,434.79	60.01%
100-766-517001	Medicare/city Share 1.45%	\$ 2,593.60	\$ 281.87	\$ 1,556.44	\$ 1,037.16	60.01%
100-766-517401	IMRF	\$ 11,662.26	\$ 1,311.97	\$ 7,229.62	\$ 4,432.64	61.99%
100-766-518000	Group Insurance	\$ 30,014.03	\$ 4,486.48	\$ 31,431.75	\$ (1,417.72)	104.72%
100-766-518300	Workers Comp Insurance	\$ 4,375.12	\$ 1,487.12	\$ 1,487.12	\$ 2,888.00	33.99%
100-766-554300	Uniforms And Tools	\$ 3,400.00	\$ -	\$ 1,091.76	\$ 2,308.24	32.11%
100-766-559000	Medical Expense/supplies	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
	Personnel	\$ 253,003.88	\$ 28,894.79	\$ 160,734.72	\$ 92,269.16	63.53%
100-766-519000	Training And Education	\$ 8,500.00	\$ -	\$ 745.00	\$ 7,755.00	8.76%
	Training & Education	\$ 8,500.00	\$ -	\$ 745.00	\$ 7,755.00	8.76%
100-766-520200	Office Supplies	\$ 500.00	\$ -	\$ 148.60	\$ 351.40	29.72%
100-766-520400	Postage	\$ 1,000.00	\$ 50.37	\$ 375.89	\$ 624.11	37.59%
100-766-522400	General Supplies	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
100-766-529000	Equipment	\$ 2,500.00	\$ -	\$ 218.71	\$ 2,281.29	8.75%
100-766-556100	Gasoline/diesel Fuel	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00	0.00%
	Supplies & Materials	\$ 13,000.00	\$ 50.37	\$ 743.20	\$ 12,256.80	5.72%
100-766-518100	Liability Insurance Premiums	\$ 4,638.80	\$ 3,857.16	\$ 3,857.16	\$ 781.64	83.15%
100-766-534000	Automotive Expense	\$ 5,000.00	\$ -	\$ 1,873.70	\$ 3,126.30	37.47%



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
100-766-534101	Vehicle Towage	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-766-534200	Building & Grounds Repair	\$ 135,000.00	\$ 2,825.00	\$ 23,109.50	\$ 111,890.50	17.12%
100-766-534400	Equipment Repairs	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-766-536100	Property Cleanup Fees	\$ 200,000.00	\$ 185.00	\$ 128,575.00	\$ 71,425.00	64.29%
100-766-555000	Radio Expense	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
100-766-569000	Other Contractual Service	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
	Contractual Services	\$ 348,638.80	\$ 6,867.16	\$ 157,415.36	\$ 191,223.44	45.15%
100-766-587001	Lease/Purchase Equipmen	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
100-766-587100	Office Equipment & Furniture	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
100-766-587500	Vehicles	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
	Capital Outlay	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	0.00%
100-766-551000	Printing And Publications	\$ 500.00	\$ 226.00	\$ 755.50	\$ (255.50)	151.10%
100-766-590600	Bank/Credit Card Fees	\$ 6,500.00	\$ 752.04	\$ 4,392.53	\$ 2,107.47	67.58%
100-766-593300	Lien Filing & Release Fees	\$ 6,500.00	\$ 207.00	\$ 3,174.00	\$ 3,326.00	48.83%
100-766-599000	Miscellaneous	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
	Other Expenditures	\$ 14,500.00	\$ 1,185.04	\$ 8,322.03	\$ 6,177.97	57.39%
766	Code Enforcem	\$ (640,642.68)	\$ (32,267.36)	\$ (264,371.31)	\$ (376,271.37)	41.27%
100-793-427000	Plan Review Services	\$ 1,200.00	\$ 200.00	\$ 1,600.00	\$ (400.00)	133.33%
100-793-451400	Electrical Inspection Fee	\$ 4,000.00	\$ -	\$ 924.00	\$ 3,076.00	23.10%
100-793-451700	Property Cleanup Fees	\$ -	\$ -	\$ (708.32)	\$ 708.32	0.00%
	Fees/Charges For Service	\$ 5,200.00	\$ 200.00	\$ 1,815.68	\$ 3,384.32	34.92%
100-793-420500	Hvac License	\$ 9,000.00	\$ 5,500.00	\$ 5,800.00	\$ 3,200.00	64.44%
100-793-420800	Electrical Contractors License	\$ 11,000.00	\$ 18,550.00	\$ 20,150.00	\$ (9,150.00)	183.18%
100-793-423000	Home Occupation License	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
100-793-425500	Hvac Permit	\$ 15,000.00	\$ 3,205.00	\$ 14,617.00	\$ 383.00	97.45%
100-793-425700	Special Use Permit	\$ 5,500.00	\$ 150.00	\$ 1,430.00	\$ 4,070.00	26.00%
100-793-425800	Application Fee	\$ 1,000.00	\$ 150.00	\$ 1,425.00	\$ (425.00)	142.50%
100-793-426000	Electrical Permits	\$ 22,000.00	\$ 5,274.00	\$ 36,308.00	\$ (14,308.00)	165.04%
100-793-426100	Enterprise Zone Fee	\$ 5,000.00	\$ -	\$ 546.55	\$ 4,453.45	10.93%
100-793-426400	Building And Rezoning Permit	\$ 170,000.00	\$ 7,528.00	\$ 117,040.00	\$ 52,960.00	68.85%
100-793-451200	Plumbing Permits	\$ 25,000.00	\$ 1,657.00	\$ 13,248.00	\$ 11,752.00	52.99%
	Licenses And Permits	\$ 265,000.00	\$ 42,014.00	\$ 210,564.55	\$ 54,435.45	79.46%
100-793-499800	Miscellaneous Receipts	\$ -	\$ -	\$ (136.50)	\$ 136.50	0.00%
100-793-499802	Cash Over/short	\$ -	\$ -	\$ 40.00	\$ (40.00)	0.00%
	Other Revenue	\$ -	\$ -	\$ (96.50)	\$ 96.50	0.00%
100-793-511600	Salary: All Personnel	\$ 277,168.90	\$ 24,401.33	\$ 134,262.30	\$ 142,906.60	48.44%
100-793-515000	Overtime	\$ 1,000.00	\$ 75.39	\$ 1,982.35	\$ (982.35)	198.24%
100-793-515500	Vacation Pay	\$ 11,844.82	\$ 267.36	\$ 3,361.98	\$ 8,482.84	28.38%
100-793-515600	Holiday Pay	\$ 11,844.82	\$ 895.05	\$ 3,312.84	\$ 8,531.98	27.97%
100-793-515800	Sick Pay	\$ 7,106.89	\$ 1,287.76	\$ 2,115.44	\$ 4,991.45	29.77%
100-793-517000	Oasdi/city Share 6.2%	\$ 19,093.86	\$ 1,619.45	\$ 8,697.54	\$ 10,396.32	45.55%
100-793-517001	Medicare/city Share 1.45%	\$ 4,465.50	\$ 378.76	\$ 2,034.17	\$ 2,431.33	45.55%
100-793-517401	IMRF	\$ 20,079.35	\$ 1,755.65	\$ 9,456.33	\$ 10,623.02	47.09%
100-793-518000	Group Insurance	\$ 42,804.36	\$ 5,396.98	\$ 35,791.59	\$ 7,012.77	83.62%
100-793-518300	Workers Comp Insurance	\$ 4,000.00	\$ 2,478.54	\$ 2,478.54	\$ 1,521.46	61.96%
100-793-554300	Uniforms And Tools	\$ 10,000.00	\$ -	\$ 400.00	\$ 9,600.00	4.00%
	Personnel	\$ 409,408.50	\$ 38,556.27	\$ 203,893.08	\$ 205,515.42	49.80%
100-793-519000	Training And Education	\$ 5,000.00	\$ 885.47	\$ 1,050.47	\$ 3,949.53	21.01%
	Training & Education	\$ 5,000.00	\$ 885.47	\$ 1,050.47	\$ 3,949.53	21.01%
100-793-520200	Office Supplies	\$ 1,500.00	\$ 44.00	\$ 126.06	\$ 1,373.94	8.40%
100-793-520400	Postage	\$ 1,500.00	\$ 179.06	\$ 537.32	\$ 962.68	35.82%
100-793-522400	General Supplies	\$ 500.00	\$ -	\$ 1,619.19	\$ (1,119.19)	323.84%
100-793-556100	Gasoline/diesel Fuel	\$ 6,000.00	\$ 196.35	\$ 2,313.15	\$ 3,686.85	38.55%



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
	Supplies & Materials	\$ 9,500.00	\$ 419.41	\$ 4,595.72	\$ 4,904.28	48.38%
100-793-518100	Liability Insurance Premiums	\$ 3,500.00	\$ 3,544.32	\$ 3,544.32	\$ (44.32)	101.27%
100-793-524000	Lease/rental Of Equipment	\$ 47,760.00	\$ 2,029.19	\$ 14,204.33	\$ 33,555.67	29.74%
100-793-534000	Automotive Expense	\$ 5,000.00	\$ -	\$ 1,682.20	\$ 3,317.80	33.64%
100-793-551600	Dues And Subscriptions	\$ 5,000.00	\$ 250.00	\$ 250.00	\$ 4,750.00	5.00%
100-793-569000	Other Contractual Service	\$ 60,000.00	\$ -	\$ 23,047.85	\$ 36,952.15	38.41%
100-793-599801	Computer Software	\$ 12,000.00	\$ -	\$ 10,000.00	\$ 2,000.00	83.33%
	Contractual Services	\$ 133,260.00	\$ 5,823.51	\$ 52,728.70	\$ 80,531.30	39.57%
100-793-587100	Office Equipment & Furniture	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
	Capital Outlay	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
100-793-551000	Printing And Publications	\$ 2,000.00	\$ 100.00	\$ 1,890.92	\$ 109.08	94.55%
	Other Expenditures	\$ 2,000.00	\$ 100.00	\$ 1,890.92	\$ 109.08	94.55%
793	Inspections	\$ (289,468.50)	\$ (3,570.66)	\$ (51,875.16)	\$ (237,593.34)	17.92%
100-990-410100	Real Estate Tax	\$ 4,934,332.00	\$ 234,471.58	\$ 4,967,888.10	\$ (33,556.10)	100.68%
100-990-410900	Use Tax	\$ 1,200,000.00	\$ 88,866.21	\$ 653,346.71	\$ 546,653.29	54.45%
100-990-411000	Municipal Sales Tax	\$ 6,900,000.00	\$ 580,836.03	\$ 3,996,521.25	\$ 2,903,478.75	57.92%
100-990-411004	Home Rule Sales Tax	\$ 7,725,000.00	\$ 652,230.51	\$ 4,404,494.35	\$ 3,320,505.65	57.02%
100-990-411005	Local Cannabis Sales Tax	\$ 190,000.00	\$ 15,416.41	\$ 113,194.66	\$ 76,805.34	59.58%
100-990-411100	Utility Tax	\$ 4,000,000.00	\$ -	\$ -	\$ 4,000,000.00	0.00%
100-990-411110	Utility Tax Electric	\$ -	\$ 161,870.05	\$ 1,123,421.01	\$ (1,123,421.01)	0.00%
100-990-411120	Utility Tax Natural Gas	\$ -	\$ 43,629.73	\$ 244,570.39	\$ (244,570.39)	0.00%
100-990-411130	Utility Tax Water	\$ -	\$ 41,391.55	\$ 256,212.13	\$ (256,212.13)	0.00%
100-990-412000	Replacement P/p Tax - State	\$ 3,000,000.00	\$ -	\$ 1,228,261.63	\$ 1,771,738.37	40.94%
100-990-412300	Video Gaming Tax	\$ 720,000.00	\$ 61,688.47	\$ 420,710.46	\$ 299,289.54	58.43%
100-990-413000	Illinois Income Tax	\$ 5,356,000.00	\$ 355,996.83	\$ 3,323,049.16	\$ 2,032,950.84	62.04%
100-990-414100	Food & Beverage Tax	\$ 1,648,000.00	\$ 109,228.83	\$ 910,153.62	\$ 737,846.38	55.23%
100-990-414200	Packaged Liquor Tax	\$ 225,000.00	\$ 18,183.34	\$ 125,473.27	\$ 99,526.73	55.77%
100-990-455002	Municipal Telecommunicatns	\$ 310,000.00	\$ 24,628.75	\$ 172,877.30	\$ 137,122.70	55.77%
100-990-496200	PPRT Tax Clearing Acct	\$ 210,000.00	\$ -	\$ 63,419.51	\$ 146,580.49	30.20%
	Taxes	\$ 36,418,332.00	\$ 2,388,438.29	\$ 22,003,593.55	\$ 14,414,738.45	60.42%
100-990-455001	Ameren Franchise	\$ 335,600.00	\$ 27,966.67	\$ 195,766.67	\$ 139,833.33	58.33%
100-990-455003	Franchise Fee - Cable Tv	\$ 350,000.00	\$ -	\$ 131,155.44	\$ 218,844.56	37.47%
100-990-455004	Good Energy Revenue	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
100-990-458000	TC3 Service Fee	\$ 35,000.00	\$ 1,250.00	\$ 8,750.00	\$ 26,250.00	25.00%
	Fees/Charges For Service	\$ 725,600.00	\$ 29,216.67	\$ 335,672.11	\$ 389,927.89	46.26%
100-990-463500	Late Payment Penalty	\$ 6,000.00	\$ 354.96	\$ 5,916.29	\$ 83.71	98.60%
100-990-463600	Interest Charge	\$ 1,500.00	\$ 70.79	\$ 996.29	\$ 503.71	66.42%
	Fines And Forfeitures	\$ 7,500.00	\$ 425.75	\$ 6,912.58	\$ 587.42	92.17%
100-990-490100	Interest Earnings	\$ 600,000.00	\$ 46,626.21	\$ 368,408.51	\$ 231,591.49	61.40%
	Investment Earnings	\$ 600,000.00	\$ 46,626.21	\$ 368,408.51	\$ 231,591.49	61.40%
100-990-454500	Other Contractual Revenue	\$ 50,000.00	\$ 7,120.58	\$ 52,879.27	\$ (2,879.27)	105.76%
100-990-498900	Non Sufficient Funds Fee	\$ -	\$ -	\$ (25.00)	\$ 25.00	0.00%
100-990-499800	Miscellaneous Receipts	\$ -	\$ 317.17	\$ 5,077.50	\$ (5,077.50)	0.00%
	Other Revenue	\$ 50,000.00	\$ 7,437.75	\$ 57,931.77	\$ (7,931.77)	115.86%
100-990-440924	Transfer From Llibrary	\$ 15,000.00	\$ -	\$ 7,500.00	\$ 7,500.00	50.00%
	Transfers From Other Funds	\$ 15,000.00	\$ -	\$ 7,500.00	\$ 7,500.00	50.00%
100-990-520200	Office Supplies	\$ -	\$ -	\$ 15.95	\$ (15.95)	0.00%
100-990-520400	Postage	\$ -	\$ 969.58	\$ 202.21	\$ (202.21)	0.00%
	Supplies & Materials	\$ -	\$ 969.58	\$ 218.16	\$ (218.16)	0.00%
100-990-524000	Lease/rental Of Equipment	\$ 5,000.00	\$ 881.84	\$ 4,899.50	\$ 100.50	97.99%
100-990-538000	Maintenance Agreements	\$ 10,000.00	\$ -	\$ 3,359.79	\$ 6,640.21	33.60%
100-990-560100	Auditing Fees	\$ 100,000.00	\$ -	\$ 30,285.00	\$ 69,715.00	30.29%
100-990-565900	Citylink Contract	\$ 210,000.00	\$ -	\$ -	\$ 210,000.00	0.00%



General Ledger

General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
100-990-569000	Other Contractual Service	\$ 110,000.00	\$ 245.56	\$ 2,496.16	\$ 107,503.84	2.27%
100-990-590900	Police And Fire Commission	\$ 20,000.00	\$ 1,425.77	\$ 5,200.91	\$ 14,799.09	26.00%
	Contractual Services	\$ 455,000.00	\$ 2,553.17	\$ 46,241.36	\$ 408,758.64	10.16%
100-990-580200	Land Purchase	\$ 2,350,000.00	\$ 225,000.00	\$ 2,225,000.00	\$ 125,000.00	94.68%
	Capital Outlay	\$ 2,350,000.00	\$ 225,000.00	\$ 2,225,000.00	\$ 125,000.00	94.68%
100-990-551000	Printing And Publications	\$ 1,000.00	\$ 38.00	\$ 1,190.94	\$ (190.94)	119.09%
100-990-590600	Bank Charges	\$ 1,500.00	\$ 70.00	\$ 530.00	\$ 970.00	35.33%
100-990-599000	Miscellaneous	\$ -	\$ -	\$ (951.62)	\$ 951.62	0.00%
100-990-599999	Contingency	\$ 500,000.00	\$ -	\$ -	\$ 500,000.00	0.00%
	Other Expenditures	\$ 502,500.00	\$ 108.00	\$ 769.32	\$ 501,730.68	0.15%
100-990-590400	Interest Paid	\$ 34,713.33	\$ 2,759.65	\$ 19,351.45	\$ 15,361.88	55.75%
100-990-591400	Loan payments	\$ 80,149.10	\$ 6,634.38	\$ 46,406.76	\$ 33,742.34	57.90%
	Debt Service	\$ 114,862.43	\$ 9,394.03	\$ 65,758.21	\$ 49,104.22	57.25%
100-990-520445	Transfer To Capital Projects	\$ 870,000.00	\$ -	\$ 870,000.00	\$ -	100.00%
100-990-520525	Transfer To Pekin Airport	\$ 318,200.00	\$ -	\$ -	\$ 318,200.00	0.00%
100-990-520941	Transfer To Police Pension	\$ 2,284,493.79	\$ 250,000.00	\$ 696,304.74	\$ 1,588,189.05	30.48%
100-990-520944	Transfer To Fire Pension	\$ 4,345,387.58	\$ 500,000.00	\$ 1,368,476.43	\$ 2,976,911.15	31.49%
	Transfers To Other Funds	\$ 7,818,081.37	\$ 750,000.00	\$ 2,934,781.17	\$ 4,883,300.20	37.54%
990	General Operations	\$ 26,575,988.20	\$ 1,484,119.89	\$ 17,507,250.30	\$ 9,068,737.90	65.88%
100	General Fund	\$ (777,700.70)	\$ (2,058,150.68)	\$ 1,628,154.52	\$ (2,405,855.22)	-209.35%
Revenue Total		\$ 40,799,517.00	\$ 2,652,915.79	\$ 24,570,239.50	\$ 16,229,277.50	60.22%
Expense Total		\$ 41,577,217.70	\$ 4,711,066.47	\$ 22,942,084.98	\$ 18,635,132.72	55.18%
Grand Total		\$ (777,700.70)	\$ (2,058,150.68)	\$ 1,628,154.52	\$ (2,405,855.22)	-2.09%

General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
208	Tourism					
208-208-411005	Home Rule Motel Tax	\$ 375,000.00	\$ 17,636.86	\$ 195,570.78	\$ 179,429.22	52.15%
	Taxes	\$ 375,000.00	\$ 17,636.86	\$ 195,570.78	\$ 179,429.22	52.15%
208-208-463500	Late Payment Penalty	\$ 500.00	\$ -	\$ 303.02	\$ 196.98	60.60%
208-208-463600	Interest Charges	\$ 250.00	\$ -	\$ 60.60	\$ 189.40	24.24%
	Fines And Forfeitures	\$ 750.00	\$ -	\$ 363.62	\$ 386.38	48.48%
208-208-490100	Interest Earnings	\$ 350.00	\$ 2,168.12	\$ 13,782.59	\$ (13,432.59)	3937.88%
	Investment Earnings	\$ 350.00	\$ 2,168.12	\$ 13,782.59	\$ (13,432.59)	3937.88%
208-208-499201	Tourism Contributions	\$ 2,500.00	\$ -	\$ 1,500.00	\$ 1,000.00	60.00%
208-208-499800	Miscellaneous Receipts	\$ -	\$ 1,080.00	\$ 13,185.88	\$ (13,185.88)	0.00%
	Other Revenue	\$ 2,500.00	\$ 1,080.00	\$ 14,685.88	\$ (12,185.88)	587.44%
208-208-511600	Salary: All Personnel	\$ 15,126.86	\$ -	\$ 1,050.59	\$ 14,076.27	6.95%
208-208-511601	Admin Cost Allocation	\$ -	\$ 1,740.20	\$ 8,514.40	\$ (8,514.40)	0.00%
208-208-515500	Vacation Pay	\$ 990.84	\$ 76.02	\$ 364.56	\$ 626.28	36.79%
208-208-515600	Holiday Pay	\$ 660.56	\$ 65.89	\$ 248.56	\$ 412.00	37.63%
208-208-515800	Sick Pay	\$ 396.34	\$ 94.49	\$ 211.01	\$ 185.33	53.24%
208-208-517000	Oasdi/city Share 6.2%	\$ 1,064.82	\$ 120.33	\$ 623.72	\$ 441.10	58.58%
208-208-517001	Medicare/city Share 1.45%	\$ 249.03	\$ 28.18	\$ 146.11	\$ 102.92	58.67%
208-208-517401	IMRF	\$ 1,119.78	\$ 130.24	\$ 679.14	\$ 440.64	60.65%
208-208-518000	Group Insurance	\$ 2,184.16	\$ 357.86	\$ 2,414.76	\$ (230.60)	110.56%
	Personnel	\$ 21,792.39	\$ 2,613.21	\$ 14,252.85	\$ 7,539.54	65.40%
208-208-519000	Training And Education	\$ -	\$ -	\$ 101.68	\$ (101.68)	0.00%
	Training & Education	\$ -	\$ -	\$ 101.68	\$ (101.68)	0.00%
208-208-520400	Postage	\$ -	\$ -	\$ 20.50	\$ (20.50)	0.00%
208-208-598505	Special Events	\$ 66,000.00	\$ 4,954.40	\$ 29,466.40	\$ 36,533.60	44.65%
	Supplies & Materials	\$ 66,000.00	\$ 4,954.40	\$ 29,486.90	\$ 36,513.10	44.68%
208-208-551600	Dues And Subscriptions	\$ 32,500.00	\$ -	\$ 32,500.00	\$ -	100.00%
208-208-560500	Consulting Services	\$ 30,000.00	\$ 4,710.30	\$ 12,457.30	\$ 17,542.70	41.52%
208-208-569000	Other Contractual Service	\$ -	\$ 172.78	\$ 1,215.07	\$ (1,215.07)	0.00%
208-208-573100	Grants	\$ 25,000.00	\$ -	\$ 2,979.21	\$ 22,020.79	11.92%
208-208-598100	Public Relations	\$ 30,000.00	\$ 3,341.45	\$ 14,268.70	\$ 15,731.30	47.56%
	Contractual Services	\$ 117,500.00	\$ 8,224.53	\$ 63,420.28	\$ 54,079.72	53.97%
208-208-580201	Land Improvements	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	0.00%
	Capital Outlay	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	0.00%
208-208-597700	Sponsorships	\$ 63,750.00	\$ 245.85	\$ 59,613.45	\$ 4,136.55	93.51%
	Other Expenditures	\$ 63,750.00	\$ 245.85	\$ 59,613.45	\$ 4,136.55	93.51%
208	Tourism	\$ 79,557.61	\$ 4,846.99	\$ 57,527.71	\$ 22,029.90	72.31%
223	Solid Waste					
223-223-452300	Bulk Item Garbage Fees	\$ -	\$ 1,700.00	\$ 11,610.00	\$ (11,610.00)	0.00%
223-223-452400	Garbage Fees Non-resident	\$ -	\$ 166.25	\$ 691.25	\$ (691.25)	0.00%
223-223-459000	Sanitation Fee	\$ 3,540,077.50	\$ 295,594.63	\$ 2,069,401.82	\$ 1,470,675.68	58.46%
223-223-459400	Special Refuse Pickups	\$ 2,500.00	\$ 264.00	\$ 1,872.12	\$ 627.88	74.88%
	Fees/Charges For Service	\$ 3,542,577.50	\$ 297,724.88	\$ 2,083,575.19	\$ 1,459,002.31	58.82%
223-223-421000	Garbage Licenses	\$ -	\$ 250.00	\$ 250.00	\$ (250.00)	0.00%
	Licenses And Permits	\$ -	\$ 250.00	\$ 250.00	\$ (250.00)	0.00%
223-223-490100	Interest Earnings	\$ -	\$ 2,501.31	\$ 7,485.40	\$ (7,485.40)	0.00%
	Investment Earnings	\$ -	\$ 2,501.31	\$ 7,485.40	\$ (7,485.40)	0.00%
223-223-491500	Sale Of Municipal Property	\$ 50,000.00	\$ 1,800.00	\$ 19,020.00	\$ 30,980.00	38.04%
	Other Revenue	\$ 50,000.00	\$ 1,800.00	\$ 19,020.00	\$ 30,980.00	38.04%
223-223-511600	Salary: All Personnel	\$ 613,374.45	\$ 39,144.42	\$ 229,807.11	\$ 383,567.34	37.47%
223-223-511601	Admin Cost Allocation	\$ -	\$ 20,427.80	\$ 95,800.03	\$ (95,800.03)	0.00%
223-223-515000	Overtime	\$ 30,900.00	\$ 2,661.89	\$ 17,741.59	\$ 13,158.41	57.42%
223-223-515500	Vacation Pay	\$ 31,874.37	\$ 3,823.19	\$ 11,455.78	\$ 20,418.59	35.94%
223-223-515600	Holiday Pay	\$ 26,780.00	\$ 2,180.98	\$ 8,734.60	\$ 18,045.40	32.62%
223-223-515800	Sick Pay	\$ 12,469.60	\$ 683.01	\$ 4,104.41	\$ 8,365.19	32.92%

General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
223-023-515900	Compensated Absences	\$ 9,270.00	\$ -	\$ -	\$ 9,270.00	0.00%
223-023-517000	Oasdi/city Share 6.2%	\$ 44,232.07	\$ 4,129.66	\$ 21,988.21	\$ 22,243.86	49.71%
223-023-517001	Medicare/city Share 1.45%	\$ 10,450.23	\$ 965.84	\$ 5,142.29	\$ 5,307.94	49.21%
223-023-517401	IMRF	\$ 65,926.11	\$ 4,491.48	\$ 23,937.63	\$ 41,988.48	36.31%
223-023-518000	Group Insurance	\$ 188,546.85	\$ 16,819.45	\$ 107,763.49	\$ 80,783.36	57.15%
223-023-518300	Workers Comp Insurance	\$ 45,000.00	\$ 43,787.70	\$ 43,787.70	\$ 1,212.30	97.31%
223-023-554300	Uniforms And Tools	\$ 4,000.00	\$ 107.47	\$ 2,996.98	\$ 1,003.02	74.92%
223-023-559000	Medical Expense/supplies	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
	Personnel	\$ 1,083,323.68	\$ 139,222.89	\$ 573,259.82	\$ 510,063.86	52.92%
223-023-519000	Training And Education	\$ -	\$ -	\$ 116.21	\$ (116.21)	0.00%
	Training & Education	\$ -	\$ -	\$ 116.21	\$ (116.21)	0.00%
223-023-520200	Office Supplies	\$ 300.00	\$ -	\$ 120.98	\$ 179.02	40.33%
223-023-520400	Postage	\$ 34,000.00	\$ 3,334.52	\$ 22,510.29	\$ 11,489.71	66.21%
223-023-522400	General Supplies	\$ 2,000.00	\$ 137.96	\$ 2,035.73	\$ (35.73)	101.79%
223-023-529000	Equipment	\$ 65,000.00	\$ -	\$ 9,195.83	\$ 55,804.17	14.15%
223-023-556100	Gasoline/diesel Fuel	\$ 160,000.00	\$ 16,843.37	\$ 125,869.81	\$ 34,130.19	78.67%
	Supplies & Materials	\$ 261,300.00	\$ 20,315.85	\$ 159,732.64	\$ 101,567.36	61.13%
223-023-518100	Liability Insurance Premiums	\$ 29,355.00	\$ 33,544.17	\$ 33,544.17	\$ (4,189.17)	114.27%
223-023-524000	Lease/rental Of Equipment	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00	0.00%
223-023-534000	Automotive Expense	\$ 150,000.00	\$ 13,822.22	\$ 91,436.51	\$ 58,563.49	60.96%
223-023-534400	Equipment Repairs	\$ -	\$ -	\$ 198.06	\$ (198.06)	0.00%
223-023-538000	Maintenance Agreements	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
223-023-560100	Auditing Fees	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -	100.00%
223-023-561000	legal fees	\$ 800.00	\$ -	\$ 400.04	\$ 399.96	50.01%
223-023-566500	Landfill Expense	\$ 672,000.00	\$ 56,801.34	\$ 342,624.14	\$ 329,375.86	50.99%
223-023-569000	Other Contractual Service	\$ 50,000.00	\$ 7,429.19	\$ 42,601.52	\$ 7,398.48	85.20%
	Contractual Services	\$ 907,355.00	\$ 111,596.92	\$ 513,304.44	\$ 394,050.56	56.57%
223-023-551000	Printing And Publications	\$ 500.00	\$ -	\$ 510.00	\$ (10.00)	102.00%
223-023-557200	License And Inspection Fees	\$ 500.00	\$ -	\$ (173.00)	\$ 673.00	-34.60%
223-023-590600	Bank/Credit Card Fees	\$ 15,000.00	\$ 2,046.70	\$ 13,165.15	\$ 1,834.85	87.77%
	Other Expenditures	\$ 16,000.00	\$ 2,046.70	\$ 13,502.15	\$ 2,497.85	84.39%
223-023-590400	Interest Paid	\$ 39,747.02	\$ -	\$ 1,205.73	\$ 38,541.29	3.03%
223-023-591000	Bond Principal Retired	\$ 128,252.98	\$ -	\$ -	\$ 128,252.98	0.00%
	Debt Service	\$ 168,000.00	\$ -	\$ 1,205.73	\$ 166,794.27	0.72%
023	Garbage	\$ 1,156,598.82	\$ 29,093.83	\$ 849,209.60	\$ 307,389.22	73.42%
223-025-511600	Salary: All Personnel	\$ 123,600.00	\$ 18,058.98	\$ 102,962.70	\$ 20,637.30	83.30%
223-025-515000	Overtime	\$ 8,755.00	\$ 707.04	\$ 2,828.16	\$ 5,926.84	32.30%
223-025-515500	Vacation Pay	\$ 2,575.00	\$ 1,178.40	\$ 1,649.76	\$ 925.24	64.07%
223-025-515600	Holiday Pay	\$ 4,340.48	\$ 707.04	\$ 2,828.16	\$ 1,512.32	65.16%
223-025-515800	Sick Pay	\$ 3,670.33	\$ 1,266.78	\$ 4,743.06	\$ (1,072.73)	129.23%
223-025-515900	Compensated Absences	\$ 1,545.00	\$ -	\$ -	\$ 1,545.00	0.00%
223-025-517000	Oasdi/city Share 6.2%	\$ 8,780.34	\$ 1,312.64	\$ 6,889.15	\$ 1,891.19	78.46%
223-025-517001	Medicare/city Share 1.45%	\$ 2,173.73	\$ 307.02	\$ 1,611.29	\$ 562.44	74.13%
223-025-517401	IMRF	\$ 13,028.68	\$ 1,429.04	\$ 7,498.61	\$ 5,530.07	57.55%
223-025-518000	Group Insurance	\$ 49,800.25	\$ 5,477.30	\$ 37,382.15	\$ 12,418.10	75.06%
223-025-554300	Uniforms And Tools	\$ 1,250.00	\$ 107.46	\$ 1,796.95	\$ (546.95)	143.76%
	Personnel	\$ 219,518.81	\$ 30,551.70	\$ 170,189.99	\$ 49,328.82	77.53%
223-025-522400	General Supplies	\$ 200.00	\$ -	\$ 221.02	\$ (21.02)	110.51%
223-025-529000	Equipment	\$ -	\$ -	\$ 5,650.00	\$ (5,650.00)	0.00%
	Supplies & Materials	\$ 200.00	\$ -	\$ 5,871.02	\$ (5,671.02)	2935.51%
223-025-534000	Automotive Expense	\$ 25,000.00	\$ -	\$ 3,200.82	\$ 21,799.18	12.80%
223-025-566501	Compost Site Expense	\$ 100,000.00	\$ 10,815.27	\$ 58,547.77	\$ 41,452.23	58.55%
	Contractual Services	\$ 125,000.00	\$ 10,815.27	\$ 61,748.59	\$ 63,251.41	49.40%
223-025-551000	Printing And Publications	\$ 500.00	\$ -	\$ 480.00	\$ 20.00	96.00%
	Other Expenditures	\$ 500.00	\$ -	\$ 480.00	\$ 20.00	96.00%
025	Yardwaste	\$ (345,218.81)	\$ (41,366.97)	\$ (238,289.60)	\$ (106,929.21)	69.03%



General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
223-026-442700	County Grants	\$ 70,000.00	\$ -	\$ 74,000.00	\$ (4,000.00)	105.71%
	Intergovernmental	\$ 70,000.00	\$ -	\$ 74,000.00	\$ (4,000.00)	105.71%
223-026-459000	Recycling Revenue	\$ 300.00	\$ -	\$ 138.00	\$ 162.00	46.00%
223-026-491500	Sale of Municipal Property	\$ 10,000.00	\$ 440.00	\$ 3,160.00	\$ 6,840.00	31.60%
223-026-495600	Insurance Reimbursements	\$ -	\$ 1,756.20	\$ 1,756.20	\$ (1,756.20)	0.00%
	Other Revenue	\$ 10,300.00	\$ 2,196.20	\$ 5,054.20	\$ 5,245.80	49.07%
223-026-511600	Salary: All Personnel	\$ 106,483.84	\$ 10,075.32	\$ 61,541.94	\$ 44,941.90	57.79%
223-026-515000	Overtime	\$ 6,695.00	\$ 353.52	\$ 2,474.64	\$ 4,220.36	36.96%
223-026-515500	Vacation Pay	\$ 3,934.60	\$ 235.68	\$ 3,299.52	\$ 635.08	83.86%
223-026-515600	Holiday Pay	\$ 3,917.61	\$ 235.68	\$ 1,649.76	\$ 2,267.85	42.11%
223-026-515800	Sick Pay	\$ 2,436.09	\$ 765.96	\$ 1,973.82	\$ 462.27	81.02%
223-026-515900	Compensated Absences	\$ 2,060.00	\$ 1,523.56	\$ 1,523.56	\$ 536.44	73.96%
223-026-517000	Oasdi/city Share 6.2%	\$ 7,667.10	\$ 714.69	\$ 4,310.54	\$ 3,356.56	56.22%
223-026-517001	Medicare/city Share 1.45%	\$ 1,874.75	\$ 167.16	\$ 1,008.18	\$ 866.57	53.78%
223-026-517401	IMRF	\$ 11,267.67	\$ 775.98	\$ 4,640.55	\$ 6,627.12	41.18%
223-026-518000	Group Insurance	\$ 29,072.17	\$ 2,747.80	\$ 17,971.55	\$ 11,100.62	61.82%
223-026-518300	Workers Comp Insurance	\$ 7,210.00	\$ 8,008.11	\$ 8,008.11	\$ (798.11)	111.07%
223-026-554300	Uniforms And Tools	\$ 1,200.00	\$ 107.46	\$ 1,396.95	\$ (196.95)	116.41%
	Personnel	\$ 183,818.83	\$ 25,710.92	\$ 109,799.12	\$ 74,019.71	59.73%
223-026-522400	General Supplies	\$ -	\$ -	\$ 45.52	\$ (45.52)	0.00%
223-026-529000	Equipment	\$ -	\$ -	\$ 1,300.00	\$ (1,300.00)	0.00%
223-026-556100	Gasoline/diesel Fuel	\$ 20,000.00	\$ 1,338.13	\$ 6,089.49	\$ 13,910.51	30.45%
	Supplies & Materials	\$ 20,000.00	\$ 1,338.13	\$ 7,435.01	\$ 12,564.99	37.18%
223-026-518100	Liability Insurance Premiums	\$ 2,678.00	\$ 2,403.72	\$ 2,403.72	\$ 274.28	89.76%
223-026-534000	Automotive Expense	\$ 25,000.00	\$ 198.53	\$ 11,608.78	\$ 13,391.22	46.44%
223-026-534400	Equipment Repairs	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
223-026-566502	Recycling Expense	\$ 80,000.00	\$ 8,513.69	\$ 32,488.61	\$ 47,511.39	40.61%
223-026-598200	Grant Expenses	\$ -	\$ -	\$ 1,000.00	\$ (1,000.00)	0.00%
	Contractual Services	\$ 108,178.00	\$ 11,115.94	\$ 47,501.11	\$ 60,676.89	43.91%
223-026-550100	Utilities	\$ 500.00	\$ 135.80	\$ 354.51	\$ 145.49	70.90%
223-026-551000	Printing And Publications	\$ -	\$ -	\$ 250.00	\$ (250.00)	0.00%
	Other Expenditures	\$ 500.00	\$ 135.80	\$ 604.51	\$ (104.51)	120.90%
026	Recycling	\$ (232,196.83)	\$ (36,104.59)	\$ (86,285.55)	\$ (145,911.28)	37.16%
223	Solid Waste	\$ 579,183.18	\$ (48,377.73)	\$ 524,634.45	\$ 54,548.73	90.58%
231	Sewerage					
231-029-452000	Sewage Treatment - N Pekin	\$ 50,000.00	\$ 4,797.07	\$ 33,579.49	\$ 16,420.51	67.16%
231-029-452900	Sewer Connection Fees	\$ -	\$ -	\$ 20,000.00	\$ (20,000.00)	0.00%
231-029-458400	Vactor Disposal Fees	\$ 300,000.00	\$ 16,024.59	\$ 208,507.29	\$ 91,492.71	69.50%
231-029-459100	Volumetric Sewer Fee	\$ 8,800,000.00	\$ 780,982.31	\$ 4,733,982.68	\$ 4,066,017.32	53.80%
231-029-459200	Surcharge	\$ 15,000.00	\$ 3,528.95	\$ 11,841.58	\$ 3,158.42	78.94%
231-029-459300	Capital Improvement Fees	\$ -	\$ 64,818.68	\$ 453,585.12	\$ (453,585.12)	0.00%
231-029-498900	Non Sufficient Funds Fee	\$ 3,000.00	\$ 275.00	\$ 3,200.00	\$ (200.00)	106.67%
	Fees/Charges For Service	\$ 9,168,000.00	\$ 870,426.60	\$ 5,464,696.16	\$ 3,703,303.84	59.61%
231-029-420900	Sewer Contractors License	\$ 1,000.00	\$ 150.00	\$ 350.00	\$ 650.00	35.00%
231-029-427200	Sewer Permits	\$ 8,000.00	\$ 720.00	\$ 6,080.00	\$ 1,920.00	76.00%
	Licenses And Permits	\$ 9,000.00	\$ 870.00	\$ 6,430.00	\$ 2,570.00	71.44%
231-029-490100	Interest Earnings	\$ 5,000.00	\$ 22,365.78	\$ 178,866.63	\$ (173,866.63)	3577.33%
231-029-490110	Ww Finance Charge	\$ 260,000.00	\$ 28,471.98	\$ 181,541.13	\$ 78,458.87	69.82%
	Investment Earnings	\$ 265,000.00	\$ 50,837.76	\$ 360,407.76	\$ (95,407.76)	136.00%
231-029-490500	Lien File & Release Fees	\$ 5,000.00	\$ 1,793.00	\$ 11,410.00	\$ (6,410.00)	228.20%
231-029-499800	Miscellaneous Receipts	\$ -	\$ -	\$ 4,500.00	\$ (4,500.00)	0.00%
	Other Revenue	\$ 5,000.00	\$ 1,793.00	\$ 15,910.00	\$ (10,910.00)	318.20%
231-029-511600	Salary: All Personnel	\$ 153,581.49	\$ -	\$ 9,117.23	\$ 144,464.26	5.94%
231-029-511601	Admin Cost Allocation	\$ -	\$ 18,676.27	\$ 85,610.79	\$ (85,610.79)	0.00%
231-029-515000	Overtime	\$ 1,000.00	\$ -	\$ 247.66	\$ 752.34	24.77%



General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
231-029-515500	Vacation Pay	\$ 7,943.87	\$ 294.53	\$ 1,920.82	\$ 6,023.05	24.18%
231-029-515600	Holiday Pay	\$ 6,619.89	\$ 666.95	\$ 2,442.80	\$ 4,177.09	36.90%
231-029-515800	Sick Pay	\$ 3,971.94	\$ 370.80	\$ 1,823.66	\$ 2,148.28	45.91%
231-029-517000	Oasdi/city Share 6.2%	\$ 10,671.27	\$ 1,212.24	\$ 6,079.60	\$ 4,591.67	56.97%
231-029-517001	Medicare/city Share 1.45%	\$ 2,495.70	\$ 283.48	\$ 1,421.70	\$ 1,074.00	56.97%
231-029-517401	IMRF	\$ 11,222.04	\$ 1,305.78	\$ 6,597.10	\$ 4,624.94	58.79%
231-029-518000	Group Insurance	\$ 19,772.56	\$ 2,645.37	\$ 18,050.28	\$ 1,722.28	91.29%
231-029-518300	Workers Comp Insurance	\$ -	\$ 743.56	\$ 743.56	\$ (743.56)	0.00%
	Personnel	\$ 217,278.76	\$ 26,198.98	\$ 134,055.20	\$ 83,223.56	61.70%
231-029-519000	Training And Education	\$ -	\$ -	\$ 116.21	\$ (116.21)	0.00%
	Training & Education	\$ -	\$ -	\$ 116.21	\$ (116.21)	0.00%
231-029-520200	Office Supplies	\$ 400.00	\$ -	\$ 153.00	\$ 247.00	38.25%
231-029-520400	Postage	\$ 30,000.00	\$ 3,406.27	\$ 22,746.87	\$ 7,253.13	75.82%
	Supplies & Materials	\$ 30,400.00	\$ 3,406.27	\$ 22,899.87	\$ 7,500.13	75.33%
231-029-538000	Maintenance Agreements	\$ 1,500.00	\$ -	\$ 2,529.19	\$ (1,029.19)	168.61%
231-029-560701	American Water Consmptn Repts	\$ 12,000.00	\$ 1,033.92	\$ 6,068.50	\$ 5,931.50	50.57%
231-029-569000	Other Contractual Service	\$ 41,000.00	\$ 7,429.29	\$ 42,053.12	\$ (1,053.12)	102.57%
	Contractual Services	\$ 54,500.00	\$ 8,463.21	\$ 50,650.81	\$ 3,849.19	92.94%
231-029-590600	Bank/Credit Card Fees	\$ 3,000.00	\$ 2,046.65	\$ 13,164.77	\$ (10,164.77)	438.83%
231-029-593300	Lien Filing Fee	\$ 8,000.00	\$ 1,587.00	\$ 9,660.00	\$ (1,660.00)	120.75%
	Other Expenditures	\$ 11,000.00	\$ 3,633.65	\$ 22,824.77	\$ (11,824.77)	207.50%
231-029-590400	Interest Paid	\$ 480,000.00	\$ 21,281.27	\$ 261,949.00	\$ 218,051.00	54.57%
231-029-591000	Bond Principal Retired	\$ 2,787,361.00	\$ -	\$ -	\$ 2,787,361.00	0.00%
231-029-591100	Bond Registrar Fees	\$ 500.00	\$ -	\$ 500.00	\$ -	100.00%
	Debt Service	\$ 3,267,861.00	\$ 21,281.27	\$ 262,449.00	\$ 3,005,412.00	8.03%
029	Waste Water	\$ 5,865,960.24	\$ 860,943.98	\$ 5,354,448.06	\$ 511,512.18	91.28%
231-030-495600	Insurance Reimburse Sanitation	\$ -	\$ -	\$ 2,577.98	\$ (2,577.98)	0.00%
231-030-499800	Miscellaneous Receipts	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
	Other Revenue	\$ 1,000.00	\$ -	\$ 2,577.98	\$ (1,577.98)	257.80%
231-030-511600	Salary: All Personnel	\$ 228,729.00	\$ 16,697.97	\$ 102,134.01	\$ 126,594.99	44.65%
231-030-511601	Admin Cost Allocation	\$ -	\$ 7,161.35	\$ 40,983.67	\$ (40,983.67)	0.00%
231-030-515000	Overtime	\$ 12,360.00	\$ 1,021.55	\$ 4,991.66	\$ 7,368.34	40.39%
231-030-515500	Vacation Pay	\$ 5,687.00	\$ 2,781.96	\$ 5,103.93	\$ 583.07	89.75%
231-030-515600	Holiday Pay	\$ 672.00	\$ 296.58	\$ 1,188.31	\$ (516.31)	176.83%
231-030-515800	Sick Pay	\$ 461.00	\$ 547.84	\$ 1,083.73	\$ (622.73)	235.08%
231-030-517000	Oasdi/city Share 6.2%	\$ 14,980.00	\$ 1,724.04	\$ 9,283.69	\$ 5,696.31	61.97%
231-030-517001	Medicare/city Share 1.45%	\$ 3,703.00	\$ 403.29	\$ 2,171.44	\$ 1,531.56	58.64%
231-030-517401	IMRF	\$ 19,570.00	\$ 1,858.33	\$ 10,129.50	\$ 9,440.50	51.76%
231-030-518000	Group Insurance	\$ 65,294.00	\$ 5,403.02	\$ 41,393.11	\$ 23,900.89	63.39%
231-030-518300	Workers Comp Insurance	\$ -	\$ 17,044.83	\$ 17,044.83	\$ (17,044.83)	0.00%
	Personnel	\$ 351,456.00	\$ 54,940.76	\$ 235,507.88	\$ 115,948.12	67.01%
231-030-522400	General Supplies	\$ 2,000.00	\$ 27.98	\$ 2,874.05	\$ (874.05)	143.70%
231-030-529000	Equipment	\$ 20,000.00	\$ 381.77	\$ 4,025.91	\$ 15,974.09	20.13%
	Supplies & Materials	\$ 22,000.00	\$ 409.75	\$ 6,899.96	\$ 15,100.04	31.36%
231-030-518100	Liability Insurance Premiums	\$ 30,900.00	\$ 22,884.35	\$ 22,884.35	\$ 8,015.65	74.06%
231-030-524000	Lease/rental Of Equipment	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
231-030-534000	Automotive Expense	\$ 5,000.00	\$ -	\$ 1,792.34	\$ 3,207.66	35.85%
231-030-534400	Equipment Repairs	\$ 30,000.00	\$ 10,375.46	\$ 30,328.98	\$ (328.98)	101.10%
231-030-538000	Maintenance Agreements	\$ 5,000.00	\$ 623.40	\$ 623.40	\$ 4,376.60	12.47%
231-030-550100	Utilities	\$ 21,000.00	\$ 537.41	\$ 6,791.68	\$ 14,208.32	32.34%
231-030-561000	Legal Fees	\$ -	\$ 2,109.38	\$ 4,185.69	\$ (4,185.69)	0.00%
231-030-564000	Sewer Maintenance/Improvements	\$ 1,300,000.00	\$ 14,512.44	\$ 187,905.46	\$ 1,112,094.54	14.45%
231-030-569000	Other Contractual Service	\$ 100,000.00	\$ 750.00	\$ 14,612.98	\$ 85,387.02	14.61%
	Contractual Services	\$ 1,501,900.00	\$ 51,792.44	\$ 269,124.88	\$ 1,232,775.12	17.92%
231-030-587000	Machinery And Equipment	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
	Capital Outlay	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%



General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
231-030-557310	Railroad Permit Fee	\$ 4,000.00	\$ -	\$ 2,187.90	\$ 1,812.10	54.70%
	Other Expenditures	\$ 4,000.00	\$ -	\$ 2,187.90	\$ 1,812.10	54.70%
231-030-590400	Interest Paid	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	0.00%
	Debt Service	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	0.00%
030	Sanitary Sewer	\$ (1,890,356.00)	\$ (107,142.95)	\$ (511,142.64)	\$ (1,379,213.36)	27.04%
231-031-511600	Salary: All Personnel	\$ 397,687.00	\$ 43,844.90	\$ 240,936.00	\$ 156,751.00	60.58%
231-031-511601	Admin Cost Allocation	\$ -	\$ 6,669.64	\$ 38,961.93	\$ (38,961.93)	0.00%
231-031-515000	Overtime	\$ 10,300.00	\$ 1,506.71	\$ 7,619.18	\$ 2,680.82	73.97%
231-031-515500	Vacation Pay	\$ 35,005.00	\$ 7,871.08	\$ 22,803.20	\$ 12,201.80	65.14%
231-031-515600	Holiday Pay	\$ 19,066.00	\$ 1,951.29	\$ 8,013.26	\$ 11,052.74	42.03%
231-031-515800	Sick Pay	\$ 17,521.00	\$ 1,504.05	\$ 6,694.41	\$ 10,826.59	38.21%
231-031-515900	Compensated Absences	\$ 9,785.00	\$ -	\$ -	\$ 9,785.00	0.00%
231-031-517000	Oasdi/city Share 6.2%	\$ 28,814.00	\$ 3,830.12	\$ 19,555.77	\$ 9,258.23	67.87%
231-031-517001	Medicare/city Share 1.45%	\$ 6,739.00	\$ 895.68	\$ 4,573.93	\$ 2,165.07	67.87%
231-031-517401	IMRF	\$ 33,787.00	\$ 4,131.43	\$ 21,192.94	\$ 12,594.06	62.73%
231-031-518000	Group Insurance	\$ 99,427.00	\$ 11,336.43	\$ 78,898.59	\$ 20,528.41	79.35%
231-031-518300	Workers Comp Insurance	\$ 11,500.00	\$ 13,272.01	\$ 13,272.01	\$ (1,772.01)	115.41%
231-031-554300	Uniforms And Tools	\$ 3,500.00	\$ -	\$ 1,600.00	\$ 1,900.00	45.71%
231-031-559000	Medical Expense/supplies	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
	Personnel	\$ 673,631.00	\$ 96,813.34	\$ 464,121.22	\$ 209,509.78	68.90%
231-031-519000	Training And Education	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	0.00%
	Training & Education	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	0.00%
231-031-520400	Postage	\$ 300.00	\$ -	\$ 328.91	\$ (28.91)	109.64%
231-031-522200	Chemical Supplies	\$ 160,000.00	\$ 4,421.08	\$ 66,891.53	\$ 93,108.47	41.81%
231-031-522400	General Supplies	\$ 6,000.00	\$ -	\$ 23,972.29	\$ (17,972.29)	399.54%
231-031-522600	Machine Lubricant & Oil	\$ 2,000.00	\$ 1,081.10	\$ 1,081.10	\$ 918.90	54.06%
231-031-529000	Equipment	\$ 50,000.00	\$ -	\$ 30,856.75	\$ 19,143.25	61.71%
231-031-556100	Gasoline/diesel Fuel	\$ 4,000.00	\$ 624.48	\$ 6,593.13	\$ (2,593.13)	164.83%
	Supplies & Materials	\$ 222,300.00	\$ 6,126.66	\$ 129,723.71	\$ 92,576.29	58.36%
231-031-518100	Liability Insurance Premiums	\$ 12,875.00	\$ 8,625.87	\$ 8,625.87	\$ 4,249.13	67.00%
231-031-524000	Lease/rental Of Equipment	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	0.00%
231-031-534000	Automotive Expense	\$ 5,000.00	\$ 132.34	\$ 4,231.46	\$ 768.54	84.63%
231-031-534200	Buildings And Grounds Rep	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
231-031-534400	Equipment Repairs	\$ 150,000.00	\$ 4,433.24	\$ 116,671.65	\$ 33,328.35	77.78%
231-031-536400	Sludge Removal	\$ 125,000.00	\$ 14,748.57	\$ 55,888.01	\$ 69,111.99	44.71%
231-031-550100	Utilities	\$ 270,000.00	\$ 17,496.10	\$ 111,204.40	\$ 158,795.60	41.19%
231-031-557300	Epa Permits	\$ 53,000.00	\$ -	\$ 53,000.00	\$ -	100.00%
231-031-560100	Auditing Fees	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	100.00%
231-031-560600	Corporate Counsel Fees	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
231-031-561000	Attorney Fees	\$ -	\$ -	\$ 145.78	\$ (145.78)	0.00%
231-031-561300	Testing Fees And Expenses	\$ 35,000.00	\$ 2,015.28	\$ 20,012.90	\$ 14,987.10	57.18%
231-031-566600	Pest Control	\$ 2,600.00	\$ -	\$ -	\$ 2,600.00	0.00%
231-031-569000	Other Contractual Service	\$ 25,000.00	\$ 75.09	\$ 3,669.07	\$ 21,330.93	14.68%
	Contractual Services	\$ 692,475.00	\$ 47,526.49	\$ 378,449.14	\$ 314,025.86	54.65%
231-031-587000	Machinery And Equipment	\$ -	\$ -	\$ 4,457.67	\$ (4,457.67)	0.00%
231-031-587001	Cap Machinery & Equipment	\$ 100,000.00	\$ 73,376.00	\$ 73,376.00	\$ 26,624.00	73.38%
	Capital Outlay	\$ 100,000.00	\$ 73,376.00	\$ 77,833.67	\$ 22,166.33	77.83%
231-031-557200	License And Inspection Fees	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
231-031-599000	Miscellaneous	\$ -	\$ -	\$ 90.96	\$ (90.96)	0.00%
	Other Expenditures	\$ 500.00	\$ -	\$ 90.96	\$ 409.04	18.19%
031	Wastewater Treatment Plant	\$ (1,695,906.00)	\$ (223,842.49)	\$ (1,050,218.70)	\$ (645,687.30)	61.93%
231-033-492100	Loan Proceeds	\$ 10,000,000.00	\$ -	\$ -	\$ 10,000,000.00	0.00%
	Debt Proceeds	\$ 10,000,000.00	\$ -	\$ -	\$ 10,000,000.00	0.00%
231-033-511600	Salary: All Personnel	\$ 269,820.49	\$ 33,939.84	\$ 126,278.56	\$ 143,541.93	46.80%
231-033-511601	Admin Cost Allocation	\$ -	\$ 4,316.08	\$ 26,048.22	\$ (26,048.22)	0.00%
231-033-515000	Overtime	\$ -	\$ 2,413.86	\$ 7,052.40	\$ (7,052.40)	0.00%



General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
231-033-515500	Vacation Pay	\$ 10,300.00	\$ 1,545.10	\$ 2,499.83	\$ 7,800.17	24.27%
231-033-515600	Holiday Pay	\$ -	\$ 164.97	\$ 690.71	\$ (690.71)	0.00%
231-033-515800	Sick Pay	\$ -	\$ 337.22	\$ 723.85	\$ (723.85)	0.00%
231-033-517000	Oasdi/city Share 6.2%	\$ 17,367.47	\$ 2,588.47	\$ 9,834.65	\$ 7,532.82	56.63%
231-033-517001	Medicare/city Share 1.45%	\$ 4,061.74	\$ 605.30	\$ 2,300.14	\$ 1,761.60	56.63%
231-033-517401	IMRF	\$ 28,720.80	\$ 2,784.03	\$ 10,634.99	\$ 18,085.81	37.03%
231-033-518000	Group Insurance	\$ 50,878.70	\$ 7,604.47	\$ 34,930.89	\$ 15,947.81	68.66%
231-033-518300	Workers Comp Insurance	\$ -	\$ 17,044.83	\$ 17,044.83	\$ (17,044.83)	0.00%
	Personnel	\$ 381,149.20	\$ 73,344.17	\$ 238,039.07	\$ 143,110.13	62.45%
231-033-522400	General Supplies	\$ 1,000.00	\$ 94.77	\$ 94.77	\$ 905.23	9.48%
231-033-529000	Equipment	\$ -	\$ 4,194.41	\$ 4,194.41	\$ (4,194.41)	0.00%
	Supplies & Materials	\$ 1,000.00	\$ 4,289.18	\$ 4,289.18	\$ (3,289.18)	428.92%
231-033-518100	Liability Insurance Premiums	\$ -	\$ 22,884.35	\$ 22,884.35	\$ (22,884.35)	0.00%
231-033-524000	Lease/rental Of Equipment	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
231-033-534000	Automotive Expense	\$ 10,000.00	\$ 917.52	\$ 6,555.78	\$ 3,444.22	65.56%
231-033-557300	Epa Permits	\$ 1,500.00	\$ -	\$ 1,000.00	\$ 500.00	66.67%
231-033-561000	Legal Fees	\$ -	\$ 2,109.38	\$ 4,185.69	\$ (4,185.69)	0.00%
231-033-564100	Drainage Improvements	\$ 200,000.00	\$ 5,117.23	\$ 31,460.93	\$ 168,539.07	15.73%
231-033-569000	Other Contractual Service	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	0.00%
	Contractual Services	\$ 217,000.00	\$ 31,028.48	\$ 66,086.75	\$ 150,913.25	30.45%
231-033-580600	Sewer Construction	\$ 10,100,000.00	\$ 175,208.48	\$ 440,473.48	\$ 9,659,526.52	4.36%
	Capital Outlay	\$ 10,100,000.00	\$ 175,208.48	\$ 440,473.48	\$ 9,659,526.52	4.36%
231-033-590400	Interest Paid	\$ 606,588.46	\$ 115.09	\$ 9,272.94	\$ 597,315.52	1.53%
231-033-591400	Loan payments	\$ 290,193.42	\$ -	\$ 23,213.42	\$ 266,980.00	8.00%
	Debt Service	\$ 896,781.88	\$ 115.09	\$ 32,486.36	\$ 864,295.52	3.62%
033	Storm Water	\$ (1,595,931.08)	\$ (283,985.40)	\$ (781,374.84)	\$ (814,556.24)	48.96%
231	Sewerage	\$ 683,767.16	\$ 245,973.14	\$ 3,011,711.88	\$ (2,327,944.72)	440.46%
240	Motor Fuel					
240-240-414000	Illinois Motor Fuel Tax	\$ 1,200,000.00	\$ 121,817.23	\$ 848,894.43	\$ 351,105.57	70.74%
	Taxes	\$ 1,200,000.00	\$ 121,817.23	\$ 848,894.43	\$ 351,105.57	70.74%
240-240-490100	Interest Earnings	\$ 200,000.00	\$ 27,607.79	\$ 193,034.81	\$ 6,965.19	96.52%
	Investment Earnings	\$ 200,000.00	\$ 27,607.79	\$ 193,034.81	\$ 6,965.19	96.52%
240-240-569000	Other Contractual Service	\$ 18,000.00	\$ 17,695.80	\$ 17,695.80	\$ 304.20	98.31%
	Contractual Services	\$ 18,000.00	\$ 17,695.80	\$ 17,695.80	\$ 304.20	98.31%
240-240-580500	Street Construction	\$ 5,632,795.00	\$ -	\$ -	\$ 5,632,795.00	0.00%
	Capital Outlay	\$ 5,632,795.00	\$ -	\$ -	\$ 5,632,795.00	0.00%
240	Motor Fuel	\$ (4,250,795.00)	\$ 131,729.22	\$ 1,024,233.44	\$ (5,275,028.44)	-24.10%
261	HUD - 14.218					
261-261-511600	Salary: All Personnel	\$ 74,159.93	\$ 38,076.19	\$ 38,076.19	\$ 36,083.74	51.34%
261-261-515500	Vacation Pay	\$ -	\$ 5,749.52	\$ 5,749.52	\$ (5,749.52)	0.00%
261-261-515600	Holiday Pay	\$ -	\$ 1,140.92	\$ 1,140.92	\$ (1,140.92)	0.00%
261-261-515800	Sick Pay	\$ -	\$ 878.15	\$ 878.15	\$ (878.15)	0.00%
261-261-517000	Oasdi/city Share 6.2%	\$ 4,597.92	\$ 2,679.79	\$ 2,679.79	\$ 1,918.13	58.28%
261-261-517001	Medicare/city Share 1.45%	\$ 1,075.32	\$ 626.87	\$ 626.87	\$ 448.45	58.30%
261-261-517401	IMRF	\$ 4,835.23	\$ 2,989.07	\$ 2,989.07	\$ 1,846.16	61.82%
261-261-518000	Group Insurance	\$ 5,013.04	\$ 5,772.44	\$ 5,772.44	\$ (759.40)	115.15%
	Personnel	\$ 89,681.44	\$ 57,912.95	\$ 57,912.95	\$ 31,768.49	64.58%
261	Hud Administration	\$ 89,681.44	\$ 57,912.95	\$ 57,912.95	\$ 31,768.49	64.58%
261-317-511200	Public Serv Activity/Delivery	\$ 72,500.00	\$ 301.67	\$ 1,873.56	\$ 70,626.44	2.58%
	Contractual Services	\$ 72,500.00	\$ 301.67	\$ 1,873.56	\$ 70,626.44	2.58%
317	Grant Year 2017	\$ (72,500.00)	\$ (301.67)	\$ (1,873.56)	\$ (70,626.44)	2.58%
261-318-511000	Rehab Activity & Delivery	\$ -	\$ -	\$ 138.00	\$ (138.00)	0.00%
261-318-511100	Demolition Activity & Delivery	\$ 110,000.00	\$ -	\$ -	\$ 110,000.00	0.00%
	Contractual Services	\$ 110,000.00	\$ -	\$ 138.00	\$ 109,862.00	0.13%



General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
318	Grant Year 2018	\$ (110,000.00)	\$ -	\$ (138.00)	\$ (109,862.00)	0.13%
261-319-446100	Grant Income	\$ -	\$ -	\$ 107,376.61	\$ (107,376.61)	0.00%
	Intergovernmental	\$ -	\$ -	\$ 107,376.61	\$ (107,376.61)	0.00%
261-319-511500	Econ Development Assist	\$ 185,400.00	\$ -	\$ -	\$ 185,400.00	0.00%
261-319-560100	Auditing Fees	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	0.00%
	Contractual Services	\$ 188,400.00	\$ -	\$ -	\$ 188,400.00	0.00%
319	Grant Year 2019	\$ (188,400.00)	\$ -	\$ 107,376.61	\$ (295,776.61)	-56.99%
261-320-511400	Fire Prevent Activity/Delivery	\$ -	\$ -	\$ 6,917.30	\$ (6,917.30)	0.00%
	Contractual Services	\$ -	\$ -	\$ 6,917.30	\$ (6,917.30)	0.00%
320	Grant Year 2020	\$ -	\$ -	\$ (6,917.30)	\$ 6,917.30	0.00%
261-322-511600	Salary: All Personnel	\$ -	\$ (30,374.98)	\$ -	\$ -	0.00%
261-322-515500	Vacation Pay	\$ -	\$ (5,464.29)	\$ -	\$ -	0.00%
261-322-515600	Holiday Pay	\$ -	\$ (855.69)	\$ -	\$ -	0.00%
261-322-515800	Sick Pay	\$ -	\$ (592.92)	\$ -	\$ -	0.00%
261-322-517000	OASDI - City Share 6.2%	\$ -	\$ (2,177.07)	\$ -	\$ -	0.00%
261-322-517001	Medicare - City Share 1.45%	\$ -	\$ (509.27)	\$ -	\$ -	0.00%
261-322-517401	IMRF	\$ -	\$ (2,431.16)	\$ -	\$ -	0.00%
261-322-518000	Group Insurance	\$ -	\$ (4,955.44)	\$ -	\$ -	0.00%
	Personnel	\$ -	\$ (47,360.82)	\$ -	\$ -	0.00%
261-322-519000	Staff Training & Education	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
	Training & Education	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
261-322-520400	Postage	\$ 100.00	\$ 0.69	\$ 0.69	\$ 99.31	0.69%
	Supplies & Materials	\$ 100.00	\$ 0.69	\$ 0.69	\$ 99.31	0.69%
261-322-511400	Fire Preven Activity/Delivery	\$ -	\$ -	\$ 5,625.00	\$ (5,625.00)	0.00%
261-322-551600	Professional Dues/Subscription	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
	Contractual Services	\$ 500.00	\$ -	\$ 5,625.00	\$ (5,125.00)	1125.00%
261-322-599000	Miscellaneous Expenses	\$ 300.00	\$ -	\$ -	\$ 300.00	0.00%
261-322-599801	Computer Software	\$ 5,000.00	\$ -	\$ 4,000.00	\$ 1,000.00	80.00%
	Other Expenditures	\$ 5,300.00	\$ -	\$ 4,000.00	\$ 1,300.00	75.47%
322	Grant Year 2022	\$ (7,400.00)	\$ 47,360.13	\$ (9,625.69)	\$ 2,225.69	130.08%
261-323-446100	Grant Income	\$ 475,000.00	\$ -	\$ 60,510.00	\$ 414,490.00	12.74%
261-323-446200	Countable Program Income	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00	0.00%
	Intergovernmental	\$ 535,000.00	\$ -	\$ 60,510.00	\$ 474,490.00	11.31%
261-323-511100	Demo Activity & Delivery	\$ -	\$ -	\$ 49,607.00	\$ (49,607.00)	0.00%
	Contractual Services	\$ -	\$ -	\$ 49,607.00	\$ (49,607.00)	0.00%
261-323-551000	Printing & Publication	\$ 500.00	\$ -	\$ 352.20	\$ 147.80	70.44%
261-323-590400	Interest Paid	\$ 30,000.00	\$ -	\$ 8,901.32	\$ 21,098.68	29.67%
261-323-599801	Computer Software	\$ -	\$ -	\$ 2,472.00	\$ (2,472.00)	0.00%
	Other Expenditures	\$ 30,500.00	\$ -	\$ 11,725.52	\$ 18,774.48	38.44%
261-323-591400	Loan Payments	\$ 31,000.00	\$ -	\$ 30,000.00	\$ 1,000.00	96.77%
	Debt Service	\$ 31,000.00	\$ -	\$ 30,000.00	\$ 1,000.00	96.77%
323	Department	\$ 473,500.00	\$ -	\$ (30,822.52)	\$ 504,322.52	-6.51%
261	HUD - 14.218	\$ 5,518.56	\$ (10,854.49)	\$ 86.59	\$ 5,431.97	1.57%
270	TIF CBD					
270-270-410100	Real Estate Tax	\$ 491,426.00	\$ 80,737.74	\$ 443,768.54	\$ 47,657.46	90.30%
	Taxes	\$ 491,426.00	\$ 80,737.74	\$ 443,768.54	\$ 47,657.46	90.30%
270-270-490100	Interest Earnings	\$ 500.00	\$ 1,283.27	\$ 9,524.80	\$ (9,024.80)	1904.96%
	Investment Earnings	\$ 500.00	\$ 1,283.27	\$ 9,524.80	\$ (9,024.80)	1904.96%
270-270-511600	Salary: All Personnel	\$ 21,290.61	\$ -	\$ 888.67	\$ 20,401.94	4.17%
270-270-511601	Admin Cost Allocation	\$ -	\$ 2,453.65	\$ 10,782.29	\$ (10,782.29)	0.00%
270-270-515500	Vacation Pay	\$ 1,394.58	\$ 171.90	\$ 479.56	\$ 915.02	34.39%
270-270-515600	Holiday Pay	\$ 929.72	\$ 94.02	\$ 316.08	\$ 613.64	34.00%
270-270-515800	Sick Pay	\$ 557.83	\$ 101.01	\$ 140.94	\$ 416.89	25.27%
270-270-517000	Oasdi/city Share 6.2%	\$ 1,498.71	\$ 173.25	\$ 757.48	\$ 741.23	50.54%
270-270-517001	Medicare/city Share 1.45%	\$ 350.50	\$ 40.46	\$ 176.82	\$ 173.68	50.45%



General Ledger

Non General Fund Revenue vs Expense Detail

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Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
270-270-517401	IMRF	\$ 1,576.06	\$ 186.82	\$ 825.46	\$ 750.60	52.37%
270-270-518000	Group Insurance	\$ 2,738.00	\$ 435.57	\$ 2,742.67	\$ (4.67)	100.17%
	Personnel	\$ 30,336.01	\$ 3,656.68	\$ 17,109.97	\$ 13,226.04	56.40%
270-270-560100	Auditing Fees	\$ 3,500.00	\$ -	\$ -	\$ 3,500.00	0.00%
270-270-560500	Consulting Services	\$ 10,843.00	\$ -	\$ 2,934.50	\$ 7,908.50	27.06%
270-270-569000	Other Contractual Service	\$ 1,500.00	\$ 691.09	\$ 9,709.33	\$ (8,209.33)	647.29%
270-270-591200	Developer Agreement Payments	\$ 365,000.00	\$ -	\$ 249,885.00	\$ 115,115.00	68.46%
	Contractual Services	\$ 380,843.00	\$ 691.09	\$ 262,528.83	\$ 118,314.17	68.93%
270-270-584009	General Public Improvements	\$ 500,000.00	\$ -	\$ 409,053.48	\$ 90,946.52	81.81%
	Capital Outlay	\$ 500,000.00	\$ -	\$ 409,053.48	\$ 90,946.52	81.81%
270-270-565300	School Distr Tax Reimbursement	\$ 117,942.00	\$ -	\$ -	\$ 117,942.00	0.00%
	Other Expenditures	\$ 117,942.00	\$ -	\$ -	\$ 117,942.00	0.00%
270	TIF CBD	\$ (537,195.01)	\$ 77,673.24	\$ (235,398.94)	\$ (301,796.07)	43.82%
271	East Residential TIF					
271-271-410100	Real Estate Tax	\$ 182,007.00	\$ 4,433.57	\$ 180,382.05	\$ 1,624.95	99.11%
	Taxes	\$ 182,007.00	\$ 4,433.57	\$ 180,382.05	\$ 1,624.95	99.11%
271-271-490100	Interest Earnings	\$ -	\$ 597.85	\$ 2,338.73	\$ (2,338.73)	0.00%
	Investment Earnings	\$ -	\$ 597.85	\$ 2,338.73	\$ (2,338.73)	0.00%
271-271-511600	Salary: All Personnel	\$ 3,968.94	\$ -	\$ -	\$ 3,968.94	0.00%
271-271-511601	Admin Cost Allocation	\$ -	\$ 502.60	\$ 2,442.72	\$ (2,442.72)	0.00%
271-271-515500	Vacation Pay	\$ 259.97	\$ -	\$ 86.65	\$ 173.32	33.33%
271-271-515600	Holiday Pay	\$ 173.32	\$ 17.33	\$ 69.32	\$ 104.00	40.00%
271-271-515800	Sick Pay	\$ 103.99	\$ -	\$ -	\$ 103.99	0.00%
271-271-517000	Oasdi/city Share 6.2%	\$ 279.39	\$ 31.31	\$ 155.65	\$ 123.74	55.71%
271-271-517001	Medicare/city Share 1.45%	\$ 65.34	\$ 7.38	\$ 36.44	\$ 28.90	55.77%
271-271-517401	IMRF	\$ 293.81	\$ 33.86	\$ 169.38	\$ 124.43	57.65%
271-271-518000	Group Insurance	\$ 278.50	\$ 88.86	\$ 559.49	\$ (280.99)	200.89%
	Personnel	\$ 5,423.26	\$ 681.34	\$ 3,519.65	\$ 1,903.61	64.90%
271-271-560500	Consulting Services	\$ 13,840.00	\$ -	\$ 4,391.50	\$ 9,448.50	31.73%
271-271-569000	Other Contractual Service	\$ 1,500.00	\$ -	\$ 2,849.17	\$ (1,349.17)	189.94%
271-271-591200	Developer Agreement Payments	\$ 17,951.08	\$ -	\$ 17,951.08	\$ -	100.00%
	Contractual Services	\$ 33,291.08	\$ -	\$ 25,191.75	\$ 8,099.33	75.67%
271-271-584009	General Public Improvements	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	0.00%
	Capital Outlay	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	0.00%
271-271-565300	School Distr Tax Reimbursement	\$ 27,301.00	\$ -	\$ -	\$ 27,301.00	0.00%
	Other Expenditures	\$ 27,301.00	\$ -	\$ -	\$ 27,301.00	0.00%
271-271-590400	Interest Paid	\$ -	\$ -	\$ 1.82	\$ (1.82)	0.00%
	Debt Service	\$ -	\$ -	\$ 1.82	\$ (1.82)	0.00%
271	East Residential TIF	\$ 65,991.66	\$ 4,350.08	\$ 154,007.56	\$ (88,015.90)	233.37%
272	South Residential TIF					
272-272-410100	Real Estate Tax	\$ 256,981.00	\$ 12,545.02	\$ 250,703.20	\$ 6,277.80	97.56%
	Taxes	\$ 256,981.00	\$ 12,545.02	\$ 250,703.20	\$ 6,277.80	97.56%
272-272-490100	Interest Earnings	\$ -	\$ 957.10	\$ 3,399.13	\$ (3,399.13)	0.00%
	Investment Earnings	\$ -	\$ 957.10	\$ 3,399.13	\$ (3,399.13)	0.00%
272-272-511600	Salary: All Personnel	\$ 3,968.94	\$ -	\$ -	\$ 3,968.94	0.00%
272-272-511601	Admin Cost Allocation	\$ -	\$ 502.60	\$ 2,442.72	\$ (2,442.72)	0.00%
272-272-515500	Vacation Pay	\$ 259.97	\$ -	\$ 86.65	\$ 173.32	33.33%
272-272-515600	Holiday Pay	\$ 173.32	\$ 17.33	\$ 69.32	\$ 104.00	40.00%
272-272-515800	Sick Pay	\$ 103.99	\$ -	\$ -	\$ 103.99	0.00%
272-272-517000	Oasdi/city Share 6.2%	\$ 279.39	\$ 31.35	\$ 155.75	\$ 123.64	55.75%
272-272-517001	Medicare/city Share 1.45%	\$ 65.34	\$ 7.34	\$ 36.45	\$ 28.89	55.79%
272-272-517401	IMRF	\$ 293.81	\$ 33.92	\$ 169.47	\$ 124.34	57.68%
272-272-518000	Group Insurance	\$ 278.50	\$ 88.92	\$ 559.47	\$ (280.97)	200.89%
	Personnel	\$ 5,423.26	\$ 681.46	\$ 3,519.83	\$ 1,903.43	64.90%

General Ledger

Non General Fund Revenue vs Expense Detail

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Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
272-272-560500	Consulting Services	\$ 13,840.00	\$ -	\$ 4,391.50	\$ 9,448.50	31.73%
272-272-569000	Other Contractual Service	\$ 1,500.00	\$ -	\$ 2,849.17	\$ (1,349.17)	189.94%
	Contractual Services	\$ 15,340.00	\$ -	\$ 7,240.67	\$ 8,099.33	47.20%
272-272-584009	General Public Improvements	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	0.00%
	Capital Outlay	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	0.00%
272-272-565300	School Distr Tax Reimbursement	\$ 38,547.00	\$ -	\$ -	\$ 38,547.00	0.00%
	Other Expenditures	\$ 38,547.00	\$ -	\$ -	\$ 38,547.00	0.00%
272-272-590400	Interest Paid	\$ -	\$ -	\$ 1.82	\$ (1.82)	0.00%
	Debt Service	\$ -	\$ -	\$ 1.82	\$ (1.82)	0.00%
272	South Residential TIF	\$ 147,670.74	\$ 12,820.66	\$ 243,340.01	\$ (95,669.27)	164.79%
273	TIF SIPCA					
273-273-410100	Real Estate Tax	\$ 363,037.00	\$ 5,082.90	\$ 363,570.22	\$ (533.22)	100.15%
	Taxes	\$ 363,037.00	\$ 5,082.90	\$ 363,570.22	\$ (533.22)	100.15%
273-273-490100	Interest Earnings	\$ 1,020.00	\$ 3,342.83	\$ 19,167.51	\$ (18,147.51)	1879.17%
	Investment Earnings	\$ 1,020.00	\$ 3,342.83	\$ 19,167.51	\$ (18,147.51)	1879.17%
273-273-511600	Salary: All Personnel	\$ 21,290.61	\$ -	\$ 625.92	\$ 20,664.69	2.94%
273-273-511601	Admin Cost Allocation	\$ -	\$ 2,453.36	\$ 10,780.78	\$ (10,780.78)	0.00%
273-273-515500	Vacation Pay	\$ 1,394.58	\$ 171.90	\$ 479.56	\$ 915.02	34.39%
273-273-515600	Holiday Pay	\$ 929.72	\$ 94.01	\$ 316.04	\$ 613.68	33.99%
273-273-515800	Sick Pay	\$ 557.83	\$ 101.01	\$ 140.94	\$ 416.89	25.27%
273-273-517000	Oasdi/city share 6.2%	\$ 1,498.71	\$ 173.13	\$ 740.96	\$ 757.75	49.44%
273-273-517001	Medicare/city share 1.45%	\$ 350.50	\$ 40.58	\$ 173.27	\$ 177.23	49.44%
273-273-517401	IMRF	\$ 1,576.06	\$ 186.67	\$ 807.81	\$ 768.25	51.26%
273-273-518000	Group Insurance	\$ 2,738.00	\$ 435.50	\$ 2,702.22	\$ 35.78	98.69%
	Personnel	\$ 30,336.01	\$ 3,656.16	\$ 16,767.50	\$ 13,568.51	55.27%
273-273-560100	Auditing Fees	\$ 3,500.00	\$ -	\$ -	\$ 3,500.00	0.00%
273-273-560500	Consulting Services	\$ 8,088.00	\$ -	\$ 2,054.00	\$ 6,034.00	25.40%
273-273-561200	Engineering	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	0.00%
273-273-569000	Other Contractual Service	\$ 1,500.00	\$ 691.09	\$ 7,709.33	\$ (6,209.33)	513.96%
273-273-591200	Developer Agreement Payments	\$ 260,100.00	\$ -	\$ 10,098.80	\$ 250,001.20	3.88%
	Contractual Services	\$ 323,188.00	\$ 691.09	\$ 19,862.13	\$ 303,325.87	6.15%
273-273-584009	General Public Improvements	\$ 356,041.00	\$ -	\$ -	\$ 356,041.00	0.00%
	Capital Outlay	\$ 356,041.00	\$ -	\$ -	\$ 356,041.00	0.00%
273-273-565400	Surplus Declaration	\$ 90,759.00	\$ -	\$ -	\$ 90,759.00	0.00%
	Other Expenditures	\$ 90,759.00	\$ -	\$ -	\$ 90,759.00	0.00%
273	Tif SIPCA	\$ (436,267.01)	\$ 4,078.48	\$ 346,108.10	\$ (782,375.11)	-79.33%
275	TIF Court Street					
275-275-410100	Real Estate Taxes	\$ 1,257,796.00	\$ 88,386.14	\$ 1,250,627.74	\$ 7,168.26	99.43%
	Taxes	\$ 1,257,796.00	\$ 88,386.14	\$ 1,250,627.74	\$ 7,168.26	99.43%
275-275-490100	Interest Earnings	\$ -	\$ 3,241.05	\$ 15,070.31	\$ (15,070.31)	0.00%
	Investment Earnings	\$ -	\$ 3,241.05	\$ 15,070.31	\$ (15,070.31)	0.00%
275-275-511600	Salary: All Personnel	\$ 14,543.60	\$ -	\$ 588.50	\$ 13,955.10	4.05%
275-275-511601	Admin Cost Allocation	\$ -	\$ 2,453.65	\$ 10,782.29	\$ (10,782.29)	0.00%
275-275-515500	Vacation Pay	\$ 839.05	\$ 171.90	\$ 479.56	\$ 359.49	57.16%
275-275-515600	Holiday Pay	\$ 559.37	\$ 94.02	\$ 316.08	\$ 243.29	56.51%
275-275-515800	Sick Pay	\$ 335.62	\$ 101.01	\$ 140.94	\$ 194.68	41.99%
275-275-517000	Oasdi/city share 6.2%	\$ 901.70	\$ 173.32	\$ 738.93	\$ 162.77	81.95%
275-275-517001	Medicare/city share 1.45%	\$ 210.88	\$ 40.47	\$ 172.55	\$ 38.33	81.82%
275-275-517401	IMRF	\$ 948.24	\$ 186.88	\$ 804.77	\$ 143.47	84.87%
275-275-518000	Group Insurance	\$ 1,529.38	\$ 435.60	\$ 2,728.71	\$ (1,199.33)	178.42%
	Personnel	\$ 19,867.84	\$ 3,656.85	\$ 16,752.33	\$ 3,115.51	84.32%
275-275-560100	Auditing Fees	\$ 3,500.00	\$ -	\$ -	\$ 3,500.00	0.00%
275-275-560500	Consulting Services	\$ 15,678.00	\$ -	\$ 4,862.00	\$ 10,816.00	31.01%
275-275-561200	Engineering Fees	\$ 309,000.00	\$ 68,799.42	\$ 367,740.78	\$ (58,740.78)	119.01%



General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
275-275-569000	Other Contractual Service	\$ 1,500.00	\$ 691.09	\$ 7,709.33	\$ (6,209.33)	513.96%
275-275-591200	Developer Agreement Payments	\$ 140,000.00	\$ 50,000.00	\$ 118,134.63	\$ 21,865.37	84.38%
	Contractual Services	\$ 469,678.00	\$ 119,490.51	\$ 498,446.74	\$ (28,768.74)	106.13%
275-275-584009	General Public Improvements	\$ 500,000.00	\$ -	\$ -	\$ 500,000.00	0.00%
	Capital Outlay	\$ 500,000.00	\$ -	\$ -	\$ 500,000.00	0.00%
275-275-565300	School Distr Tax Reimbursement	\$ 188,670.00	\$ -	\$ -	\$ 188,670.00	0.00%
275-275-590400	Interest Paid	\$ -	\$ -	\$ 84.63	\$ (84.63)	0.00%
	Other Expenditures	\$ 188,670.00	\$ -	\$ 84.63	\$ 188,585.37	0.04%
275	TIF Court Street	\$ 79,580.16	\$ (31,520.17)	\$ 750,414.35	\$ (670,834.19)	942.97%
277	BDD (#1)					
277-277-411006	BDD Sales Taxes	\$ 3,366,000.00	\$ 275,689.42	\$ 1,951,103.42	\$ 1,414,896.58	57.97%
277-277-411007	BDD Hotel/Motel Taxes	\$ 51,000.00	\$ 2,939.47	\$ 32,162.98	\$ 18,837.02	63.06%
	Taxes	\$ 3,417,000.00	\$ 278,628.89	\$ 1,983,266.40	\$ 1,433,733.60	58.04%
277-277-490100	Interest Earnings	\$ 1,000.00	\$ 24,429.60	\$ 156,098.36	\$ (155,098.36)	15609.84%
	Investment Earnings	\$ 1,000.00	\$ 24,429.60	\$ 156,098.36	\$ (155,098.36)	15609.84%
277-277-511600	Salary: All Personnel	\$ 21,288.31	\$ -	\$ 1,634.30	\$ 19,654.01	7.68%
277-277-511601	Admin Cost Allocation	\$ -	\$ 2,451.73	\$ 10,236.94	\$ (10,236.94)	0.00%
277-277-515500	Vacation Pay	\$ 1,394.43	\$ 177.22	\$ 458.29	\$ 936.14	32.87%
277-277-515600	Holiday Pay	\$ 929.62	\$ 94.23	\$ 301.92	\$ 627.70	32.48%
277-277-515800	Sick Pay	\$ 557.77	\$ 103.15	\$ 151.59	\$ 406.18	27.18%
277-277-517000	Oasdi/city share 6.2%	\$ 1,498.55	\$ 173.87	\$ 768.56	\$ 729.99	51.29%
277-277-517001	Medicare/city share 1.45%	\$ 350.47	\$ 40.63	\$ 179.32	\$ 171.15	51.17%
277-277-517401	IMRF	\$ 1,575.89	\$ 187.23	\$ 836.61	\$ 739.28	53.09%
277-277-518000	Group Insurance	\$ 2,846.04	\$ 418.61	\$ 2,793.37	\$ 52.67	98.15%
	Personnel	\$ 30,441.08	\$ 3,646.67	\$ 17,360.90	\$ 13,080.18	57.03%
277-277-560100	Auditing Fees	\$ 3,500.00	\$ -	\$ -	\$ 3,500.00	0.00%
277-277-560500	Consulting Services	\$ 9,837.00	\$ -	\$ 2,002.00	\$ 7,835.00	20.35%
277-277-569000	Other Contractual Services	\$ 1,500.00	\$ 863.87	\$ 8,324.43	\$ (6,824.43)	554.96%
277-277-591200	Developer Agreement Payments	\$ 2,550,000.00	\$ -	\$ -	\$ 2,550,000.00	0.00%
	Contractual Services	\$ 2,564,837.00	\$ 863.87	\$ 10,326.43	\$ 2,554,510.57	0.40%
277-277-584009	General Public Improvements	\$ 6,923,110.00	\$ 74,216.50	\$ 1,470,361.99	\$ 5,452,748.01	21.24%
	Capital Outlay	\$ 6,923,110.00	\$ 74,216.50	\$ 1,470,361.99	\$ 5,452,748.01	21.24%
277-277-590400	Interest Paid	\$ 290,766.66	\$ -	\$ 290,766.66	\$ -	100.00%
277-277-599000	Miscellaneous	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
	Other Expenditures	\$ 295,766.66	\$ -	\$ 290,766.66	\$ 5,000.00	98.31%
277-277-591400	Loan Payments	\$ 160,972.26	\$ -	\$ 160,972.26	\$ -	100.00%
	Debt Service	\$ 160,972.26	\$ -	\$ 160,972.26	\$ -	100.00%
277	BDD (#1)	\$ (6,557,127.00)	\$ 224,331.45	\$ 189,576.52	\$ (6,746,703.52)	-2.89%
445	Capital Projects					
445-000-490100	Interest Earnings	\$ -	\$ -	\$ 7.54	\$ (7.54)	0.00%
	Investment Earnings	\$ -	\$ -	\$ 7.54	\$ (7.54)	0.00%
000	Non Departmental	\$ -	\$ -	\$ 7.54	\$ (7.54)	0.00%
445-041-490100	Interest Earnings	\$ -	\$ 1,509.18	\$ 6,259.17	\$ (6,259.17)	0.00%
	Investment Earnings	\$ -	\$ 1,509.18	\$ 6,259.17	\$ (6,259.17)	0.00%
445-041-534900	Sidewalk Renovations	\$ 300,000.00	\$ 43,346.25	\$ 221,808.45	\$ 78,191.55	73.94%
	Contractual Services	\$ 300,000.00	\$ 43,346.25	\$ 221,808.45	\$ 78,191.55	73.94%
445-041-590400	Interest Paid	\$ -	\$ -	\$ 2,776.46	\$ (2,776.46)	0.00%
	Debt Service	\$ -	\$ -	\$ 2,776.46	\$ (2,776.46)	0.00%
445-041-524000	Lease/Rental of Equipment	\$ -	\$ -	\$ 4,013.52	\$ (4,013.52)	0.00%
445-041-561200	Engineering Fees	\$ 640,000.00	\$ 85,554.50	\$ 237,697.97	\$ 402,302.03	37.14%
445-041-580200	Purchase Of Property	\$ 500,000.00	\$ 17,450.00	\$ 201,000.49	\$ 298,999.51	40.20%
	Capital Expense	\$ 1,140,000.00	\$ 103,004.50	\$ 442,711.98	\$ 697,288.02	38.83%
445-041-414001	Local Use Gas Tax	\$ 500,000.00	\$ 39,653.54	\$ 269,592.24	\$ 230,407.76	53.92%
445-041-440100	Transfer From General Fund	\$ 870,000.00	\$ -	\$ 870,000.00	\$ -	100.00%



General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
445-041-491500	Sale of Property	\$ -	\$ -	\$ 61,567.07	\$ (61,567.07)	0.00%
	Capital Revenue	\$ 1,370,000.00	\$ 39,653.54	\$ 1,201,159.31	\$ 168,840.69	87.68%
041	Capital Projects	\$ (70,000.00)	\$ (105,188.03)	\$ 540,121.59	\$ (610,121.59)	-771.60%
445-043-414002	Impound Fees	\$ 70,000.00	\$ 4,000.00	\$ 58,979.32	\$ 11,020.68	84.26%
	Capital Revenue	\$ 70,000.00	\$ 4,000.00	\$ 58,979.32	\$ 11,020.68	84.26%
043	Impound Fees	\$ 70,000.00	\$ 4,000.00	\$ 58,979.32	\$ 11,020.68	84.26%
445	Capital Projects	\$ -	\$ (101,188.03)	\$ 599,108.45	\$ (599,108.45)	0.00%
501	School Bus					
501-501-450011	District 108 Contract	\$ 4,017,000.00	\$ 425,392.48	\$ 2,176,654.00	\$ 1,840,346.00	54.19%
501-501-450012	Transportation Contract	\$ 188,490.00	\$ 14,501.94	\$ 112,199.22	\$ 76,290.78	59.53%
501-501-450013	District 303	\$ 1,442,000.00	\$ 180,352.73	\$ 925,274.39	\$ 516,725.61	64.17%
501-501-450020	Bus passes	\$ 23,000.00	\$ 292.50	\$ 11,397.50	\$ 11,602.50	49.55%
501-501-450030	Bus Special Charters	\$ 190,000.00	\$ 20,402.05	\$ 120,871.71	\$ 69,128.29	63.62%
501-501-454500	Other Contractual Revenue	\$ 280,000.00	\$ 34,729.53	\$ 172,557.51	\$ 107,442.49	61.63%
	Fees/Charges For Service	\$ 6,140,490.00	\$ 675,671.23	\$ 3,518,954.33	\$ 2,621,535.67	57.31%
501-501-490100	Interest Earnings	\$ 300.00	\$ 2,425.83	\$ 31,831.86	\$ (31,531.86)	10610.62%
	Investment Earnings	\$ 300.00	\$ 2,425.83	\$ 31,831.86	\$ (31,531.86)	10610.62%
501-501-491000	Rental of Municipal Property	\$ -	\$ -	\$ 50.00	\$ (50.00)	0.00%
501-501-499800	Miscellaneous Receipts	\$ -	\$ 68.61	\$ 437.40	\$ (437.40)	0.00%
	Other Revenue	\$ -	\$ 68.61	\$ 487.40	\$ (487.40)	0.00%
501-501-511600	Salary: All Personnel	\$ 274,471.43	\$ 88,414.15	\$ 425,777.54	\$ (151,306.11)	155.13%
501-501-511601	Admin Cost Allocation	\$ 211,290.82	\$ 17,774.91	\$ 87,874.10	\$ 123,416.72	41.59%
501-501-514600	Wages-PartTime Drivers&Monitor	\$ 2,060,000.00	\$ 262,755.40	\$ 1,097,188.02	\$ 962,811.98	53.26%
501-501-514602	Wages-PT Drvr&Mon Charters	\$ 300,000.00	\$ 14,172.90	\$ 66,250.28	\$ 233,749.72	22.08%
501-501-515000	Overtime	\$ 100,000.00	\$ 37,470.45	\$ 80,381.10	\$ 19,618.90	80.38%
501-501-515200	Longevity Pay	\$ 7,000.00	\$ -	\$ 6,100.00	\$ 900.00	87.14%
501-501-515500	Vacation Pay	\$ 30,000.00	\$ 1,928.41	\$ 17,068.39	\$ 12,931.61	56.89%
501-501-515600	Holiday Pay	\$ 95,000.00	\$ 11,029.05	\$ 34,783.93	\$ 60,216.07	36.61%
501-501-515800	Sick Pay	\$ 10,000.00	\$ 2,232.93	\$ 12,880.61	\$ (2,880.61)	128.81%
501-501-517000	Oasdi/city Share 6.2%	\$ 191,441.26	\$ 26,935.73	\$ 112,810.27	\$ 78,630.99	58.93%
501-501-517001	Medicare/city Share 1.45%	\$ 44,772.55	\$ 6,299.36	\$ 26,382.84	\$ 18,389.71	58.93%
501-501-517401	IMRF	\$ 201,322.10	\$ 10,022.77	\$ 45,269.50	\$ 156,052.60	22.49%
501-501-518000	Group Insurance	\$ 70,000.00	\$ 8,453.65	\$ 58,928.74	\$ 11,071.26	84.18%
501-501-518200	Unemployment Insurance	\$ 100,000.00	\$ 71,025.50	\$ 84,846.50	\$ 15,153.50	84.85%
501-501-518300	Workers Comp Insurance	\$ 110,000.00	\$ 107,291.25	\$ 107,291.25	\$ 2,708.75	97.54%
501-501-554300	Uniforms & Tools	\$ 1,500.00	\$ -	\$ 849.33	\$ 650.67	56.62%
501-501-559000	Medical Expense/supplies	\$ 20,000.00	\$ 644.93	\$ 9,480.44	\$ 10,519.56	47.40%
	Personnel	\$ 3,826,798.16	\$ 666,451.39	\$ 2,274,162.84	\$ 1,552,635.32	59.43%
501-501-519000	Training And Education	\$ 12,000.00	\$ (392.61)	\$ 6,487.64	\$ 5,512.36	54.06%
	Training & Education	\$ 12,000.00	\$ (392.61)	\$ 6,487.64	\$ 5,512.36	54.06%
501-501-520200	Office Supplies	\$ 2,500.00	\$ 426.06	\$ 831.39	\$ 1,668.61	33.26%
501-501-520400	Postage	\$ 200.00	\$ -	\$ 0.69	\$ 199.31	0.35%
501-501-522400	General Supplies	\$ 9,000.00	\$ 413.86	\$ 2,583.02	\$ 6,416.98	28.70%
501-501-529000	Equipment	\$ 8,500.00	\$ 120.00	\$ 4,993.31	\$ 3,506.69	58.74%
501-501-556100	Gasoline/diesel Fuel	\$ 410,000.00	\$ 49,265.29	\$ 265,011.63	\$ 144,988.37	64.64%
	Supplies & Materials	\$ 430,200.00	\$ 50,225.21	\$ 273,420.04	\$ 156,779.96	63.56%
501-501-518100	Liability Insurance Premiums	\$ 90,000.00	\$ 74,472.75	\$ 74,472.75	\$ 15,527.25	82.75%
501-501-524000	Lease/rental Of Equipment	\$ 9,000.00	\$ 271.22	\$ 1,084.46	\$ 7,915.54	12.05%
501-501-534000	Automotive Expense	\$ 275,000.00	\$ 29,960.58	\$ 174,042.43	\$ 100,957.57	63.29%
501-501-534400	Equipment Repairs	\$ 1,000.00	\$ 599.92	\$ 599.92	\$ 400.08	59.99%
501-501-538000	Maintenance Agreements	\$ 15,000.00	\$ -	\$ 1,098.68	\$ 13,901.32	7.32%
501-501-550100	Utilities	\$ 25,000.00	\$ 2,579.81	\$ 9,753.14	\$ 15,246.86	39.01%
501-501-550300	Telephone	\$ 2,000.00	\$ 133.63	\$ 919.39	\$ 1,080.61	45.97%
501-501-551600	Dues And Subscriptions	\$ 750.00	\$ -	\$ 149.00	\$ 601.00	19.87%
501-501-555000	Radio Expense	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	0.00%

General Ledger

Non General Fund Revenue vs Expense Detail

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Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
501-501-560100	Auditing Fees	\$ 4,000.00	\$ -	\$ 4,000.00	\$ -	100.00%
501-501-560600	Corporate Counsel Fees	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
501-501-561000	Legal expense	\$ -	\$ 630.17	\$ 11,921.27	\$ (11,921.27)	0.00%
501-501-566600	Pest Control	\$ 2,000.00	\$ 250.00	\$ 250.00	\$ 1,750.00	12.50%
501-501-569000	Other Contractual Service	\$ 6,500.00	\$ 1,454.66	\$ 17,632.08	\$ (11,132.08)	271.26%
501-501-597900	Employee Appreciation	\$ 6,000.00	\$ 290.43	\$ 2,438.89	\$ 3,561.11	40.65%
501-501-599801	Computer Software	\$ 65,000.00	\$ -	\$ -	\$ 65,000.00	0.00%
	Contractual Services	\$ 533,250.00	\$ 110,643.17	\$ 298,362.01	\$ 234,887.99	55.95%
501-501-587000	Machinery And Equipment	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
501-501-587001	Lease / Purchase Equipmen	\$ 1,200,000.00	\$ -	\$ 1,073,483.82	\$ 126,516.18	89.46%
	Capital Outlay	\$ 1,202,000.00	\$ -	\$ 1,073,483.82	\$ 128,516.18	89.31%
501-501-534200	Bldng & Grnds Maint/Repairs	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	0.00%
501-501-551000	Printing And Publications	\$ 1,500.00	\$ -	\$ 1,320.00	\$ 180.00	88.00%
501-501-554200	Meals/Lodging	\$ 5,000.00	\$ 68.44	\$ 721.46	\$ 4,278.54	14.43%
501-501-557200	License And Inspection Fees	\$ 12,000.00	\$ 1,572.00	\$ 5,768.08	\$ 6,231.92	48.07%
501-501-599000	Miscellaneous	\$ 1,000.00	\$ -	\$ 281.55	\$ 718.45	28.16%
501-501-599802	Computer Hardware	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
	Other Expenditures	\$ 30,500.00	\$ 1,640.44	\$ 8,091.09	\$ 22,408.91	26.53%
501-501-590400	Interest Paid	\$ 83,389.02	\$ -	\$ 69,142.18	\$ 14,246.84	82.92%
	Debt Service	\$ 83,389.02	\$ -	\$ 69,142.18	\$ 14,246.84	82.92%
501	School Bus	\$ 22,652.82	\$ (150,401.93)	\$ (451,876.03)	\$ 474,528.85	-1994.79%
525	Airport					
525-525-442600	State Grants	\$ 1,963,800.00	\$ -	\$ -	\$ 1,963,800.00	0.00%
	Intergovernmental	\$ 1,963,800.00	\$ -	\$ -	\$ 1,963,800.00	0.00%
525-525-453002	Rental - Airport Hangars	\$ 90,000.00	\$ 6,310.00	\$ 43,870.00	\$ 46,130.00	48.74%
525-525-453003	Rental - Tie Down Spaces	\$ 360.00	\$ -	\$ -	\$ 360.00	0.00%
525-525-453004	Sale of Gas	\$ 165,000.00	\$ 5,098.41	\$ 98,237.40	\$ 66,762.60	59.54%
	Fees/Charges For Service	\$ 255,360.00	\$ 11,408.41	\$ 142,107.40	\$ 113,252.60	55.65%
525-525-490100	Interest Earnings	\$ -	\$ 557.22	\$ 5,942.24	\$ (5,942.24)	0.00%
	Investment Earnings	\$ -	\$ 557.22	\$ 5,942.24	\$ (5,942.24)	0.00%
525-525-453005	Sales Tax Rebate	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
525-525-491000	Rental Of Municipal Prope	\$ 20,000.00	\$ -	\$ 22,703.00	\$ (2,703.00)	113.52%
	Other Revenue	\$ 25,000.00	\$ -	\$ 22,703.00	\$ 2,297.00	90.81%
525-525-440100	Transfer From General Fund	\$ 318,200.00	\$ -	\$ -	\$ 318,200.00	0.00%
	Transfers From Other Funds	\$ 318,200.00	\$ -	\$ -	\$ 318,200.00	0.00%
525-525-511600	Salary All Personnel	\$ 31,300.00	\$ 625.58	\$ 8,848.97	\$ 22,451.03	28.27%
525-525-511601	Admin Cost Allocation	\$ 15,854.04	\$ 1,437.23	\$ 7,600.24	\$ 8,253.80	47.94%
525-525-515500	Vacation Pay	\$ 2,000.00	\$ 374.14	\$ 565.30	\$ 1,434.70	28.27%
525-525-515600	Holiday Pay	\$ 1,000.00	\$ 59.19	\$ 221.76	\$ 778.24	22.18%
525-525-515800	Sick Pay	\$ 700.00	\$ 94.60	\$ 175.25	\$ 524.75	25.04%
525-525-517000	Oasdi/city Share 6.2%	\$ 3,152.95	\$ 119.98	\$ 568.15	\$ 2,584.80	18.02%
525-525-517001	Medicare/city Share 1.45%	\$ 737.38	\$ 28.25	\$ 134.06	\$ 603.32	18.18%
525-525-517401	IMRF	\$ 3,315.68	\$ 287.62	\$ 2,681.31	\$ 634.37	80.87%
525-525-518000	Group Insurance	\$ 8,465.21	\$ 279.94	\$ 5,567.77	\$ 2,897.44	65.77%
525-525-518300	Workers Comp Insurance	\$ 2,000.00	\$ 5,365.80	\$ 5,365.80	\$ (3,365.80)	268.29%
	Personnel	\$ 68,525.26	\$ 8,672.33	\$ 31,728.61	\$ 36,796.65	46.30%
525-525-519000	Training And Education	\$ 300.00	\$ -	\$ -	\$ 300.00	0.00%
	Training & Education	\$ 300.00	\$ -	\$ -	\$ 300.00	0.00%
525-525-520200	Office Supplies	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
525-525-520400	Postage	\$ 50.00	\$ -	\$ -	\$ 50.00	0.00%
525-525-522400	General Supplies	\$ 1,000.00	\$ 166.74	\$ 396.22	\$ 603.78	39.62%
525-525-529000	Equipment	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
525-525-556200	Cost of Gas Sold	\$ 148,500.00	\$ 4,040.34	\$ 86,604.23	\$ 61,895.77	58.32%
	Supplies & Materials	\$ 151,550.00	\$ 4,207.08	\$ 87,000.45	\$ 64,549.55	57.41%
525-525-518100	Liability Insurance Premiums	\$ 3,000.00	\$ 4,540.14	\$ 4,540.14	\$ (1,540.14)	151.34%

General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
525-525-524000	Lease/rental Of Equipment	\$ 500.00	\$ 65.85	\$ 191.16	\$ 308.84	38.23%
525-525-534000	Automotive Expense	\$ 2,000.00	\$ -	\$ 543.47	\$ 1,456.53	27.17%
525-525-534200	Buildings And Grounds Rep	\$ 30,000.00	\$ -	\$ 875.00	\$ 29,125.00	2.92%
525-525-534400	Equipment Repairs	\$ 4,000.00	\$ -	\$ 4,661.97	\$ (661.97)	116.55%
525-525-536300	Snow Removal - Salt And C	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
525-525-538000	Maintenance Agreement	\$ 350.00	\$ -	\$ -	\$ 350.00	0.00%
525-525-550100	Utilities	\$ 25,000.00	\$ 4,157.03	\$ 17,479.15	\$ 7,520.85	69.92%
525-525-550300	Telephone	\$ 3,000.00	\$ 341.01	\$ 2,022.15	\$ 977.85	67.41%
525-525-551600	Dues And Subscriptions	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00	0.00%
525-525-556100	Fuel	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
525-525-560100	Auditing Fees	\$ -	\$ -	\$ 1,000.00	\$ (1,000.00)	0.00%
525-525-560600	Corporate Counsel Fees	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
525-525-566600	Pest Control	\$ 750.00	\$ -	\$ -	\$ 750.00	0.00%
525-525-569000	Other Contractual Service	\$ 70,000.00	\$ 7,949.94	\$ 35,352.13	\$ 34,647.87	50.50%
	Contractual Services	\$ 145,800.00	\$ 17,053.97	\$ 66,665.17	\$ 79,134.83	45.72%
525-525-580401	Building Repairs	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
525-525-580402	Capital Outlay	\$ 218,200.00	\$ -	\$ 94,759.50	\$ 123,440.50	43.43%
525-525-580403	Capital Outlay Reimbursed	\$ 1,963,800.00	\$ -	\$ -	\$ 1,963,800.00	0.00%
525-525-587100	Office Furniture & Equip	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
	Capital Outlay	\$ 2,189,000.00	\$ -	\$ 94,759.50	\$ 2,094,240.50	4.33%
525-525-557200	License & Inspection Fees	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
525-525-599000	Miscellaneous	\$ 100.00	\$ -	\$ -	\$ 100.00	0.00%
525-525-599802	Computer Hardware	\$ 350.00	\$ -	\$ -	\$ 350.00	0.00%
	Other Expenditures	\$ 1,450.00	\$ -	\$ -	\$ 1,450.00	0.00%
525	Airport	\$ 5,734.74	\$ (17,967.75)	\$ (109,401.09)	\$ 115,135.83	-1907.69%
570	Economic Development					
570-570-490100	Interest Earnings	\$ 1,000.00	\$ 1,093.29	\$ 8,309.52	\$ (7,309.52)	830.95%
570-570-490101	Loan Interest	\$ 39,480.00	\$ -	\$ -	\$ 39,480.00	0.00%
	Investment Earnings	\$ 40,480.00	\$ 1,093.29	\$ 8,309.52	\$ 32,170.48	20.53%
570-570-493600	Training Reimbursements	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
	Other Revenue	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
570-570-511600	Salary: All Personnel	\$ 61,683.02	\$ 6,232.43	\$ 34,496.40	\$ 27,186.62	55.93%
570-570-511601	Admin Cost Allocation	\$ -	\$ 1,315.01	\$ 6,927.72	\$ (6,927.72)	0.00%
570-570-515500	Vacation Pay	\$ 4,040.37	\$ 171.90	\$ 1,433.86	\$ 2,606.51	35.49%
570-570-515600	Holiday Pay	\$ 2,693.58	\$ 269.67	\$ 1,063.68	\$ 1,629.90	39.49%
570-570-515800	Sick Pay	\$ 1,616.15	\$ 101.01	\$ 140.94	\$ 1,475.21	8.72%
570-570-517000	Oasdi/city Share 6.2%	\$ 4,342.05	\$ 490.41	\$ 2,644.59	\$ 1,697.46	60.91%
570-570-517001	Medicare/city Share 1.45%	\$ 1,015.48	\$ 114.60	\$ 617.95	\$ 397.53	60.85%
570-570-517401	IMRF	\$ 4,566.16	\$ 530.27	\$ 2,876.22	\$ 1,689.94	62.99%
570-570-518000	Group Insurance	\$ 5,310.29	\$ 1,386.04	\$ 9,354.13	\$ (4,043.84)	176.15%
	Personnel	\$ 85,267.10	\$ 10,611.34	\$ 59,555.49	\$ 25,711.61	69.85%
570-570-519000	Training And Education	\$ 1,250.00	\$ -	\$ 575.00	\$ 675.00	46.00%
	Training & Education	\$ 1,250.00	\$ -	\$ 575.00	\$ 675.00	46.00%
570-570-520200	Office Supplies	\$ 100.00	\$ 49.79	\$ 132.74	\$ (32.74)	132.74%
570-570-520400	Postage	\$ 50.00	\$ -	\$ 144.93	\$ (94.93)	289.86%
	Supplies & Materials	\$ 150.00	\$ 49.79	\$ 277.67	\$ (127.67)	185.11%
570-570-551600	Dues And Subscriptions	\$ 25,385.00	\$ -	\$ 25,132.50	\$ 252.50	99.01%
570-570-569000	Other Contractual Service	\$ 13,500.00	\$ 7,672.78	\$ 10,215.05	\$ 3,284.95	75.67%
570-570-591300	Developer Credit Applied	\$ 70,000.00	\$ -	\$ -	\$ 70,000.00	0.00%
570-570-598100	Public Relations	\$ 42,500.00	\$ 1,530.00	\$ 23,042.50	\$ 19,457.50	54.22%
	Contractual Services	\$ 151,385.00	\$ 9,202.78	\$ 58,390.05	\$ 92,994.95	38.57%
570-570-518700	Mileage	\$ 635.00	\$ -	\$ -	\$ 635.00	0.00%
570-570-554200	Meals Lodging	\$ 1,800.00	\$ 84.13	\$ 2,928.31	\$ (1,128.31)	162.68%
	Other Expenditures	\$ 2,435.00	\$ 84.13	\$ 2,928.31	\$ (493.31)	120.26%
570	Economic Development	\$ (199,507.10)	\$ (18,854.75)	\$ (113,417.00)	\$ (86,090.10)	56.85%



General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
695	Insurance					
695-092-490100	Interest	\$ -	\$ 1.49	\$ 10.09	\$ (10.09)	0.00%
	Investment Earnings	\$ -	\$ 1.49	\$ 10.09	\$ (10.09)	0.00%
695-092-479100	Sec 125 Flex Plan Contrib	\$ 60,000.00	\$ 4,896.96	\$ 26,117.12	\$ 33,882.88	43.53%
	Other Revenue	\$ 60,000.00	\$ 4,896.96	\$ 26,117.12	\$ 33,882.88	43.53%
695-092-517300	Sec 125 Flex Plan Claims	\$ 55,000.00	\$ 4,085.66	\$ 21,534.11	\$ 33,465.89	39.15%
	Contractual Services	\$ 55,000.00	\$ 4,085.66	\$ 21,534.11	\$ 33,465.89	39.15%
092	Section 125	\$ 5,000.00	\$ 812.79	\$ 4,593.10	\$ 406.90	91.86%
695-093-495606	Insurance Reimburse Police	\$ -	\$ -	\$ 1,336.50	\$ (1,336.50)	0.00%
695-093-495608	Insurance Reimburse Bus	\$ -	\$ -	\$ 22,602.75	\$ (22,602.75)	0.00%
	Other Revenue	\$ -	\$ -	\$ 23,939.25	\$ (23,939.25)	0.00%
695-093-450500	Liability Ins Premiums Reimb	\$ 550,000.00	\$ 516,628.53	\$ 516,628.53	\$ 33,371.47	93.93%
	Transfers From Other Funds	\$ 550,000.00	\$ 516,628.53	\$ 516,628.53	\$ 33,371.47	93.93%
695-093-518133	Claims Paid / Police Prot	\$ -	\$ 2,799.95	\$ 8,342.45	\$ (8,342.45)	0.00%
695-093-518151	Claims Paid / School Bus	\$ -	\$ 21,768.54	\$ 14,363.50	\$ (14,363.50)	0.00%
695-093-518400	Liability Ins Premiums Paid	\$ 516,629.00	\$ 516,628.53	\$ 516,628.53	\$ 0.47	100.00%
	Contractual Services	\$ 516,629.00	\$ 541,197.02	\$ 539,334.48	\$ (22,705.48)	104.39%
093	Liability Insurance	\$ 33,371.00	\$ (24,568.49)	\$ 1,233.30	\$ 32,137.70	3.70%
695-094-450500	Work Comp Ins Premiums Reimb	\$ 803,210.00	\$ 761,580.27	\$ 761,580.27	\$ 41,629.73	94.82%
	Transfers From Other Funds	\$ 803,210.00	\$ 761,580.27	\$ 761,580.27	\$ 41,629.73	94.82%
695-094-518400	Workmans Comp Premiums Paid	\$ 761,581.00	\$ 761,580.27	\$ 761,580.27	\$ 0.73	100.00%
	Contractual Services	\$ 761,581.00	\$ 761,580.27	\$ 761,580.27	\$ 0.73	100.00%
094	Work Comp	\$ 41,629.00	\$ -	\$ -	\$ 41,629.00	0.00%
695-095-490100	Interest Earnings	\$ -	\$ 10,562.69	\$ 54,054.59	\$ (54,054.59)	0.00%
	Investment Earnings	\$ -	\$ 10,562.69	\$ 54,054.59	\$ (54,054.59)	0.00%
695-095-450505	Retiree Premiums	\$ 385,000.00	\$ 21,365.76	\$ 154,651.57	\$ 230,348.43	40.17%
695-095-450515	Retiree Premiums Police	\$ 130,000.00	\$ 9,244.83	\$ 59,875.11	\$ 70,124.89	46.06%
695-095-495300	Claim Refund	\$ -	\$ -	\$ 30,235.14	\$ (30,235.14)	0.00%
695-095-495600	Insurance Reimbursements	\$ -	\$ -	\$ 58,824.65	\$ (58,824.65)	0.00%
	Other Revenue	\$ 515,000.00	\$ 30,610.59	\$ 303,586.47	\$ 211,413.53	58.95%
695-095-450500	City Premiums	\$ 3,828,000.00	\$ 293,349.84	\$ 2,013,333.76	\$ 1,814,666.24	52.59%
695-095-450501	Employee Premiums	\$ 528,000.00	\$ 46,032.06	\$ 314,587.71	\$ 213,412.29	59.58%
695-095-450510	City Premiums Police	\$ 1,188,000.00	\$ 106,385.34	\$ 736,767.51	\$ 451,232.49	62.02%
695-095-450511	Employee Premiums Police	\$ 105,600.00	\$ 8,637.94	\$ 59,793.07	\$ 45,806.93	56.62%
	Transfers From Other Funds	\$ 5,649,600.00	\$ 454,405.18	\$ 3,124,482.05	\$ 2,525,117.95	55.30%
695-095-511601	Admin Cost Allocation	\$ -	\$ 329.70	\$ 1,478.33	\$ (1,478.33)	0.00%
695-095-515500	Vacation Pay	\$ -	\$ 26.32	\$ 73.72	\$ (73.72)	0.00%
695-095-515600	Holiday Pay	\$ -	\$ 12.64	\$ 50.56	\$ (50.56)	0.00%
695-095-515800	Sick pay	\$ -	\$ 10.53	\$ 40.55	\$ (40.55)	0.00%
695-095-517000	Oasdi/City Share 6.2%	\$ -	\$ 23.09	\$ 99.45	\$ (99.45)	0.00%
695-095-517001	Medicare/City Share 1.45%	\$ -	\$ 5.38	\$ 23.17	\$ (23.17)	0.00%
695-095-517401	IMRF	\$ -	\$ 24.75	\$ 107.24	\$ (107.24)	0.00%
695-095-518000	Group Insurance	\$ -	\$ 46.60	\$ 278.74	\$ (278.74)	0.00%
	Personnel	\$ -	\$ 479.01	\$ 2,151.76	\$ (2,151.76)	0.00%
695-095-517500	Health Claims Paid/Active	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	0.00%
695-095-517501	Administration Fees	\$ 30,000.00	\$ 286.35	\$ 2,215.40	\$ 27,784.60	7.38%
695-095-517504	A D & D Life Premium	\$ 24,000.00	\$ 1,928.51	\$ 12,882.57	\$ 11,117.43	53.68%
695-095-517506	Vision Coverage	\$ 23,000.00	\$ 1,482.61	\$ 10,514.20	\$ 12,485.80	45.71%
695-095-517507	Health Insurance Premium	\$ 3,750,000.00	\$ 313,930.72	\$ 2,222,240.50	\$ 1,527,759.50	59.26%
695-095-517508	Stop Loss	\$ 45,000.00	\$ -	\$ -	\$ 45,000.00	0.00%
695-095-517509	Police BCBS Health Ins Plan	\$ 1,700,000.00	\$ 135,405.59	\$ 955,835.47	\$ 744,164.53	56.23%
695-095-517511	Dental Coverage	\$ 20,000.00	\$ 15,832.16	\$ 111,951.57	\$ (91,951.57)	559.76%
695-095-517512	Dental Coverage-Retirees	\$ 50,000.00	\$ 2,904.64	\$ 22,173.08	\$ 27,826.92	44.35%
695-095-517513	Vision Coverage Retirees	\$ 4,000.00	\$ 270.68	\$ 2,075.84	\$ 1,924.16	51.90%
695-095-517515	Health Insurance Prem-Retirees	\$ 950,000.00	\$ 61,413.97	\$ 462,291.03	\$ 487,708.97	48.66%



General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
695-095-569000	Other Contractual Service	\$ 25,000.00	\$ 1,447.50	\$ 10,042.50	\$ 14,957.50	40.17%
	Contractual Services	\$ 6,641,000.00	\$ 534,902.73	\$ 3,812,222.16	\$ 2,828,777.84	57.40%
695-095-516700	Wellness Program	\$ 30,000.00	\$ 3,151.83	\$ 7,431.88	\$ 22,568.12	24.77%
695-095-590600	Bank Charges	\$ -	\$ -	\$ 50.00	\$ (50.00)	0.00%
695-095-599000	Miscellaneous	\$ 25,000.00	\$ -	\$ 421.04	\$ 24,578.96	1.68%
	Other Expenditures	\$ 55,000.00	\$ 3,151.83	\$ 7,902.92	\$ 47,097.08	14.37%
095	Medical	\$ (531,400.00)	\$ (42,955.11)	\$ (340,153.73)	\$ (191,246.27)	64.01%
695	Insurance	\$ (451,400.00)	\$ (66,710.81)	\$ (334,327.33)	\$ (117,072.67)	74.06%
699	Vehicle Maintenance					
699-069-450040	Gasoline Sales - Interfun	\$ 950,000.00	\$ 95,379.19	\$ 607,165.61	\$ 342,834.39	63.91%
699-069-450043	Labor	\$ 450,000.00	\$ 42,352.95	\$ 228,876.99	\$ 221,123.01	50.86%
	Fees/Charges For Service	\$ 1,400,000.00	\$ 137,732.14	\$ 836,042.60	\$ 563,957.40	59.72%
699-069-490100	Interest Earnings	\$ -	\$ 3,209.52	\$ 22,426.65	\$ (22,426.65)	0.00%
	Investment Earnings	\$ -	\$ 3,209.52	\$ 22,426.65	\$ (22,426.65)	0.00%
699-069-511600	Salary: All Personnel	\$ 299,416.10	\$ 23,628.14	\$ 124,199.80	\$ 175,216.30	41.48%
699-069-511601	Admin Cost Allocation	\$ -	\$ 4,201.09	\$ 22,096.35	\$ (22,096.35)	0.00%
699-069-515000	Overtime	\$ 10,000.00	\$ 471.95	\$ 2,972.97	\$ 7,027.03	29.73%
699-069-515500	Vacation Pay	\$ 21,124.02	\$ 2,018.84	\$ 11,724.61	\$ 9,399.41	55.50%
699-069-515600	Holiday Pay	\$ 14,376.79	\$ 744.18	\$ 3,809.76	\$ 10,567.03	26.50%
699-069-515800	Sick Pay	\$ 6,843.27	\$ 565.30	\$ 2,912.56	\$ 3,930.71	42.56%
699-069-517000	Oasdi/city Share 6.2%	\$ 23,418.08	\$ 1,909.53	\$ 10,106.58	\$ 13,311.50	43.16%
699-069-517001	Medicare/city Share 1.45%	\$ 5,476.51	\$ 446.51	\$ 2,363.60	\$ 3,112.91	43.16%
699-069-517401	IMRF	\$ 27,459.80	\$ 2,060.19	\$ 10,920.88	\$ 16,538.92	39.77%
699-069-518000	Group Insurance	\$ 70,000.00	\$ 6,307.22	\$ 44,419.98	\$ 25,580.02	63.46%
699-069-518300	Workers Comp Insurance	\$ 12,000.00	\$ 11,885.94	\$ 11,885.94	\$ 114.06	99.05%
699-069-554300	Uniforms And Tools	\$ 8,000.00	\$ 392.43	\$ 4,124.08	\$ 3,875.92	51.55%
	Personnel	\$ 498,114.57	\$ 54,631.32	\$ 251,537.11	\$ 246,577.46	50.50%
699-069-519000	Training And Education	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
	Training & Education	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
699-069-522400	General Supplies	\$ 5,000.00	\$ 104.09	\$ 2,778.87	\$ 2,221.13	55.58%
699-069-529000	Equipment	\$ 1,000.00	\$ -	\$ 3,982.42	\$ (2,982.42)	398.24%
699-069-556100	Gasoline/diesel Fuel	\$ 500.00	\$ 84.00	\$ 183.18	\$ 316.82	36.64%
699-069-556200	Cost Of Fuel Sold	\$ 975,000.00	\$ 95,401.94	\$ 607,279.71	\$ 367,720.29	62.29%
	Supplies & Materials	\$ 981,500.00	\$ 95,590.03	\$ 614,224.18	\$ 367,275.82	62.58%
699-069-518100	Liability Insurance Premiums	\$ 10,000.00	\$ 8,456.58	\$ 8,456.58	\$ 1,543.42	84.57%
699-069-524000	Lease/rental Of Equipment	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
699-069-534000	Automotive Expense	\$ 3,500.00	\$ 317.66	\$ 1,933.35	\$ 1,566.65	55.24%
699-069-534400	Equipment Repairs	\$ 3,000.00	\$ -	\$ 286.60	\$ 2,713.40	9.55%
699-069-538000	Maintenance Agreements	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
699-069-550100	Utilities	\$ 6,000.00	\$ 606.87	\$ 3,600.60	\$ 2,399.40	60.01%
699-069-557300	EPA Permit	\$ 500.00	\$ 235.00	\$ 235.00	\$ 265.00	47.00%
699-069-569000	Other Contractual Service	\$ 10,000.00	\$ 802.48	\$ 4,357.14	\$ 5,642.86	43.57%
	Contractual Services	\$ 35,500.00	\$ 10,418.59	\$ 18,869.27	\$ 16,630.73	53.15%
699-069-587001	Capital Equipment	\$ 19,000.00	\$ -	\$ -	\$ 19,000.00	0.00%
	Capital Outlay	\$ 19,000.00	\$ -	\$ -	\$ 19,000.00	0.00%
699-069-557200	License And Inspection Fees	\$ 50.00	\$ -	\$ -	\$ 50.00	0.00%
	Other Expenditures	\$ 50.00	\$ -	\$ -	\$ 50.00	0.00%
069	City Vehicle Maintenance	\$ (135,164.57)	\$ (19,698.28)	\$ (26,161.31)	\$ (109,003.26)	19.36%
699-070-450040	Gasoline Sales - Tazwell Cnty	\$ 6,500.00	\$ 740.25	\$ 3,566.50	\$ 2,933.50	54.87%
699-070-450042	Sale of Parts	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
699-070-450043	Labor	\$ 1,000.00	\$ -	\$ 455.00	\$ 545.00	45.50%
	Fees/Charges For Service	\$ 8,500.00	\$ 740.25	\$ 4,021.50	\$ 4,478.50	47.31%
699-070-511600	Salary: All Personnel	\$ 600.00	\$ -	\$ 119.88	\$ 480.12	19.98%
699-070-517000	Oasdi/city Share 6.2%	\$ 50.00	\$ -	\$ 7.10	\$ 42.90	14.20%
699-070-517001	Medicare/city Share 1.45%	\$ 20.00	\$ -	\$ 1.67	\$ 18.33	8.35%



General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
699-070-517401	IMRF	\$ 70.00	\$ -	\$ 7.81	\$ 62.19	11.16%
699-070-518000	Group Insurance	\$ 200.00	\$ -	\$ 39.14	\$ 160.86	19.57%
	Personnel	\$ 940.00	\$ -	\$ 175.60	\$ 764.40	18.68%
699-070-556200	Cost Of Fuel Sold	\$ -	\$ 740.25	\$ 3,479.35	\$ (3,479.35)	0.00%
699-070-556202	Cost Of Parts	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
	Supplies & Materials	\$ 2,000.00	\$ 740.25	\$ 3,479.35	\$ (1,479.35)	173.97%
699-070-534000	Automotive Expense	\$ -	\$ -	\$ 4.29	\$ (4.29)	0.00%
	Contractual Services	\$ -	\$ -	\$ 4.29	\$ (4.29)	0.00%
070	Tazewell Co Vehicle Maint	\$ 5,560.00	\$ -	\$ 362.26	\$ 5,197.74	6.52%
699-699-561000	Legal Fees	\$ -	\$ 3.73	\$ 112.90	\$ (112.90)	0.00%
	Contractual Services	\$ -	\$ 3.73	\$ 112.90	\$ (112.90)	0.00%
699	Department	\$ -	\$ 3.73	\$ 112.90	\$ (112.90)	0.00%
699	Vehicle Maintenance	\$ (129,604.57)	\$ (19,702.01)	\$ (25,911.95)	\$ (103,692.62)	19.99%
924	Library					
924-924-410100	Real Estate Tax	\$ 1,679,091.00	\$ 79,160.19	\$ 1,674,595.15	\$ 4,495.85	99.73%
924-924-412000	Replacement P/p Tax - State	\$ 210,039.00	\$ -	\$ 111,405.04	\$ 98,633.96	53.04%
	Taxes	\$ 1,889,130.00	\$ 79,160.19	\$ 1,786,000.19	\$ 103,129.81	94.54%
924-924-437900	South Pekin Revenue	\$ 13,000.00	\$ 4,995.43	\$ 14,695.80	\$ (1,695.80)	113.04%
924-924-438300	South Pekin Per Capita Grant	\$ 1,500.00	\$ -	\$ 12,509.96	\$ (11,009.96)	834.00%
924-924-438700	Other Grants	\$ 1,890.00	\$ -	\$ -	\$ 1,890.00	0.00%
924-924-445000	Per Capita Grant	\$ 46,810.00	\$ -	\$ 47,120.54	\$ (310.54)	100.66%
	Intergovernmental	\$ 63,200.00	\$ 4,995.43	\$ 74,326.30	\$ (11,126.30)	117.60%
924-924-456900	Passports	\$ 16,000.00	\$ 1,130.00	\$ 8,897.70	\$ 7,102.30	55.61%
924-924-457001	Friends Book Sale	\$ 14,000.00	\$ 1,303.90	\$ 8,364.48	\$ 5,635.52	59.75%
924-924-457002	Copy Machines	\$ 2,700.00	\$ -	\$ 1,111.89	\$ 1,588.11	41.18%
924-924-457003	Printing Fees (library)	\$ 7,000.00	\$ 576.07	\$ 5,475.22	\$ 1,524.78	78.22%
924-924-457005	Non-resident Fees	\$ 5,700.00	\$ 434.41	\$ 2,398.51	\$ 3,301.49	42.08%
924-924-457006	Books - Lost And Damaged	\$ 2,000.00	\$ 38.00	\$ 1,251.73	\$ 748.27	62.59%
924-924-457007	Room Use Fees	\$ 2,000.00	\$ 55.00	\$ 860.00	\$ 1,140.00	43.00%
924-924-457009	Staff Sales	\$ -	\$ -	\$ 0.10	\$ (0.10)	0.00%
924-924-457010	Fax Fee	\$ 2,000.00	\$ 75.10	\$ 828.60	\$ 1,171.40	41.43%
	Fees/Charges For Service	\$ 51,400.00	\$ 3,612.48	\$ 29,188.23	\$ 22,211.77	56.79%
924-924-465001	Library Fines - Adult Dep	\$ 4,500.00	\$ 157.40	\$ 2,219.99	\$ 2,280.01	49.33%
924-924-465002	Library Fines - Junior De	\$ -	\$ -	\$ 11.30	\$ (11.30)	0.00%
	Fines And Forfeitures	\$ 4,500.00	\$ 157.40	\$ 2,231.29	\$ 2,268.71	49.58%
924-924-414905	IPTIP Endowment Interest	\$ -	\$ 1,304.19	\$ 9,460.03	\$ (9,460.03)	0.00%
924-924-490100	Interest Earnings	\$ 3,000.00	\$ 403.39	\$ 3,999.84	\$ (999.84)	133.33%
924-924-490102	Endowment Interest	\$ 9,000.00	\$ 6.19	\$ 122.05	\$ 8,877.95	1.36%
924-924-490111	Interest Earnings Capital	\$ 100.00	\$ 15.11	\$ 95.18	\$ 4.82	95.18%
	Investment Earnings	\$ 12,100.00	\$ 1,728.88	\$ 13,677.10	\$ (1,577.10)	113.03%
924-924-499200	Gifts And Memorials	\$ 10,000.00	\$ 143.00	\$ 9,676.46	\$ 323.54	96.76%
924-924-499800	Miscellaneous Receipts	\$ 3,500.00	\$ 36.79	\$ 1,363.94	\$ 2,136.06	38.97%
924-924-499802	Cash Over/short	\$ -	\$ 5.84	\$ (351.95)	\$ 351.95	0.00%
	Other Revenue	\$ 13,500.00	\$ 185.63	\$ 10,688.45	\$ 2,811.55	79.17%
924-924-511600	Salary: All Personnel	\$ 662,000.00	\$ 73,394.05	\$ 393,753.15	\$ 268,246.85	59.48%
924-924-515500	Vacation Pay	\$ 39,000.00	\$ 3,124.39	\$ 28,186.46	\$ 10,813.54	72.27%
924-924-515600	Holiday Pay	\$ 30,750.00	\$ 4,612.60	\$ 14,934.60	\$ 15,815.40	48.57%
924-924-515800	Sick Pay	\$ 23,250.00	\$ 2,125.16	\$ 11,141.61	\$ 12,108.39	47.92%
924-924-516700	Wellness Programs	\$ 250.00	\$ -	\$ -	\$ 250.00	0.00%
924-924-517000	Oasdi/city Share 6.2%	\$ 47,700.00	\$ 5,073.21	\$ 27,203.04	\$ 20,496.96	57.03%
924-924-517001	Medicare/city Share 1.45%	\$ 11,130.00	\$ 1,186.47	\$ 6,361.94	\$ 4,768.06	57.16%
924-924-517401	IMRF	\$ 66,050.00	\$ 5,047.88	\$ 27,291.79	\$ 38,758.21	41.32%
924-924-518000	Group Insurance	\$ 160,000.00	\$ 8,788.94	\$ 57,201.45	\$ 102,798.55	35.75%
924-924-518300	Workers Comp Insurance	\$ 2,300.00	\$ -	\$ 2,080.00	\$ 220.00	90.43%
	Personnel	\$ 1,042,430.00	\$ 103,352.70	\$ 568,154.04	\$ 474,275.96	54.50%

General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
924-924-520200	Office Supplies	\$ 6,900.00	\$ 45.66	\$ 2,025.94	\$ 4,874.06	29.36%
924-924-520300	Library Supplies	\$ 9,800.00	\$ 310.51	\$ 3,154.77	\$ 6,645.23	32.19%
924-924-520303	Reader-printer - Supplies	\$ -	\$ -	\$ 155.99	\$ (155.99)	0.00%
924-924-520400	Postage	\$ 900.00	\$ 381.39	\$ 1,338.17	\$ (438.17)	148.69%
924-924-520600	Oclc Cataloging	\$ 6,100.00	\$ -	\$ 6,088.97	\$ 11.03	99.82%
924-924-522700	Electronic Resources	\$ 21,000.00	\$ 2,160.24	\$ 13,554.48	\$ 7,445.52	64.55%
924-924-522701	E-Books	\$ 13,000.00	\$ -	\$ 4,000.00	\$ 9,000.00	30.77%
924-924-522702	E-Audiobooks	\$ 11,000.00	\$ -	\$ 3,800.00	\$ 7,200.00	34.55%
924-924-522703	E-Videos	\$ 1,000.00	\$ 500.00	\$ 1,000.00	\$ -	100.00%
924-924-523301	Adult * Books - Fiction	\$ 21,000.00	\$ 1,441.74	\$ 12,556.62	\$ 8,443.38	59.79%
924-924-523302	Children's * Books - Fict	\$ 19,500.00	\$ 469.08	\$ 9,482.77	\$ 10,017.23	48.63%
924-924-523304	Large Print Books	\$ 8,000.00	\$ 545.68	\$ 5,663.34	\$ 2,336.66	70.79%
924-924-523401	Adult * Books - Non-fict	\$ 21,000.00	\$ 869.53	\$ 11,055.76	\$ 9,944.24	52.65%
924-924-523402	Children's * Books - Non-	\$ 10,800.00	\$ 307.31	\$ 4,363.09	\$ 6,436.91	40.40%
924-924-523404	Large Print Books	\$ 300.00	\$ -	\$ 174.67	\$ 125.33	58.22%
924-924-523501	Adult * Periodicals	\$ 4,250.00	\$ -	\$ 1,308.26	\$ 2,941.74	30.78%
924-924-523502	Children's * Periodicals	\$ 600.00	\$ -	\$ 358.01	\$ 241.99	59.67%
924-924-523603	Music CD's	\$ 1,000.00	\$ 67.55	\$ 576.38	\$ 423.62	57.64%
924-924-523700	Video DVD's	\$ 6,000.00	\$ 269.30	\$ 2,107.75	\$ 3,892.25	35.13%
924-924-523701	Adult Audiobooks	\$ 3,000.00	\$ 239.94	\$ 1,575.34	\$ 1,424.66	52.51%
924-924-523702	Children's Audiobooks	\$ 1,500.00	\$ -	\$ 1,286.02	\$ 213.98	85.73%
924-924-523900	Program Supplies	\$ 1,400.00	\$ 166.49	\$ 900.62	\$ 499.38	64.33%
924-924-523901	Adult * Programs	\$ 7,200.00	\$ 609.77	\$ 3,394.99	\$ 3,805.01	47.15%
924-924-523902	Children's * Programs	\$ 19,000.00	\$ 838.82	\$ 8,016.41	\$ 10,983.59	42.19%
924-924-529000	Equipment	\$ 5,100.00	\$ 1,078.00	\$ 3,856.98	\$ 1,243.02	75.63%
	Supplies & Materials	\$ 199,350.00	\$ 10,301.01	\$ 101,795.33	\$ 97,554.67	51.06%
924-924-520302	Copy Machine - Rental And	\$ 10,500.00	\$ 2,541.78	\$ 6,083.89	\$ 4,416.11	57.94%
924-924-534300	Equipment - Repairs And M	\$ 8,500.00	\$ 2,063.51	\$ 23,478.71	\$ (14,978.71)	276.22%
924-924-534600	Building Repairs & Mainte	\$ 33,000.00	\$ 1,368.48	\$ 20,962.06	\$ 12,037.94	63.52%
924-924-538000	Maintenance Agreements	\$ 44,300.00	\$ 2,705.15	\$ 31,240.68	\$ 13,059.32	70.52%
924-924-550101	Electricity	\$ 50,000.00	\$ 1,298.16	\$ 31,025.84	\$ 18,974.16	62.05%
924-924-550102	Water	\$ 6,000.00	\$ 510.45	\$ 3,731.35	\$ 2,268.65	62.19%
924-924-550103	Gas	\$ 18,000.00	\$ 1,366.61	\$ 9,599.20	\$ 8,400.80	53.33%
924-924-550300	Telephone	\$ 3,600.00	\$ 288.16	\$ 1,877.55	\$ 1,722.45	52.15%
924-924-550900	General Insurance	\$ 20,500.00	\$ 1,937.00	\$ 20,270.00	\$ 230.00	98.88%
924-924-551507	Purchases - Newspapers	\$ 3,700.00	\$ -	\$ 2,054.55	\$ 1,645.45	55.53%
924-924-551600	Dues And Subscriptions	\$ 2,100.00	\$ 525.00	\$ 1,072.00	\$ 1,028.00	51.05%
924-924-551900	Lost Books / Ill	\$ 300.00	\$ 12.98	\$ 283.79	\$ 16.21	94.60%
924-924-554206	Conference And Meeting Ex	\$ 3,300.00	\$ 23.65	\$ 1,884.59	\$ 1,415.41	57.11%
924-924-554207	Travel	\$ 2,775.00	\$ 104.65	\$ 569.31	\$ 2,205.69	20.52%
924-924-560100	Auditing Fees	\$ 4,000.00	\$ -	\$ 4,000.00	\$ -	100.00%
924-924-563204	Isp	\$ 4,200.00	\$ 314.99	\$ 2,204.93	\$ 1,995.07	52.50%
924-924-569000	Other Contractual Service	\$ 500.00	\$ -	\$ 120.00	\$ 380.00	24.00%
924-924-599300	Purchases From Gifts	\$ 10,000.00	\$ 749.08	\$ 11,680.98	\$ (1,680.98)	116.81%
924-924-599301	Purchases From Endowment	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
924-924-599801	Computer Software	\$ 3,000.00	\$ 228.37	\$ 2,492.46	\$ 507.54	83.08%
924-924-599803	Literacy Grant Purchases	\$ 1,690.00	\$ 1,951.75	\$ 3,590.00	\$ (1,900.00)	212.43%
	Contractual Services	\$ 234,965.00	\$ 17,989.77	\$ 178,221.89	\$ 56,743.11	75.85%
924-924-598800	Capital Development	\$ 64,000.00	\$ -	\$ 12,929.85	\$ 51,070.15	20.20%
	Capital Outlay	\$ 64,000.00	\$ -	\$ 12,929.85	\$ 51,070.15	20.20%
924-924-566300	Circulation System	\$ 35,000.00	\$ -	\$ 33,501.00	\$ 1,499.00	95.72%
924-924-598300	Per Capita Grant	\$ 46,810.00	\$ 24.98	\$ 32,647.82	\$ 14,162.18	69.75%
924-924-598400	Passport Expense	\$ 2,100.00	\$ 151.01	\$ 1,010.67	\$ 1,089.33	48.13%
924-924-598700	Grant To Friends	\$ 14,000.00	\$ 1,594.45	\$ 8,892.20	\$ 5,107.80	63.52%
924-924-599000	Miscellaneous	\$ 2,000.00	\$ 150.81	\$ 1,150.52	\$ 849.48	57.53%
924-924-599802	Computer Hardware	\$ 5,500.00	\$ 584.14	\$ 5,248.49	\$ 251.51	95.43%



General Ledger

Non General Fund Revenue vs Expense Detail

Period 07 - 07

Fiscal Year 2025

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
	Other Expenditures	\$ 105,410.00	\$ 2,505.39	\$ 82,450.70	\$ 22,959.30	78.22%
924-924-590400	Interest Paid	\$ 140,975.00	\$ -	\$ 407,900.00	\$ (266,925.00)	289.34%
924-924-591000	Bond Principal Retired	\$ 270,000.00	\$ -	\$ -	\$ 270,000.00	0.00%
	Debt Service	\$ 410,975.00	\$ -	\$ 407,900.00	\$ 3,075.00	99.25%
924-924-520100	Transfer to General Fund	\$ 15,000.00	\$ -	\$ 7,500.00	\$ 7,500.00	50.00%
	Transfers To Other Funds	\$ 15,000.00	\$ -	\$ 7,500.00	\$ 7,500.00	50.00%
924	Library	\$ (38,300.00)	\$ (44,308.86)	\$ 557,159.75	\$ (595,459.75)	-1454.73%
Revenue Total		\$ 52,609,514.50	\$ 4,648,970.65	\$ 26,737,284.17	\$ 25,872,230.33	50.82%
Expense Total		\$ 63,540,053.56	\$ 4,453,053.92	\$ 20,549,707.70	\$ 42,990,345.86	32.34%
Grand Total		\$ (10,930,539.06)	\$ 195,916.73	\$ 6,187,576.47	\$ (17,118,115.53)	-0.57%

Accounts Payable

To Be Paid Proof List

User: cmbodine@ci.pekin.il.us
Printed: 01/07/2025 - 2:54PM
Batch: 00005.01.2025 - CMB_2025-01-07_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									
*** 12012024	12/1/2024	317,282.85	0.00	12/01/2024				No	0
695-095-517507 Health Insurance Premium				DEC 2024 - ACTIVE/COBRA - MEDICAL					
*** 12012024	12/1/2024	15,973.56	0.00	12/01/2024				No	0
695-095-517511 Dental Coverage				DEC 2024 - ACTIVE/COBRA - DENTAL					
*** 12012024	12/1/2024	1,498.93	0.00	12/01/2024				No	0
695-095-517506 Vision Coverage				DEC 2024 - ACTIVE/COBRA - VISION					
*** 12012024	12/1/2024	1,928.77	0.00	12/01/2024				No	0
695-095-517504 A D & D Life Premium				DEC 2024 - ACTIVE/COBRA - LIFE					
*** 12012024	12/1/2024	61,467.95	0.00	12/01/2024				No	0
695-095-517515 Health Insurance Prem-Retirees				DEC 2024 - RETIREE - MEDICAL					
*** 12012024	12/1/2024	2,935.38	0.00	12/01/2024				No	0
695-095-517512 Dental Coverage-Retirees				DEC 2024 - RETIREE - DENTAL					
*** 12012024	12/1/2024	275.34	0.00	12/01/2024				No	0
695-095-517513 Vision Coverage Retirees				DEC 2024 - RETIREE - VISION					
*** 12012024	12/1/2024	28.35	0.00	12/01/2024				No	0
695-095-517501 Administration Fees				PLANSOURCE FEE					
*** 12012024	12/1/2024	96.75	0.00	12/01/2024				No	0
695-095-517501 Administration Fees				ACH BILLING FEE					
*** 12012024	12/1/2024	161.25	0.00	12/01/2024				No	0
695-095-517501 Administration Fees				WEX FEE					
*** 12012024	12/1/2024	262.71	0.00	12/01/2024				No	0
695-095-516700 Wellness Program				COMPSYCH LIVES NOT IN PS					
12012024 Total:		401,911.84							
Intergovernmental Personn		401,911.84							

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

Report Total:	401,911.84
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Accounts Payable

To Be Paid Proof List

User: cmbodine@ci.pekin.il.us
Printed: 12/06/2024 - 3:42PM
Batch: 00018.11.2024 - CMB_2024-12-06



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				
AAA Certified Confidential Security Corp									
10891									
110664	10/31/2024	150.80	0.00	12/06/2024				No	0
100-990-569000 Other Contractual Service			SECURE SHREDDING - OCT 2024						
110664 Total:		150.80							
AAA Certified Confidentia		150.80							
All Small Engines N More LLC									
13945									
7079	11/20/2024	330.00	0.00	12/06/2024				No	0
501-501-557200 License And Inspection Fees			INSPECTIONS/CERTIFICATION FOR 5 BUSES						
7079 Total:		330.00							
All Small Engines N More		330.00							
Allegra Print & Imaging									
10016									
70500	8/28/2024	267.00	0.00	12/06/2024				No	0
208-208-597700 Sponsorships			BRIGHT SPOT AWARD SIGNS - MAY/JUN/JUL - 5 EA						
70500 Total:		267.00							
70875	9/5/2024	72.20	0.00	12/06/2024				No	0
208-208-597700 Sponsorships			MARIGOLD AWARD SIGNS, 4 CT						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
70875 Total:		72.20							
70907	9/12/2024	68.75	0.00	12/06/2024				No	0
208-208-597700 Sponsorships			FLAG CONTEST SIGNS, 5 CT						
70907 Total:		68.75							
71166	10/28/2024	55.40	0.00	12/06/2024				No	0
208-208-597700 Sponsorships			ROCKTOBER AWARD SIGNS, 3 CT						
71166 Total:		55.40							
Allegra Print & Imaging To		463.35							
Amazon Capital Services, Inc									
10020									
11N6LH3V9LMY	12/1/2024	14.49	0.00	12/06/2024				No	0
100-761-520200 Office Supplies			ADMIN 2025 PLANNER						
11N6LH3V9LMY Total:		14.49							
11Y3Y3R1D4T7	12/1/2024	7.99	0.00	12/06/2024				No	0
100-766-529000 Equipment			SD CARD - CODE ENFORCEMENT						
11Y3Y3R1D4T7 Total:		7.99							
*** 16MCHDGV7F	12/1/2024	79.99	0.00	12/06/2024				No	0
100-793-587100 Office Equipment & Furniture			LABEL PRINTER						
*** 16MCHDGV7F	12/1/2024	12.49	0.00	12/06/2024				No	0
100-793-520200 Office Supplies			LABEL ROLLS						
16MCHDGV7PJT Total:		92.48							
1GWQ46K999NP	12/1/2024	475.40	0.00	12/06/2024				No	0
100-761-529000 Equipment			INVESTIGATIONS SUPPLIES/PHONE CASE						
1GWQ46K999NP Total:		475.40							
1LLNLCG1FHRY	12/1/2024	53.64	0.00	12/06/2024				No	0
100-761-529000 Equipment			CASE FILE BINDERS						

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	1LLNLG1FHRY Total:	53.64							
1THYVGX471P	12/1/2024	115.00	0.00	12/06/2024				No	0
100-761-520200 Office Supplies				OFFICE SUPPLIES					
	1THYVGX471P Total:	115.00							
*** 1XHQDVPWD	12/1/2024	13.37	0.00	12/06/2024				No	0
100-068-520200 Office Supplies				FILE FOLDERS, 100 CT					
*** 1XHQDVPWD	12/1/2024	9.95	0.00	12/06/2024				No	0
100-068-520200 Office Supplies				COUNTERFEIT PENS					
	1XHQDVPWDWXL Tota	23.32							
1XRRJD91FJJ6	12/1/2024	89.99	0.00	12/06/2024				No	0
100-761-592604 Emergency Services Team				DRONE EQUIPMENT					
	1XRRJD91FJJ6 Total:	89.99							
*** 1YVM9DFW1	12/1/2024	155.92	0.00	12/06/2024				No	0
100-761-599000 Miscellaneous				CHRISTMAS DECORATIONS					
*** 1YVM9DFW1	12/1/2024	23.99	0.00	12/06/2024				No	0
100-761-520200 Office Supplies				TONER CARTRIDGE					
	1YVM9DFW1X1M Total:	179.91							
	Amazon Capital Services, I	1,052.22							
Ameren Illinois 10021									
*** 1720124012	11/20/2024	175.66	0.00	12/06/2024				No	0
100-068-550100 Utilities				FIRE STATION #1 SHED - 10/16-11/17/24					
	1720124012 Total:	175.66							
*** 2349029006	11/15/2024	1,110.00	0.00	12/06/2024				No	0
231-030-550100 Utilities				SERVICE @ LIFT STATIONS - 09/18-11/11/24					
	2349029006 Total:	1,110.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
*** 3955025012	11/22/2024	45.99	0.00	12/06/2024				No	0
100-032-550500 Electricity For Street Li				1703 REMINGTON RD - 10/20-11/19/24					
3955025012 Total:		45.99							
*** 4984141001	11/20/2024	85.50	0.00	12/06/2024				No	0
100-032-550600 Electricity For Signal Li				COURT & ENTRANCE TRF SIGNAL - 10/16-11/17/24					
4984141001 Total:		85.50							
*** 8288305023	11/19/2024	67.23	0.00	12/06/2024				No	0
100-068-550100 Utilities				POCKET PARK - 10/15-11/14/24					
8288305023 Total:		67.23							
Ameren Illinois Total:		1,484.38							
Atlas Supply Company 10038 40519	11/20/2024	79.99	0.00	12/06/2024				No	0
501-501-522400 General Supplies				CLEANING SUPPLIES - BUS DEPT					
40519 Total:		79.99							
Atlas Supply Company To		79.99							
Brightspeed Communications, LLC 10111	11/10/2024	58.48	0.00	12/06/2024				No	0
*** 304022613				LINE @ WWTP - 11/10-12/09/24					
100-009-550300 Telephone									
304022613 Total:		58.48							
*** 304027612	11/13/2024	95.88	0.00	12/06/2024				No	0
100-009-550300 Telephone				2-WIRE PAGER LINE - 10/13-11/12/24					
304027612 Total:		95.88							
*** 304062244	10/25/2024	34.99	0.00	12/06/2024				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		
100-009-550300 Telephone					2-WIRE PAGER LINE - 10/25-11/24/24				
304062244 Total:		34.99							
Brightspeed Communicatio		189.35							
Britton Electronics & Automation, Inc 10083									
2250319	11/25/2024	764.50	0.00	12/06/2024				No	0
231-030-534400 Equipment Repairs					REPAIRS @ 14TH ST LIFT STATION				
2250319 Total:		764.50							
Britton Electronics & Auto		764.50							
Cat Financial Services Corporation 10104									
*** 36218183	11/25/2024	199.35	0.00	12/06/2024				No	0
100-032-590400 Interest Paid					LTO BACKHOE LOADER - INTEREST - DEC 2024				
*** 36218183	11/25/2024	1,306.38	0.00	12/06/2024				No	0
100-032-587000 Machinery & Equipment					LTO BACKHOE LOADER - PRINCIPAL - DEC 2024				
36218183 Total:		1,505.73							
Cat Financial Services Corp		1,505.73							
Comcast Business Communications, LLC 14903									
*** 203130001183	11/2/2024	109.45	0.00	12/06/2024				No	0
100-009-538000 Maintenance Agreements					CABLE BOXES FOR VARIOUS SITES - 11/08-12/07/24				
203130001183 Total:		109.45							
Comcast Business Commu		109.45							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
Eaton, Joshua 14660									
EXPENSE-1124	12/2/2024	95.00	0.00	12/06/2024				No	0
100-761-519000 Training And Education					RAPID DEPLOYMENT - 11/18-11/22/24 - PER DIEM				
	EXPENSE-1124 Total:	95.00							
	Eaton, Joshua Total:	95.00							
Foster, Lori 14947									
EXPENSE-1124	11/27/2024	10.10	0.00	12/06/2024				No	0
501-501-554200 Meals/Lodging					BOYS BB MIDWEST - TRIP 16039 - 11/21/24				
	EXPENSE-1124 Total:	10.10							
	Foster, Lori Total:	10.10							
Foster's Inc 11894									
30244618	11/21/2024	79.78	0.00	12/06/2024				No	0
100-032-522400 General Supplies					EROSION CONTROL BLANKET FOR LAWN REPAIR				
	30244618 Total:	79.78							
30244623	11/26/2024	39.89	0.00	12/06/2024				No	0
100-032-522400 General Supplies					EROSION CONTROL BLANKET FOR LAWN REPAIR				
	30244623 Total:	39.89							
	Foster's Inc Total:	119.67							
GFI Digital 13867									
*** 2998636	10/18/2024	514.98	0.00	12/06/2024				No	0
100-001-538000 Maintenance Agreements					COPIER - ADMINISTRATION - 09/09-10/08/24				
*** 2998636	10/18/2024	338.30	0.00	12/06/2024				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				
501-501-538000 Maintenance Agreements					COPIER - BUS DEPT - 09/09-10/08/24				
*** 2998636	10/18/2024	116.44	0.00	12/06/2024				No	0
100-034-538000 Maintenance Agreements					COPIER - FIRE DEPT - 09/09-10/08/24				
*** 2998636	10/18/2024	82.76	0.00	12/06/2024				No	0
100-005-538000 Maintenance Agreements					COPIER - HUMAN RESOURCES - 09/09-10/08/24				
*** 2998636	10/18/2024	1,500.35	0.00	12/06/2024				No	0
100-009-538000 Maintenance Agreements					COPIER - IT OFFICE - 09/09-10/08/24				
*** 2998636	10/18/2024	146.84	0.00	12/06/2024				No	0
100-763-538000 Maintenance Agreements					COPIER - PPD ADMIN - 09/09-10/08/24				
*** 2998636	10/18/2024	19.50	0.00	12/06/2024				No	0
100-763-538000 Maintenance Agreements					COPIER - PPD EVIDENCE - 09/09-10/08/24				
*** 2998636	10/18/2024	137.71	0.00	12/06/2024				No	0
100-763-538000 Maintenance Agreements					COPIER - PPD INVESTIGATIONS - 09/09-10/08/24				
*** 2998636	10/18/2024	78.82	0.00	12/06/2024				No	0
100-761-538000 Maintenance Agreements					COPIER - PPD LIEUTENANT - 09/09-10/08/24				
*** 2998636	10/18/2024	7.54	0.00	12/06/2024				No	0
100-761-538000 Maintenance Agreements					COPIER - PPD PATROL - 09/09-10/08/24				
*** 2998636	10/18/2024	352.00	0.00	12/06/2024				No	0
100-764-538000 Maintenance Agreements					COPIER - PPD RECORDS - 09/09-10/08/24				
*** 2998636	10/18/2024	25.69	0.00	12/06/2024				No	0
100-761-538000 Maintenance Agreements					COPIER - PPD SERGEANT - 09/09-10/08/24				
*** 2998636	10/18/2024	94.59	0.00	12/06/2024				No	0
100-032-538000 Maintenance Agreements					COPIER - STREET DEPT - 09/09-10/08/24				
*** 2998636	10/18/2024	567.03	0.00	12/06/2024				No	0
100-990-538000 Maintenance Agreements					COPIER - 2ND FL WORK ROOM - 09/09-10/08/24				
2998636 Total:		3,982.55							
GFI Digital Total:		3,982.55							
GFL Environmental									
14249									
P60005204162	11/15/2024	28,265.69	0.00	12/06/2024				No	0
223-023-566500 Landfill Expense					LANDFILL FEES - 11/01-11/15/24				
P60005204162 Total:		28,265.69							
P90005200677	11/30/2024	2,067.38	0.00	12/06/2024				No	0
223-026-566502 Recycling Expense					CURBSIDE RC FEES - 11/18-11/30/24				

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	P90005200677 Total:	2,067.38							
	GFL Environmental Total:	30,333.07							
Grainger 10235									
1498507829CR	12/2/2024	619.60	0.00	12/06/2024				No	0
100-068-534200 Buildings And Grounds Rep					DUPLICATE CREDIT ERROR (CHKS 161329 & 162474)				
	1498507829CR Total:	619.60							
	Grainger Total:	619.60							
This is to reimburse the vendor for a credit memo we processed twice in error. Grainger issued us a credit of (\$619.60), and we applied it first on check 161329 and again on check 162474. This payment corrects that duplication. CMB 2025-01-10									
Guerra, Dominick 15084									
EXPENSE-1124	12/2/2024	95.00	0.00	12/06/2024				No	0
100-761-519000 Training And Education					RAPID DEPLOYMENT - 11/18-11/22/24 - PER DIEM				
	EXPENSE-1124 Total:	95.00							
	Guerra, Dominick Total:	95.00							
Gutters by Tunyuck 14510									
925952	11/9/2024	450.00	0.00	12/06/2024				No	0
100-766-534200 Building & Grounds Repair					MONTHLY MOWS - 11/04-11/09/24				
	925952 Total:	450.00							
935947	11/2/2024	600.00	0.00	12/06/2024				No	0
100-766-534200 Building & Grounds Repair					MONTHLY MOWS - 10/28/24, 11/02/24				
	935947 Total:	600.00							
935948	11/8/2024	930.00	0.00	12/06/2024				No	0
100-766-536100 Property Cleanup Fees					BOARD-UP @ 201 COOPER ST - 11/08/24				

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
935948 Total:		930.00							
935949	11/9/2024	625.00	0.00	12/06/2024				No	0
100-766-534200 Building & Grounds Repair			MONTHLY MOWS - 11/04-11/09/24						
935949 Total:		625.00							
Gutters by Tunyuck Total:		2,605.00							
Heart Technologies, Inc									
12949									
*** 37783687	10/31/2024	5,541.82	0.00	12/06/2024				No	0
100-009-550300 Telephone			PHONE LEASE						
*** 37783687	10/31/2024	26.00	0.00	12/06/2024				No	0
100-009-550300 Telephone			LATE CHARGES FOR 09/29/24						
*** 37783687	10/31/2024	26.00	0.00	12/06/2024				No	0
100-009-550300 Telephone			LATE CHARGES FOR 10/29/24						
37783687 Total:		5,593.82							
Heart Technologies, Inc To		5,593.82							
Herr Petroleum Corporation									
12712									
*** D42553	11/26/2024	15,440.94	0.00	12/06/2024				No	0
699-000-160100 Fuel Inventory			DIESEL - 5000 GAL @ 3.09/GAL						
*** D42553	11/26/2024	5,135.71	0.00	12/06/2024				No	0
699-000-160100 Fuel Inventory			REG N/L - 2001 GAL @ 2.57/GAL						
D42553 Total:		20,576.65							
Herr Petroleum Corporatio		20,576.65							
Hugh Saxe Enterprises, Inc									
14364									
1007029	11/25/2024	125.00	0.00	12/06/2024				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				
100-068-538000 Maintenance Agreements					WATER SOFTENER RENTAL - 12/01-12/31/24				
1007029 Total:		125.00							
Hugh Saxe Enterprises, Inc		125.00							
Illinois American Water Company 10291									
*** 210000995141	11/19/2024	96.48	0.00	12/06/2024				No	0
100-068-550100 Utilities					FIRE STATION #1 - 10/15-11/15/24				
210000995141 Total:		96.48							
*** 210001081816	11/19/2024	21.28	0.00	12/06/2024				No	0
100-068-550100 Utilities					MARGARET ST YD HYDRANT - 10/15-11/15/24				
210001081816 Total:		21.28							
*** 210001269890	11/18/2024	18.54	0.00	12/06/2024				No	0
100-068-550100 Utilities					2ND ST YD HYDRANT - 10/16-11/15/24				
210001269890 Total:		18.54							
*** 210001655200	11/19/2024	27.23	0.00	12/06/2024				No	0
100-068-550100 Utilities					608 S FRONT ST - 10/15-11/15/24				
210001655200 Total:		27.23							
*** 210002094969	11/18/2024	24.97	0.00	12/06/2024				No	0
100-068-550100 Utilities					STATE ST LIFT STATION - 10/15-11/15/24				
210002094969 Total:		24.97							
*** 210002243143	11/18/2024	24.97	0.00	12/06/2024				No	0
100-068-550100 Utilities					2500 S 2ND ST - 10/16-11/15/24				
210002243143 Total:		24.97							
*** 210002282773	11/19/2024	218.08	0.00	12/06/2024				No	0
100-068-550100 Utilities					CITY HALL - 10/15-11/15/24				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number			Description			Reference			
	210002282773 Total:	218.08							
*** 210002365869	11/18/2024	18.54	0.00	12/06/2024				No	0
100-068-550100 Utilities					7TH ST YD HYDRANT - 10/15-11/15/24				
	210002365869 Total:	18.54							
*** 210004789874	11/19/2024	203.01	0.00	12/06/2024				No	0
100-068-550100 Utilities					606 S FRONT ST SEWER - 10/15-11/15/24				
	210004789874 Total:	203.01							
*** 220000296568	11/19/2024	29.08	0.00	12/06/2024				No	0
100-068-550100 Utilities					FRONT ST REST AREA - 10/15-11/15/24				
	220000296568 Total:	29.08							
*** 220038853805	11/19/2024	30.94	0.00	12/06/2024				No	0
100-068-550100 Utilities					FIRE STATION #1 SHED - 10/15-11/15/24				
	220038853805 Total:	30.94							
*** 220040749688	11/19/2024	48.53	0.00	12/06/2024				No	0
100-068-550100 Utilities					311 BROADWAY ST - 10/15-11/15/24				
	220040749688 Total:	48.53							
	Illinois American Water Co	761.65							
Illinois City/County Management Association 10952									
5728	11/26/2024	50.00	0.00	12/06/2024				No	0
100-005-551000 Printing And Publications					PUBLIC WORKS RECRUITING				
	5728 Total:	50.00							
	Illinois City/County Mana	50.00							

Illinois Public Works Mutual Aid Network

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
11320									
2996	12/3/2024	250.00	0.00	12/06/2024				No	0
100-032-551600 Dues And Subscriptions					IPWMAN MEMBERSHIP - 01/01/25 THRU 12/31/25				
2996 Total:		250.00							
Illinois Public Works Mutu		250.00							
IT360, Inc									
12267									
42259	5/1/2024	100.00	0.00	12/06/2024				No	0
100-009-519000 Training And Education					SECURITY AWARENESS TRAINING - MAY 2024				
42259 Total:		100.00							
IT360, Inc Total:		100.00							
J.W. Lawn Service LLC									
14521									
12012024A	12/1/2024	950.00	0.00	12/06/2024				No	0
100-068-534200 Buildings And Grounds Rep					DIST 3 - MOWING - NOV 2024				
12012024A Total:		950.00							
12012024B	12/1/2024	2,125.00	0.00	12/06/2024				No	0
100-068-534200 Buildings And Grounds Rep					DIST 7 - MOWING - NOV 2024				
12012024B Total:		2,125.00							
12012024C	12/1/2024	5,450.00	0.00	12/06/2024				No	0
100-068-534200 Buildings And Grounds Rep					DIST 8 - MOWING - NOV 2024				
12012024C Total:		5,450.00							
J.W. Lawn Service LLC To		8,525.00							
Jolly, Don									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
10844									
EXPENSE-1224	12/2/2024	38.00	0.00	12/06/2024				No	0
100-763-519000 Training And Education					ALICE INSTRUCTOR - 12/16-12/17/24 - PER DIEM				
	EXPENSE-1224 Total:	38.00							
	Jolly, Don Total:	38.00							
Key Equipment & Supply Company									
10353									
STL207876	11/22/2024	244.52	0.00	12/06/2024				No	0
231-033-534000 Automotive Expense					HUB NUT/WASHER FOR PELICAN				
	STL207876 Total:	244.52							
	Key Equipment & Supply	244.52							
Koenig Body & Equipment, Inc									
10359									
97083	12/3/2024	1,035.89	0.00	12/06/2024				No	0
100-032-534000 Automotive Expense					CUTTING EDGE/BLADE MARKERS/WORK LIGHT				
	97083 Total:	1,035.89							
	Koenig Body & Equipment	1,035.89							
Kramer, Alina									
14995									
EXPENSE-0624A	12/3/2024	18.50	0.00	12/06/2024				No	0
695-095-516700 Wellness Program					GYM MEMBERSHIP - JUN 2024				
	EXPENSE-0624A Total:	18.50							
EXPENSE-0624B	12/3/2024	15.00	0.00	12/06/2024				No	0
695-095-516700 Wellness Program					GYM MEMBERSHIP - JUN 2024 - DEPENDENT				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	EXPENSE-0624B Total:	15.00							
EXPENSE-0724A	12/3/2024	18.50	0.00	12/06/2024				No	0
695-095-516700 Wellness Program					GYM MEMBERSHIP - JUL 2024				
	EXPENSE-0724A Total:	18.50							
EXPENSE-0724B	12/3/2024	15.00	0.00	12/06/2024				No	0
695-095-516700 Wellness Program					GYM MEMBERSHIP - JUL 2024 - DEPENDENT				
	EXPENSE-0724B Total:	15.00							
EXPENSE-0824A	12/3/2024	20.00	0.00	12/06/2024				No	0
695-095-516700 Wellness Program					GYM MEMBERSHIP - AUG 2024				
	EXPENSE-0824A Total:	20.00							
EXPENSE-0824B	12/3/2024	15.00	0.00	12/06/2024				No	0
695-095-516700 Wellness Program					GYM MEMBERSHIP - AUG 2024 - DEPENDENT				
	EXPENSE-0824B Total:	15.00							
EXPENSE-0924A	12/3/2024	20.00	0.00	12/06/2024				No	0
695-095-516700 Wellness Program					GYM MEMBERSHIP - SEP 2024				
	EXPENSE-0924A Total:	20.00							
EXPENSE-0924B	12/3/2024	15.00	0.00	12/06/2024				No	0
695-095-516700 Wellness Program					GYM MEMBERSHIP - SEP 2024 - DEPENDENT				
	EXPENSE-0924B Total:	15.00							
EXPENSE-1024A	12/3/2024	20.00	0.00	12/06/2024				No	0
695-095-516700 Wellness Program					GYM MEMBERSHIP - OCT 2024				
	EXPENSE-1024A Total:	20.00							
EXPENSE-1024B	12/3/2024	15.00	0.00	12/06/2024				No	0
695-095-516700 Wellness Program					GYM MEMBERSHIP - OCT 2024 - DEPENDENT				
	EXPENSE-1024B Total:	15.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
EXPENSE-1124A	12/3/2024	20.00	0.00	12/06/2024				No	0
695-095-516700 Wellness Program					GYM MEMBERSHIP - NOV 2024				
EXPENSE-1124A Total:		20.00							
EXPENSE-1124B	12/3/2024	15.00	0.00	12/06/2024				No	0
695-095-516700 Wellness Program					GYM MEMBERSHIP - NOV 2024 - DEPENDENT				
EXPENSE-1124B Total:		15.00							
Kramer, Alina Total:		207.00							
LHF Compost Inc 11829									
1711867	11/22/2024	3,071.96	0.00	12/06/2024				No	0
223-025-566501 Compost Site Expense					YW FEE - 11/18-11/22/24				
1711867 Total:		3,071.96							
1711872	11/30/2024	2,294.70	0.00	12/06/2024				No	0
223-025-566501 Compost Site Expense					YW FEE - 11/25-11/30/24				
1711872 Total:		2,294.70							
LHF Compost Inc Total:		5,366.66							
Linden Co 10381									
26028	11/21/2024	13,686.00	0.00	12/06/2024				No	0
231-030-529000 Equipment					SUBMERSIBLE PUMP @ HICKORY HILLS LIFT STN				
26028 Total:		13,686.00							
Linden Co Total:		13,686.00							
Marien, Charles 14857									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
EXPENSE-1124	11/27/2024	24.24	0.00	12/06/2024				No	0
501-501-554200 Meals/Lodging				EDISON BAND - TRIP 16027 - 11/23/24					
EXPENSE-1124 Total:		24.24							
Marien, Charles Total:		24.24							
Menards									
10414									
89079	10/15/2024	5.97	0.00	12/06/2024				No	0
100-032-522400 General Supplies				IMPACT BIT FOR SHOP					
89079 Total:		5.97							
89822	10/24/2024	14.20	0.00	12/06/2024				No	0
100-032-522400 General Supplies				STUD FOR SIDEWALK					
89822 Total:		14.20							
91200	11/12/2024	12.98	0.00	12/06/2024				No	0
100-032-522400 General Supplies				STRAW FOR LAWN REPAIR					
91200 Total:		12.98							
91704	11/19/2024	42.85	0.00	12/06/2024				No	0
100-068-534200 Buildings And Grounds Rep				CUT-OFF WHEELS					
91704 Total:		42.85							
91723	11/19/2024	101.57	0.00	12/06/2024				No	0
231-033-522400 General Supplies				WOODEN STAKES FOR CEMENT FORMS					
91723 Total:		101.57							
91827	11/20/2024	14.99	0.00	12/06/2024				No	0
100-032-522400 General Supplies				SQUEEGEE FOR CONCRETE GRINDER					
91827 Total:		14.99							
91889	11/21/2024	7.29	0.00	12/06/2024				No	0
100-068-534200 Buildings And Grounds Rep				TAPCONS					

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
91889 Total:		7.29							
91909	11/21/2024	99.90	0.00	12/06/2024				No	0
100-068-536300 Snow Removal - Salt			ICE MELT						
91909 Total:		99.90							
92298	11/27/2024	27.36	0.00	12/06/2024				No	0
231-031-534400 Equipment Repairs			REPAIRS TO #2 RETURN PUMP						
92298 Total:		27.36							
Menards Total:		327.11							
Middle America Government Consulting, Inc									
15230									
*** 3017A	12/2/2024	61.99	0.00	12/06/2024				No	0
525-525-569000 Other Contractual Service			FINANCE TEMP - 11/17-11/30/24						
*** 3017A	12/2/2024	61.99	0.00	12/06/2024				No	0
208-208-569000 Other Contractual Service			FINANCE TEMP - 11/17-11/30/24						
*** 3017A	12/2/2024	247.94	0.00	12/06/2024				No	0
270-270-569000 Other Contractual Service			FINANCE TEMP - 11/17-11/30/24						
*** 3017A	12/2/2024	247.94	0.00	12/06/2024				No	0
273-273-569000 Other Contractual Service			FINANCE TEMP - 11/17-11/30/24						
*** 3017A	12/2/2024	247.94	0.00	12/06/2024				No	0
275-275-569000 Other Contractual Service			FINANCE TEMP - 11/17-11/30/24						
*** 3017A	12/2/2024	309.93	0.00	12/06/2024				No	0
277-277-569000 Other Contractual Services			FINANCE TEMP - 11/17-11/30/24						
*** 3017A	12/2/2024	61.99	0.00	12/06/2024				No	0
570-570-569000 Other Contractual Service			FINANCE TEMP - 11/17-11/30/24						
*** 3017A	12/2/2024	309.93	0.00	12/06/2024				No	0
501-501-569000 Other Contractual Service			FINANCE TEMP - 11/17-11/30/24						
*** 3017A	12/2/2024	929.78	0.00	12/06/2024				No	0
231-029-569000 Other Contractual Service			FINANCE TEMP - 11/17-11/30/24						
*** 3017A	12/2/2024	929.78	0.00	12/06/2024				No	0
223-023-569000 Other Contractual Service			FINANCE TEMP - 11/17-11/30/24						
*** 3017A	12/2/2024	2,789.29	0.00	12/06/2024				No	0
100-006-569000 Other Contractual Service			FINANCE TEMP - 11/17-11/30/24						

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
3017A Total:		6,198.50							
*** 3017B	12/2/2024	4.15	0.00	12/06/2024				No	0
525-525-569000 Other Contractual Service				LODGING - 11/18-11/21/24					
*** 3017B	12/2/2024	4.15	0.00	12/06/2024				No	0
208-208-569000 Other Contractual Service				LODGING - 11/18-11/21/24					
*** 3017B	12/2/2024	16.62	0.00	12/06/2024				No	0
270-270-569000 Other Contractual Service				LODGING - 11/18-11/21/24					
*** 3017B	12/2/2024	16.62	0.00	12/06/2024				No	0
273-273-569000 Other Contractual Service				LODGING - 11/18-11/21/24					
*** 3017B	12/2/2024	16.62	0.00	12/06/2024				No	0
275-275-569000 Other Contractual Service				LODGING - 11/18-11/21/24					
*** 3017B	12/2/2024	20.77	0.00	12/06/2024				No	0
277-277-569000 Other Contractual Services				LODGING - 11/18-11/21/24					
*** 3017B	12/2/2024	4.15	0.00	12/06/2024				No	0
570-570-569000 Other Contractual Service				LODGING - 11/18-11/21/24					
*** 3017B	12/2/2024	20.77	0.00	12/06/2024				No	0
501-501-569000 Other Contractual Service				LODGING - 11/18-11/21/24					
*** 3017B	12/2/2024	62.32	0.00	12/06/2024				No	0
231-029-569000 Other Contractual Service				LODGING - 11/18-11/21/24					
*** 3017B	12/2/2024	62.32	0.00	12/06/2024				No	0
223-023-569000 Other Contractual Service				LODGING - 11/18-11/21/24					
*** 3017B	12/2/2024	186.95	0.00	12/06/2024				No	0
100-006-569000 Other Contractual Service				LODGING - 11/18-11/21/24					
3017B Total:		415.44							
*** 3017C	12/2/2024	2.04	0.00	12/06/2024				No	0
525-525-569000 Other Contractual Service				MILEAGE - 11/18/24, 11/21/24					
*** 3017C	12/2/2024	2.04	0.00	12/06/2024				No	0
208-208-569000 Other Contractual Service				MILEAGE - 11/18/24, 11/21/24					
*** 3017C	12/2/2024	8.15	0.00	12/06/2024				No	0
270-270-569000 Other Contractual Service				MILEAGE - 11/18/24, 11/21/24					
*** 3017C	12/2/2024	8.15	0.00	12/06/2024				No	0
273-273-569000 Other Contractual Service				MILEAGE - 11/18/24, 11/21/24					
*** 3017C	12/2/2024	8.15	0.00	12/06/2024				No	0
275-275-569000 Other Contractual Service				MILEAGE - 11/18/24, 11/21/24					
*** 3017C	12/2/2024	10.18	0.00	12/06/2024				No	0
277-277-569000 Other Contractual Services				MILEAGE - 11/18/24, 11/21/24					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
*** 3017C	12/2/2024	2.04	0.00	12/06/2024				No	0
570-570-569000 Other Contractual Service					MILEAGE - 11/18/24, 11/21/24				
*** 3017C	12/2/2024	10.18	0.00	12/06/2024				No	0
501-501-569000 Other Contractual Service					MILEAGE - 11/18/24, 11/21/24				
*** 3017C	12/2/2024	30.55	0.00	12/06/2024				No	0
231-029-569000 Other Contractual Service					MILEAGE - 11/18/24, 11/21/24				
*** 3017C	12/2/2024	30.55	0.00	12/06/2024				No	0
223-023-569000 Other Contractual Service					MILEAGE - 11/18/24, 11/21/24				
*** 3017C	12/2/2024	91.65	0.00	12/06/2024				No	0
100-006-569000 Other Contractual Service					MILEAGE - 11/18/24, 11/21/24				
3017C Total:		203.68							
Middle America Governme		6,817.62							
Missouri Network Alliance, LLC									
14626									
69661	11/1/2024	5,930.40	0.00	12/06/2024				No	0
100-009-550300 Telephone					FIBER @ AIRPORT/CSO/CITY HALL - NOV 2024				
69661 Total:		5,930.40							
Missouri Network Alliance		5,930.40							
NAPA Auto Parts									
10441									
592093	11/25/2024	66.27	0.00	12/06/2024				No	0
100-032-534000 Automotive Expense					EXTRA LAMP/GROMMET FOR STREET TRUCK				
592093 Total:		66.27							
592660	12/3/2024	22.98	0.00	12/06/2024				No	0
100-032-534000 Automotive Expense					EXTRA LIGHTS FOR TRUCKS				
592660 Total:		22.98							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
	NAPA Auto Parts Total:	89.25							
Pearl Technology, LLC 10475									
93345	10/21/2024	1,150.00	0.00	12/06/2024				No	0
100-761-569000 Other Contractual Service			EQUIPMENT REPAIR - EOC						
93345 Total:		1,150.00							
Pearl Technology, LLC Tot		1,150.00							
Polydyne Inc 15310									
1882497	11/20/2024	7,590.00	0.00	12/06/2024				No	0
231-031-522400 General Supplies			POLYMER						
1882497 Total:		7,590.00							
Polydyne Inc Total:		7,590.00							
Ray O'Herron Co, Inc 10539									
2377554	11/15/2024	168.07	0.00	12/06/2024				No	0
100-761-529000 Equipment			TRANSPORT HOODS - PATROL						
2377554 Total:		168.07							
Ray O'Herron Co, Inc Tota		168.07							
Roanoke Concrete Products Co 10553									
255913	11/20/2024	1,199.00	0.00	12/06/2024				No	0
231-033-564100 Drainage Improvements			4000# CONCRETE WHITE ROCK FOR CB REPAIRS						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
255913 Total:		1,199.00							
256215	11/26/2024	2,714.50	0.00	12/06/2024				No	0
231-030-564000 Sewer Maintenance/Improvements			FLOWABLE FOR SEWER REPAIR @ 1019 AUGUSTA						
256215 Total:		2,714.50							
Roanoke Concrete Product		3,913.50							
Rush Truck Centers of Illinois, Inc 12346									
3034756250	10/27/2023	-335.16	0.00	12/06/2024				No	0
223-023-534000 Automotive Expense			CORE CREDIT - ORIG INVOICE 3030826851						
3034756250 Total:		-335.16							
3035076590	11/24/2023	-95.76	0.00	12/06/2024				No	0
223-023-534000 Automotive Expense			CORE CREDIT - ORIG INVOICE 3030826851						
3035076590 Total:		-95.76							
3038285062	8/7/2024	-191.52	0.00	12/06/2024				No	0
100-032-534000 Automotive Expense			CORE CREDIT - ORIG INVOICE 3037917605						
3038285062 Total:		-191.52							
Rush Truck Centers of Illin		-622.44							
Schwartz Electric 10579									
19100	11/22/2024	2,012.50	0.00	12/06/2024				No	0
100-032-569000 Other Contractual Service			JULIE LOCATES - 11/06-11/19/24						
19100 Total:		2,012.50							
19101	11/22/2024	651.70	0.00	12/06/2024				No	0
100-068-534200 Buildings And Grounds Rep			AERATOR MAINTENANCE @ INDUSTRIAL PARK						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	19101 Total:	651.70							
19102	11/22/2024	404.17	0.00	12/06/2024				No	0
100-068-534200	Buildings And Grounds Rep			EXIT LIGHT REPLACEMENT @ 9-1-1 CENTER					
	19102 Total:	404.17							
19103	11/22/2024	472.50	0.00	12/06/2024				No	0
100-032-534400	Equipment Repairs			INSTALL LED FIXTURE @ CAPITOL & MARGARET					
	19103 Total:	472.50							
	Schwartz Electric Total:	3,540.87							
Smith, Mark									
10607									
EXPENSE-1224	12/2/2024	38.00	0.00	12/06/2024				No	0
100-763-519000	Training And Education			ALICE INSTRUCTOR - 12/16-12/17/24 - PER DIEM					
	EXPENSE-1224 Total:	38.00							
	Smith, Mark Total:	38.00							
Stevens, Noah									
15033									
EXPENSE-1224	12/2/2024	95.00	0.00	12/06/2024				No	0
100-761-519000	Training And Education			CRISIS INTERVENTION - 12/16-12/20/24 - PER DIEM					
	EXPENSE-1224 Total:	95.00							
	Stevens, Noah Total:	95.00							
Supreme Radio Communications, Inc									
12353									
189163	11/15/2024	802.33	0.00	12/06/2024				No	0
100-761-555000	Radio Expense			RADIO INSTALLS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
189163 Total:		802.33							
Supreme Radio Communica		802.33							
Tazewell County Asphalt Co Inc 11264									
20110015329	11/15/2024	1,249.36	0.00	12/06/2024				No	0
100-032-535000 Material And Hauling					BITUMINOUS SURFACE FOR STREET REPAIR				
20110015329 Total:		1,249.36							
Tazewell County Asphalt C		1,249.36							
Tazewell County Recorder 11172									
12022024	12/2/2024	69.00	0.00	12/06/2024	2023-Amin	expense		No	0
261-318-511000 Rehab Activity & Delivery					FILE 1 RELEASE OF MORTGAGE				
12022024 Total:		69.00							
Tazewell County Recorder		69.00							
Topless Tree Service 14332									
3229	11/15/2024	2,450.00	0.00	12/06/2024				No	0
100-032-536000 Tree Removal / Replacemen					EMERGENCY TREE REMOVAL @ 410 WALNUT ST				
3229 Total:		2,450.00							
Topless Tree Service Total:		2,450.00							
Udry Jewelers 10667									
95743	11/18/2024	236.00	0.00	12/06/2024				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
100-005-597900 Employee Recognition					RETIREMENT GIFT - BUS DEPT				
95743 Total:		236.00							
Udry Jewelers Total:		236.00							
UniFirst First Aid & Safety 10749									
A131181	11/21/2024	184.51	0.00	12/06/2024				No	0
501-501-559000 Medical Expense/supplies					REPLENISH FIRST AID CABINET @ BUS DEPT				
A131181 Total:		184.51							
UniFirst First Aid & Safety		184.51							
Verizon 14122									
9977059976	10/23/2024	123.28	0.00	12/06/2024				No	0
100-009-550300 Telephone					#642002075-01 - PPD SPECIAL SVC - 09/24-10/23/24				
9977059976 Total:		123.28							
9977059978	10/23/2024	801.52	0.00	12/06/2024				No	0
100-009-550300 Telephone					#642002075-03 - FIRE DEPT CELL - 09/24-10/23/24				
9977059978 Total:		801.52							
9977891997	11/3/2024	9,535.16	0.00	12/06/2024				No	0
100-009-550300 Telephone					#885304921-01 - CH CELL/PRK CAM - 10/04-11/03/24				
9977891997 Total:		9,535.16							
9977891998	11/3/2024	1,297.03	0.00	12/06/2024				No	0
100-009-550300 Telephone					#885304921-02 - FIRE DATA - 10/04-11/03/24				
9977891998 Total:		1,297.03							
9977891999	11/3/2024	3,520.50	0.00	12/06/2024				No	0
100-009-550300 Telephone					#885304921-05 - POLICE CELLULAR - 10/04-11/03/24				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
9977891999 Total:		3,520.50							
Verizon Total:		15,277.49							
Watts, Hope									
15111									
*** EXPENSE-122	12/2/2024	95.00	0.00	12/06/2024				No	0
100-761-519000 Training And Education			CRISIS INTERVENTION - 12/16-12/20/24 - PER DIEM						
EXPENSE-1224 Total:		95.00							
Watts, Hope Total:		95.00							
Wileman, Michael									
15081									
*** 12022024	12/2/2024	500.00	0.00	12/06/2024				No	0
208-208-598505 Special Events			CHRISTMAS ON COURT SANTA SERVICES - 12/06/24						
*** 12022024	12/2/2024	200.00	0.00	12/06/2024				No	0
208-208-598505 Special Events			CHRISTMAS ON COURT SANTA SERVICES - 12/10/24						
*** 12022024	12/2/2024	200.00	0.00	12/06/2024				No	0
208-208-598505 Special Events			CHRISTMAS ON COURT SANTA SERVICES - 12/17/24						
12022024 Total:		900.00							
Wileman, Michael Total:		900.00							
Zimmerman, Brian									
10725									
EXPENSE-1224	12/2/2024	95.00	0.00	12/06/2024				No	0
100-761-519000 Training And Education			CRISIS INTERVENTION - 12/16-12/20/24 - PER DIEM						
EXPENSE-1224 Total:		95.00							
Zimmerman, Brian Total:		95.00							

Accounts Payable

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User: cmbodine@ci.pekin.il.us
Printed: 12/09/2024 - 3:16PM
Batch: 00006.12.2024 - CMB_2024-12-09_VASSELLI



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				
Vasselli Law, LLC									
15247									
2024000072	11/30/2024	370.80	0.00	12/09/2024				No	0
100-003-560600 Corporate Counsel Fees			LEGAL - NOV 2024						
2024000072 Total:		370.80							
2024000073	11/30/2024	1,000.00	0.00	12/09/2024				No	0
100-003-560600 Corporate Counsel Fees			LEGAL - NOV 2024						
2024000073 Total:		1,000.00							
2024000074	11/30/2024	19,000.00	0.00	12/09/2024				No	0
100-003-560600 Corporate Counsel Fees			LEGAL - NOV 2024						
2024000074 Total:		19,000.00							
Vasselli Law, LLC Total:		20,370.80							
Report Total:		20,370.80							

Accounts Payable

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Batch: 00012.12.2024 - CMB_2024-12-12_NIEVAR



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				
Tazewell County Recorder									
11172									
12112024	12/11/2024	207.00	0.00	12/12/2024				No	0
231-029-593300 Lien Filing Fee				FILE ZERO/RELEASE 3 WW LIENS					
12112024 Total:		207.00							
Tazewell County Recorder		207.00							
Report Total:		207.00							

Accounts Payable

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Printed: 12/13/2024 - 2:22PM
Batch: 00002.12.2024 - CMB_2024-12-13



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				
AAA Certified Confidential Security Corp									
10891									
111267	11/30/2024	75.40	0.00	12/13/2024				No	0
100-990-569000 Other Contractual Service			SECURE SHREDDING - NOV 2024						
111267 Total:		75.40							
AAA Certified Confidentia		75.40							
Advance Auto Parts									
12965									
5146433131801	11/26/2024	38.54	0.00	12/13/2024				No	0
100-032-534000 Automotive Expense			STEERING SHIFT TUBE - STREET 420						
5146433131801 Total:		38.54							
5146433231852	11/27/2024	93.58	0.00	12/13/2024				No	0
501-501-534000 Automotive Expense			BRAKE PADS - BUS STOCK						
5146433231852 Total:		93.58							
5146433231863	11/27/2024	140.37	0.00	12/13/2024				No	0
501-501-534000 Automotive Expense			BRAKE PADS - BUS 1915/1930						
5146433231863 Total:		140.37							
5146433531917	11/30/2024	9.92	0.00	12/13/2024				No	0
100-032-534000 Automotive Expense			AIR FILTER - STREET 420						
5146433531917 Total:		9.92							

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
5146433531925	11/30/2024	46.79	0.00	12/13/2024				No	0
501-501-534000 Automotive Expense				BRAKE PADS - BUS 1920					
5146433531925 Total:		46.79							
5146433720708	12/2/2024	302.06	0.00	12/13/2024				No	0
100-032-534000 Automotive Expense				ALTERNATOR - STREET 422					
5146433720708 Total:		302.06							
Advance Auto Parts Total:		631.26							
Altorfer Inc 10019									
PC330214558	11/15/2024	358.15	0.00	12/13/2024				No	0
100-034-534000 Automotive Expense				REPAIRS TO ENGINE 4					
PC330214558 Total:		358.15							
Altorfer Inc Total:		358.15							
Amazon Capital Services, Inc 10020									
116DLQQYN1J1	11/1/2024	22.49	0.00	12/13/2024				No	0
100-006-520200 Office Supplies				DESK ORGANIZER					
116DLQQYN1J1 Total:		22.49							
139XN9XF4YQF	12/1/2024	129.72	0.00	12/13/2024				No	0
100-009-522400 General Supplies				DRIVE ADAPTER/USB STORAGE FLASH DRIVE					
139XN9XF4YQF Total:		129.72							
161HCXTJ9F9T	12/1/2024	78.92	0.00	12/13/2024				No	0
100-009-522400 General Supplies				CABLES/BATTERIES					
161HCXTJ9F9T Total:		78.92							
19GTQ7JKDX1Q	12/1/2024	1,149.95	0.00	12/13/2024				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					
100-009-599802 Computer Hardware					MONITORS FOR LAPTOPS				
19GTQ7JKDX1Q Total:		1,149.95							
1D9C9CRKPN1F	11/1/2024	265.99	0.00	12/13/2024				No	0
100-009-587100 Office Equipment & Furniture					OFFICE CHAIR				
1D9C9CRKPN1F Total:		265.99							
1DLPNKNK66CJ	12/1/2024	95.32	0.00	12/13/2024				No	0
699-069-522400 General Supplies					WHITE BOARDS - VMF				
1DLPNKNK66CJ Total:		95.32							
1GKF1LHLK49T	11/1/2024	73.45	0.00	12/13/2024				No	0
100-009-522400 General Supplies					PHONE CASE				
1GKF1LHLK49T Total:		73.45							
1NJY7D1TF646	12/1/2024	499.00	0.00	12/13/2024				No	0
100-009-599802 Computer Hardware					REMARKABLE BRAND TABLETS				
1NJY7D1TF646 Total:		499.00							
1NVWHMVWG6PI	12/1/2024	60.18	0.00	12/13/2024				No	0
100-032-522400 General Supplies					CLIPBOARDS FOR STREET DEPT LIFT STATIONS				
1NVWHMVWG6PL Total:		60.18							
1R4MWMW1JHQL	11/1/2024	169.97	0.00	12/13/2024				No	0
100-009-599802 Computer Hardware					ARLO CAMERAS FOR SURVEILLANCE @ PARKS				
1R4MWMW1JHQL Total:		169.97							
*** 1R4MWMW1J	11/1/2024	314.18	0.00	12/13/2024				No	0
100-793-554300 Uniforms And Tools					48" DIGITAL LEVEL				
*** 1R4MWMW1J	11/1/2024	291.22	0.00	12/13/2024				No	0
100-793-554300 Uniforms And Tools					24" DIGITAL LEVEL				
1R4MWMW1JP6K Total:		605.40							
1TTLG6L3DRWW	12/1/2024	1,107.26	0.00	12/13/2024				No	0
100-068-522400 General Supplies					CLEANING SUPPLIES - PUBLIC PROPERTY				

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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				
1TTLG6L3DRWW Total:		1,107.26							
*** 1V1H4JH6MW	11/1/2024	140.00	0.00	12/13/2024				No	0
100-793-554300 Uniforms And Tools	STABILIA LASER DISTANCE MEASURING TOOL								
*** 1V1H4JH6MW	11/1/2024	259.98	0.00	12/13/2024				No	0
100-793-554300 Uniforms And Tools	CALCULATED INDUSTRIES DIGIROLLER PLUS (X 2)								
*** 1V1H4JH6MW	11/1/2024	474.08	0.00	12/13/2024				No	0
100-793-554300 Uniforms And Tools	FLUKE 117 DIGITAL MULTIMETER (X 2)								
*** 1V1H4JH6MW	11/1/2024	41.98	0.00	12/13/2024				No	0
100-793-554300 Uniforms And Tools	HARD CASE FOR FLUKE MULTIMETER (X 2)								
1V1H4JH6MWFH Total:		916.04							
1Y47KWYRMWFF	11/1/2024	6.99	0.00	12/13/2024				No	0
100-007-520200 Office Supplies	PHONE LOG BOOK FOR ENGINEERING								
1Y47KWYRMWFF Total:		6.99							
1YM4JX77MTHM	11/1/2024	3,654.00	0.00	12/13/2024				No	0
100-009-599802 Computer Hardware	REMARKABLE BRAND TABLETS								
1YM4JX77MTHM Total:		3,654.00							
Amazon Capital Services, I		8,834.68							
Ameren Illinois 10021									
*** 0469019453	12/3/2024	385.42	0.00	12/13/2024				No	0
100-068-550100 Utilities	1130 KOCH ST, GARAGE - 11/01-12/01/24								
0469019453 Total:		385.42							
*** 0483154119	10/31/2024	57.82	0.00	12/13/2024				No	0
100-032-550600 Electricity For Signal Li	310 MARGARET ST TRF SIGN X 3RD - 09/29-10/28/24								
0483154119 Total:		57.82							
*** 0951952119	12/2/2024	108.08	0.00	12/13/2024				No	0
100-068-550100 Utilities	MARGARET ST PARKING LOT LGTS - 10/28-11/28/24								

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
0951952119 Total:		108.08							
*** 0963065243	11/29/2024	34.47	0.00	12/13/2024				No	0
100-068-550100 Utilities				330 S 7TH ST - 10/09-11/07/24					
*** 0963065243	11/29/2024	35.22	0.00	12/13/2024				No	0
100-068-550100 Utilities				2504 S 2ND ST - 10/21-11/20/24					
*** 0963065243	11/29/2024	216.52	0.00	12/13/2024				No	0
100-068-550100 Utilities				215 ENTERPRISE DR - 10/21-11/20/24					
*** 0963065243	11/29/2024	49.13	0.00	12/13/2024				No	0
100-068-550100 Utilities				1411 ELMGROVE TOWER - 10/24-11/25/24					
*** 0963065243	11/29/2024	479.19	0.00	12/13/2024				No	0
501-501-550100 Utilities				1130 KOCH ST, UNIT B - 10/12-11/13/24					
*** 0963065243	11/29/2024	188.68	0.00	12/13/2024				No	0
100-034-550100 Utilities				120 SAINT MARY ST (GAS/ELEC) - 10/15-11/15/24					
*** 0963065243	11/29/2024	332.53	0.00	12/13/2024				No	0
100-034-550100 Utilities				3232 COURT ST - 10/16-11/17/24					
*** 0963065243	11/29/2024	130.10	0.00	12/13/2024				No	0
100-032-550100 Utilities				1140 KOCH ST SALT DOME - 10/14-11/13/24					
*** 0963065243	11/29/2024	120.69	0.00	12/13/2024				No	0
100-032-550100 Utilities				1208 KOCH ST OTHR STR LGTS - 10/15-11/14/24					
*** 0963065243	11/29/2024	95.77	0.00	12/13/2024				No	0
231-031-550100 Utilities				606 S FRONT ST - 10/24-11/25/24					
0963065243 Total:		1,682.30							
*** 2010449453	12/3/2024	618.43	0.00	12/13/2024				No	0
100-068-550100 Utilities				111 S CAPITOL ST - 11/01-12/01/24					
2010449453 Total:		618.43							
*** 2475575212	12/3/2024	142.01	0.00	12/13/2024				No	0
501-501-550100 Utilities				1130 KOCH ST (BUS) - 11/01-12/01/24					
*** 2475575212	12/3/2024	142.00	0.00	12/13/2024				No	0
699-069-550100 Utilities				1130 KOCH ST (VMF) - 11/01-12/01/24					
2475575212 Total:		284.01							
*** 3110014730	12/3/2024	222.69	0.00	12/13/2024				No	0
100-034-550100 Utilities				272 DERBY ST - 11/01-12/01/24					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
3110014730	Total:	222.69							
*** 7219663132	12/3/2024	154.58	0.00	12/13/2024				No	0
100-034-550100	Utilities			1000 N 14TH ST - 11/01-12/01/24					
7219663132	Total:	154.58							
*** 8421817021	12/3/2024	246.74	0.00	12/13/2024				No	0
525-525-550100	Utilities			13906 AIRPORT LN, UNIT C - 11/01-12/01/24					
8421817021	Total:	246.74							
*** 8554372008	12/3/2024	530.72	0.00	12/13/2024				No	0
525-525-550100	Utilities			13906 AIRPORT LN - 11/01-12/01/24					
8554372008	Total:	530.72							
*** 8812604812	12/3/2024	255.92	0.00	12/13/2024				No	0
100-034-550100	Utilities			FIRE STATION #1 - 11/01-12/01/24					
8812604812	Total:	255.92							
*** 9643040572	12/3/2024	238.93	0.00	12/13/2024				No	0
501-501-550100	Utilities			1130 KOCH ST (BUS) - 11/01-12/01/24					
*** 9643040572	12/3/2024	238.93	0.00	12/13/2024				No	0
699-069-550100	Utilities			1130 KOCH ST (VMF) - 11/01-12/01/24					
9643040572	Total:	477.86							
*** 9786432174	12/3/2024	948.64	0.00	12/13/2024				No	0
100-032-550100	Utilities			1208 KOCH ST - 11/01-12/01/24					
9786432174	Total:	948.64							
Ameren Illinois	Total:	5,973.21							
APWA Membership Payments									
13466									
860097	11/6/2024	46.00	0.00	12/13/2024				No	0
100-007-551600	Dues And Subscriptions			REMAINDER OF APWA ANNUAL DUES					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
860097 Total:		46.00							
APWA Membership Paym		46.00							
Arrow Energy, Inc									
14369									
148111	12/2/2024	31,369.69	0.00	12/13/2024				No	0
525-000-160100 Fuel Inventory			AVGAS - 8095 GAL @ 3.88/GAL						
148111 Total:		31,369.69							
Arrow Energy, Inc Total:		31,369.69							
Atlas Supply Company									
10038									
40543	11/22/2024	1,070.09	0.00	12/13/2024				No	0
100-034-522400 General Supplies			STATION SUPPLIES						
40543 Total:		1,070.09							
40637	12/4/2024	388.96	0.00	12/13/2024				No	0
100-032-522400 General Supplies			WYPALL WIPERS - VMF						
40637 Total:		388.96							
Atlas Supply Company To		1,459.05							
Beck Oil Company of Illinois									
14623									
*** 103124	11/5/2024	28.00	0.00	12/13/2024				No	0
100-007-534000 Automotive Expense			CITY VEHICLE CAR WASHES - OCT 2024						
*** 103124	11/5/2024	28.00	0.00	12/13/2024				No	0
100-793-534000 Automotive Expense			CITY VEHICLE CAR WASHES - OCT 2024						
103124 Total:		56.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Beck Oil Company of Illino		56.00							
Behrlawn Mowing & Yard Work 14496									
4614	11/16/2024	60.00	0.00	12/13/2024				No	0
100-068-534200 Buildings And Grounds Rep					DIST 6 - LIFT STATION MAINTENANCE - 11/16/24				
4614 Total:		60.00							
4615	11/20/2024	600.00	0.00	12/13/2024				No	0
100-068-534200 Buildings And Grounds Rep					DIST 4 - PARK AVE MOWING - 11/20/24				
4615 Total:		600.00							
4622	11/30/2024	80.00	0.00	12/13/2024				No	0
100-068-534200 Buildings And Grounds Rep					INDUSTRIAL PARK DITCH WORK - 11/01/24				
4622 Total:		80.00							
Behrlawn Mowing & Yard		740.00							
Benson, Eric 11148									
EXPENSE-1224	12/10/2024	60.06	0.00	12/13/2024				No	0
100-034-599000 Miscellaneous					CANDY CANES/CHRISTMAS ON COURT - 12/05/24				
EXPENSE-1224 Total:		60.06							
Benson, Eric Total:		60.06							
Blazin' A Trail Riding and Boarding, Inc 14089									
19	12/6/2024	1,200.00	0.00	12/13/2024				No	0
208-208-598505 Special Events					CHRISTMAS ON COURT HORSE RIDES - 12/06/24				
19 Total:		1,200.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	Blazin' A Trail Riding and B	1,200.00							
Bound Tree Medical LLC 11262									
85574768	11/27/2024	597.47	0.00	12/13/2024				No	0
100-034-522500 Emergency Medical Supplie					EMERGENCY MEDICAL SUPPLIES				
	85574768 Total:	597.47							
	Bound Tree Medical LLC T	597.47							
Brightspeed Communications, LLC 10111									
*** 304021116	11/10/2024	41.30	0.00	12/13/2024				No	0
100-009-550300 Telephone					STREET FAX - 11/10-12/09/24				
	304021116 Total:	41.30							
	Brightspeed Communicatio	41.30							
Calpine Energy Solutions, LLC 10590									
*** 2434400207599	12/9/2024	23.02	0.00	12/13/2024				No	0
100-032-550600 Electricity For Signal Li					101 S PARKWAY DR TRF LGTS - 10/23-11/24/24				
*** 2434400207599	12/9/2024	6.51	0.00	12/13/2024				No	0
100-032-550600 Electricity For Signal Li					MALL & COMM UNMTRD TRF LGTS - 10/17-11/18/24				
*** 2434400207599	12/9/2024	33.75	0.00	12/13/2024				No	0
100-032-550600 Electricity For Signal Li					MALL & COMM TRF LGTS - 10/16-11/17/24				
*** 2434400207599	12/9/2024	73.87	0.00	12/13/2024				No	0
100-032-550500 Electricity For Street Li					500 PETRI LN MTRD STR LGTS - 10/31-12/03/24				
*** 2434400207599	12/9/2024	3,934.28	0.00	12/13/2024				No	0
100-032-550500 Electricity For Street Li					1208 KOCH ST CUST OWN STR LGTS - 10/15-11/14/24				
*** 2434400207599	12/9/2024	1,003.25	0.00	12/13/2024				No	0
100-032-550500 Electricity For Street Li					1208 KOCH ST UNMTRD STR LGTS - 10/15-11/14/24				
*** 2434400207599	12/9/2024	1.43	0.00	12/13/2024				No	0
231-030-550100 Utilities					99 CAROLINE ST - 10/28-11/28/24				

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
*** 2434400207599	12/9/2024	75.07	0.00	12/13/2024				No	0
231-030-550100 Utilities					235 WHITE PINE TRAIL - 10/23-11/24/24				
*** 2434400207599	12/9/2024	3.29	0.00	12/13/2024				No	0
231-030-550100 Utilities					99 FAYETTE ST - 11/03-12/04/24				
*** 2434400207599	12/9/2024	45.43	0.00	12/13/2024				No	0
231-030-550100 Utilities					805 EAST SHORE DR - 10/17-11/18/24				
*** 2434400207599	12/9/2024	14.89	0.00	12/13/2024				No	0
231-030-550100 Utilities					801 SHERIDAN RD - 10/10-11/11/24				
*** 2434400207599	12/9/2024	49.80	0.00	12/13/2024				No	0
231-030-550100 Utilities					1901 EL CAMINO DR - 10/20-11/19/24				
*** 2434400207599	12/9/2024	177.35	0.00	12/13/2024				No	0
231-030-550100 Utilities					110 STATE, UNIT FT - 10/28-11/28/24				
*** 2434400207599	12/9/2024	17.46	0.00	12/13/2024				No	0
231-030-550100 Utilities					1802 OAKWOOD DR - 10/17-11/18/24				
*** 2434400207599	12/9/2024	29.31	0.00	12/13/2024				No	0
231-030-550100 Utilities					2120 SUSAN HOPE DR - 10/10-11/11/24				
*** 2434400207599	12/9/2024	3.32	0.00	12/13/2024				No	0
231-030-550100 Utilities					2 CAPE CT - 10/10-11/11/24				
*** 2434400207599	12/9/2024	45.41	0.00	12/13/2024				No	0
231-030-550100 Utilities					1831 WINGED FOOT DR - 10/23-11/24/24				
*** 2434400207599	12/9/2024	44.57	0.00	12/13/2024				No	0
231-030-550100 Utilities					2804 S 14TH ST - 10/21-11/20/24				
*** 2434400207599	12/9/2024	14.08	0.00	12/13/2024				No	0
100-068-550100 Utilities					1411 ELMGROVE TOWER - 10/24-11/25/24				
*** 2434400207599	12/9/2024	419.98	0.00	12/13/2024				No	0
100-068-550100 Utilities					1130 KOCH ST, UNIT A - 11/01-12/01/24				
*** 2434400207599	12/9/2024	53.62	0.00	12/13/2024				No	0
100-068-550100 Utilities					911 BRENKMAN DR - 10/27-11/26/24				
*** 2434400207599	12/9/2024	23.74	0.00	12/13/2024				No	0
100-068-550100 Utilities					95 COURT ST UNMTRD - 11/01-12/04/24				
*** 2434400207599	12/9/2024	26.54	0.00	12/13/2024				No	0
100-068-550100 Utilities					95 COURT ST - 11/03-12/04/24				
*** 2434400207599	12/9/2024	3.14	0.00	12/13/2024				No	0
100-068-550100 Utilities					310 MARGARET ST - 10/28-11/28/24				
*** 2434400207599	12/9/2024	0.64	0.00	12/13/2024				No	0
100-068-550100 Utilities					2504 S 2ND ST PEKIN SIGN - 10/21-11/20/24				
*** 2434400207599	12/9/2024	2.86	0.00	12/13/2024				No	0
100-068-550100 Utilities					407 ANN ELIZA ST - 10/28-11/28/24				
*** 2434400207599	12/9/2024	1,844.89	0.00	12/13/2024				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			
100-068-550100 Utilities *** 2434400207599	12/9/2024	37.31	0.00	111 S CAPITOL ST - 11/02-12/04/24 12/13/2024				No	0
231-031-550100 Utilities *** 2434400207599	12/9/2024	10,033.16	0.00	606 S FRONT ST UNMTRD - 10/24-11/25/24 12/13/2024				No	0
231-031-550100 Utilities *** 2434400207599	12/9/2024	25.59	0.00	606 S FRONT ST - 11/02-12/01/24 12/13/2024				No	0
231-031-550100 Utilities *** 2434400207599	12/9/2024	119.39	0.00	2500 S 2ND ST FBOP - 10/21-11/20/24 12/13/2024				No	0
525-525-550100 Utilities *** 2434400207599	12/9/2024	1,863.62	0.00	13906 AIRPORT LN, UNIT B - 10/31-12/03/24 12/13/2024				No	0
525-525-550100 Utilities *** 2434400207599	12/9/2024	81.48	0.00	13906 AIRPORT LN ELEC VAULT - 10/31-12/03/24 12/13/2024				No	0
525-525-550100 Utilities *** 2434400207599	12/9/2024	31.79	0.00	13906 AIRPORT LN, UNIT A - 10/31-12/03/24 12/13/2024				No	0
525-525-550100 Utilities *** 2434400207599	12/9/2024	1.96	0.00	13918 AIRPORT LN, UNIT B1 - 10/31-12/03/24 12/13/2024				No	0
100-032-550100 Utilities *** 2434400207599	12/9/2024	164.68	0.00	1208 KOCH ST UNMTRD - 11/01-12/01/24 12/13/2024				No	0
100-032-550100 Utilities *** 2434400207599	12/9/2024	80.52	0.00	1208 KOCH ST - 11/01-12/01/24 12/13/2024				No	0
100-032-550100 Utilities *** 2434400207599	12/9/2024	109.73	0.00	1140 KOCH ST SALT DOME - 10/14-11/13/24 12/13/2024				No	0
501-501-550100 Utilities *** 2434400207599	12/9/2024	23.93	0.00	1130 KOCH ST (BUS) - 11/01-12/01/24 12/13/2024				No	0
501-501-550100 Utilities *** 2434400207599	12/9/2024	199.41	0.00	1130 KOCH, UNIT B (25938263) (BUS) - 10/13-11/13/24 12/13/2024				No	0
501-501-550100 Utilities *** 2434400207599	12/9/2024	329.49	0.00	1130 KOCH, UNIT B (25901276) (BUS) - 10/14-11/13/24 12/13/2024				No	0
100-034-550100 Utilities *** 2434400207599	12/9/2024	195.76	0.00	3232 COURT ST - 10/16-11/17/24 12/13/2024				No	0
100-034-550100 Utilities *** 2434400207599	12/9/2024	109.73	0.00	272 DERBY ST - 10/13-11/12/24 12/13/2024				No	0
699-069-550100 Utilities *** 2434400207599	12/9/2024	23.92	0.00	1130 KOCH ST (VMF) - 11/01-12/01/24 12/13/2024				No	0
699-069-550100 Utilities *** 2434400207599	12/9/2024	199.42	0.00	1130 KOCH, UNIT B (25938263) (VMF) - 10/13-11/13/24 12/13/2024				No	0
699-069-550100 Utilities				1130 KOCH, UNIT B (25901276) (VMF) - 10/14-11/13/24					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
243440020759970	Total:	21,602.39							
Calpine Energy Solutions, L		21,602.39							
Chemsearch FE									
10818									
8857793	9/23/2024	620.06	0.00	12/13/2024				No	0
100-068-538000	Maintenance Agreements				GLYCOL SYSTEM				
8857793	Total:	620.06							
Chemsearch FE	Total:	620.06							
Cintas Corporation									
10115									
4212224461	11/20/2024	114.64	0.00	12/13/2024				No	0
699-069-569000	Other Contractual Service				VMF UNIFORM CLEANING				
4212224461	Total:	114.64							
4212834263	11/26/2024	114.64	0.00	12/13/2024				No	0
699-069-569000	Other Contractual Service				VMF UNIFORM CLEANING				
4212834263	Total:	114.64							
Cintas Corporation	Total:	229.28							
Citylink/Greater Peoria Mass Transit District									
11032									
18781	6/28/2024	52,500.00	0.00	12/13/2024				No	0
100-990-565900	Citylink Contract				TRANSP SVCS - APR-JUN 2024 - RES 217-24/25				
18781	Total:	52,500.00							
Citylink/Greater Peoria Ma		52,500.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
CivicPlus, LLC									
14637									
*** 324240	11/30/2024	6,380.24	0.00	12/13/2024				No	0
100-009-538000 Maintenance Agreements					WEB DESIGN & WEB MAINTENANCE				
*** 324240	11/30/2024	6,380.23	0.00	12/13/2024				No	0
100-009-599801 Computer Software					WEB DESIGN & WEB MAINTENANCE				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
	Clark Baird Smith LLP Tot	3,656.25							
Cloudpoint Geospatial, Inc									
11838									
INV4160	11/1/2024	7,850.00	0.00	12/13/2024				No	0
100-007-569000	Other Contractual Service			GIS SERVICES - NOV 2024					
	INV4160 Total:	7,850.00							
INV5004	11/30/2024	7,850.00	0.00	12/13/2024				No	0
100-007-569000	Other Contractual Service			GIS SERVICES - DEC 2024					
	INV5004 Total:	7,850.00							
	Cloudpoint Geospatial, Inc	15,700.00							
Coe Equipment, Inc									
10123									
86376	12/5/2024	765.54	0.00	12/13/2024				No	0
231-030-534000	Automotive Expense			1-1/4" BALL VALVE FOR VACTOR					
	86376 Total:	765.54							
	Coe Equipment, Inc Total:	765.54							
Comcast Business Communications, LLC									
14903									
*** 203130447667	11/4/2024	210.85	0.00	12/13/2024				No	0
100-032-569000	Other Contractual Service			2820 COURT ST TRF CAM - 11/11-12/10/24					
	203130447667 Total:	210.85							
*** 203130449291	11/1/2024	124.85	0.00	12/13/2024				No	0
100-032-569000	Other Contractual Service			1340 PARK AVE TRF CAM - 11/08-12/07/24					
	203130449291 Total:	124.85							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
*** 203130449325	11/2/2024	124.85	0.00	12/13/2024				No	0
100-032-569000 Other Contractual Service					1500 S 2ND ST TRF CAM - 11/09-12/08/24				
203130449325 Total:		124.85							
*** 203130641400	11/1/2024	124.85	0.00	12/13/2024				No	0
100-032-569000 Other Contractual Service					2600 S 2ND ST TRF CAM - 11/06-12/05/24				
203130641400 Total:		124.85							
*** 203200090660	11/19/2024	331.01	0.00	12/13/2024				No	0
525-525-550300 Telephone					AIRPORT PHONE/INTERNET - 11/23-12/22/24				
203200090660 Total:		331.01							
Comcast Business Commu		916.41							
Core & Main LP 10255 W078331	11/26/2024	416.64	0.00	12/13/2024				No	0
231-033-522400 General Supplies					BUTYL SEALANT FOR CB REPAIRS				
W078331 Total:		416.64							
Core & Main LP Total:		416.64							
Cruce Aviation, LLC 13646 670	12/6/2024	6,375.00	0.00	12/13/2024				No	0
525-525-569000 Other Contractual Service					AIRPORT MANAGER - 10/27-11/30/24				
670 Total:		6,375.00							
Cruce Aviation, LLC Total:		6,375.00							
D2J Properties, LLC 15322									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
08222024	8/22/2024	1,550.00	0.00	12/13/2024	DERB-LAND	land		No	0
445-041-580200 Purchase Of Property				DERBY ST LAND ACQ - PARCEL 4AER002					
08222024 Total:		1,550.00							
D2J Properties, LLC Total		1,550.00							
Easier Grounds Management LLC									
15178									
4102	11/30/2024	32.90	0.00	12/13/2024				No	0
100-068-534200 Buildings And Grounds Rep				CEFCU DITCH - 11/03/24					
4102 Total:		32.90							
4177	12/1/2024	2,060.00	0.00	12/13/2024				No	0
100-068-534200 Buildings And Grounds Rep				DIST 5 MOWING (FINAL) - NOV 2024					
4177 Total:		2,060.00							
Easier Grounds Manageme		2,092.90							
Enterprise FM Trust									
14302									
*** FBN5203173	12/5/2024	712.17	0.00	12/13/2024				No	0
100-793-524000 Lease/rental Of Equipment				LEASE PMT - DEC 2024 - 2023 SILVERADO (275D3L)					
*** FBN5203173	12/5/2024	1,317.02	0.00	12/13/2024				No	0
100-793-524000 Lease/rental Of Equipment				LEASE PMT - DEC 2024 - 2023 SILVERADO (275D4T)					
*** FBN5203173	12/5/2024	1,160.70	0.00	12/13/2024				No	0
100-007-524000 Lease/rental Of Equipment				LEASE PMT - DEC 2024 - 2023 SILVERADO (276Z4W)					
*** FBN5203173	12/5/2024	1,540.96	0.00	12/13/2024				No	0
100-007-524000 Lease/rental Of Equipment				LEASE PMT - DEC 2024 - 2023 SILVERADO (276ZH6)					
*** FBN5203173	12/5/2024	1,210.63	0.00	12/13/2024				No	0
100-032-524000 Lease/rental Of Equipment				LEASE PMT - DEC 2024 - 2021 FORD F-550 (23Z8RZ)					
*** FBN5203173	12/5/2024	615.66	0.00	12/13/2024				No	0
100-990-524000 Lease/rental Of Equipment				LEASE PMT - DEC 2024 - 2022 EXPLORER (25G7ZW)					
*** FBN5203173	12/5/2024	24,241.08	0.00	12/13/2024				No	0
100-761-524000 Lease/rental Of Equipment				LEASE PMT - DEC 2024 - POLICE SQUADS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	FBN5203173 Total:	30,798.22							
	Enterprise FM Trust Total	30,798.22							
Fastenal Company 10181									
ILPRA471092	11/27/2024	39.03	0.00	12/13/2024				No	0
699-069-534000 Automotive Expense					NUTS/BOLTS FOR VEHICLES - VMF				
	ILPRA471092 Total:	39.03							
	Fastenal Company Total:	39.03							
Five Star Water Company 12219									
*** 106351	11/14/2024	14.40	0.00	12/13/2024				No	0
231-031-569000 Other Contractual Service					DRINKING WATER @ WWTP - 11/15-12/12/24				
	106351 Total:	14.40							
	Five Star Water Company T	14.40							
Foster, Lori 14947									
EXPENSE-1124A	12/4/2024	16.16	0.00	12/13/2024				No	0
501-501-554200 Meals/Lodging					BAND/CHOIR/ORCH./ART - TRIP 15916 - 11/26/24				
	EXPENSE-1124A Total:	16.16							
EXPENSE-1124B	12/4/2024	6.62	0.00	12/13/2024				No	0
501-501-554200 Meals/Lodging					PCHS WRESTLING - TRIP 16061 - 11/30/24				
	EXPENSE-1124B Total:	6.62							
	Foster, Lori Total:	22.78							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
Gem City Tires, Inc									
12935									
47749	11/15/2024	2,090.00	0.00	12/13/2024				No	0
501-501-534000 Automotive Expense				TIRES - BUS 1101/1956/1958/STOCK					
47749 Total:		2,090.00							
*** 47781	11/18/2024	457.22	0.00	12/13/2024				No	0
223-026-534000 Automotive Expense				TIRES FOR RC1 (X 2)					
*** 47781	11/18/2024	4,326.98	0.00	12/13/2024				No	0
223-023-534000 Automotive Expense				TIRES - SW					
47781 Total:		4,784.20							
Gem City Tires, Inc Total:		6,874.20							
Getz Fire Equipment Co									
10223									
11874198	11/22/2024	567.15	0.00	12/13/2024				No	0
100-034-529000 Equipment				FIRE EXTINGUISHER					
11874198 Total:		567.15							
Getz Fire Equipment Co T		567.15							
GFL Environmental									
14249									
P60005204240	11/30/2024	5,096.60	0.00	12/13/2024				No	0
231-031-536400 Sludge Removal				SLUDGE DISPOSAL - 11/19-11/22/24					
P60005204240 Total:		5,096.60							
GFL Environmental Total:		5,096.60							
Hanson Professional Services Inc									
10248									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
ARIV1010260	11/6/2024	35,371.56	0.00	12/13/2024	DERB-ENGR	engr		No	0
275-275-561200 Engineering Fees					DERBY ST DESIGN ENGINEERING - 10/07-11/02/24				
ARIV1010260 Total:		35,371.56							
ARIV1010392	11/11/2024	5,044.17	0.00	12/13/2024	CT8T-00oV	contr		No	0
100-007-569000 Other Contractual Service					STRUCTURAL FNDN DESIGN FOR COURT ST SIGN				
ARIV1010392 Total:		5,044.17							
ARIV1010952	12/4/2024	8,747.60	0.00	12/13/2024	DERB-ENGR	engr		No	0
275-275-561200 Engineering Fees					DERBY ST DESIGN ENGINEERING - 11/04-11/30/24				
ARIV1010952 Total:		8,747.60							
Hanson Professional Servic		49,163.33							
Harris Pest Control Inc 10251									
131668	12/5/2024	125.00	0.00	12/13/2024				No	0
100-068-566600 Pest Control					PEST CONTROL @ BUS/VMF/9-1-1				
131668 Total:		125.00							
131669	12/5/2024	75.00	0.00	12/13/2024				No	0
100-068-566600 Pest Control					PEST CONTROL @ STREET DEPT/SOLID WASTE				
131669 Total:		75.00							
131670	12/5/2024	110.00	0.00	12/13/2024				No	0
100-068-566600 Pest Control					PEST CONTROL @ CITY HALL/FIRE HOUSES				
131670 Total:		110.00							
131671	12/5/2024	215.00	0.00	12/13/2024				No	0
100-068-566600 Pest Control					PEST CONTROL @ WWTP/SUB STATIONS				
131671 Total:		215.00							
131672	12/5/2024	60.00	0.00	12/13/2024				No	0
100-068-566600 Pest Control					PEST CONTROL @ AIRPORT				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
	131672 Total:	60.00							
	Harris Pest Control Inc Tot	585.00							
Havens, Michelle									
11019									
*** EXPENSE-112:	12/4/2024	14.63	0.00	12/13/2024				No	0
501-501-554200 Meals/Lodging					SPEECH CONTEST - TRIP 15943 - 11/15/24				
	EXPENSE-1124 Total:	14.63							
	Havens, Michelle Total:	14.63							
Haynes, Jessica									
14809									
*** EXPENSE-112:	12/4/2024	11.30	0.00	12/13/2024				No	0
501-501-554200 Meals/Lodging					GIRLS 8TH RGNL OAK GROVE - TRIP 16043 - 11/25/24				
	EXPENSE-1124 Total:	11.30							
	Haynes, Jessica Total:	11.30							
Hohulin Fence Company									
12880									
24741LS	11/25/2024	310.00	0.00	12/13/2024				No	0
100-068-534200 Buildings And Grounds Rep					TROUBLESHOOT GATE				
	24741LS Total:	310.00							
	Hohulin Fence Company T	310.00							
Hugh Saxe Enterprises, Inc									
14364									
1007064	11/25/2024	32.95	0.00	12/13/2024				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number			Description		Reference				
525-525-538000 Maintenance Agreement					WATER @ AIRPORT - 12/01-12/31/24				
1007064 Total:		32.95							
Hugh Saxe Enterprises, Inc		32.95							
i3 Broadband, LLC 12074									
*** 38037451	11/1/2024	6,799.09	0.00	12/13/2024				No	0
100-009-550300 Telephone					ACCT 423267 - PHONE/INTERNET - 11/01-11/30/24				
*** 38037451	11/1/2024	312.38	0.00	12/13/2024				No	0
100-009-550300 Telephone					ACCT 423267 - LATE FEE - 11/01-11/30/24				
38037451 Total:		7,111.47							
i3 Broadband, LLC Total:		7,111.47							
Illinois American Water Company 10291									
*** 210001172927	12/3/2024	127.28	0.00	12/13/2024				No	0
100-068-550100 Utilities					CITY HALL FIRE SUPPRESSION - 12/03-12/30/24				
210001172927 Total:		127.28							
*** 210003326348	12/3/2024	18.54	0.00	12/13/2024				No	0
100-068-550100 Utilities					MARY ST YD HYDRANT - 11/02-12/02/24				
210003326348 Total:		18.54							
Illinois American Water Co		145.82							
IMEG Consultants Corp 14291									
24002234031	12/6/2024	204.00	0.00	12/13/2024				No	0
100-032-561300 Testing Fees					CONCRETE TEST CYLINDERS				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
24002234031	Total:	204.00							
IMEG Consultants Corp T		204.00							
Interstate Batteries of Central IL, Inc									
10330									
40906730	11/29/2024	970.41	0.00	12/13/2024				No	0
100-032-534000 Automotive Expense			BATTERIES - STREET 463						
40906730	Total:	970.41							
Interstate Batteries of Cent		970.41							
IT360, Inc									
12267									
44274	11/1/2024	100.00	0.00	12/13/2024				No	0
100-009-538000 Maintenance Agreements			SECURITY AWARENESS TRAINING - NOV 2024						
44274	Total:	100.00							
IT360, Inc	Total:	100.00							
Kimball Midwest									
11679									
*** 102867726	12/6/2024	399.59	0.00	12/13/2024				No	0
100-032-522400 General Supplies			BOLTS/COPPER SEIZE RELEASE/WIPES/JULIE PAINT						
*** 102867726	12/6/2024	307.92	0.00	12/13/2024				No	0
231-030-522400 General Supplies			BOLTS/COPPER SEIZE RELEASE/WIPES/JULIE PAINT						
102867726	Total:	707.51							
Kimball Midwest	Total:	707.51							
Kocher, William									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
15321									
PC2024001	12/4/2024	300.00	0.00	12/13/2024				No	0
208-208-598505 Special Events					BAND @ CHRISTMAS ON COURT				
	PC2024001 Total:	300.00							
	Kocher, William Total:	300.00							
Laser Electric, Inc									
10367									
SC27343I	10/24/2024	5,013.00	0.00	12/13/2024				No	0
100-032-532000 Electronic Equipment Main					JULIE ELECTRIC LOCATES - SEP 2024				
	SC27343I Total:	5,013.00							
SC27809	8/14/2024	970.00	0.00	12/13/2024				No	0
100-032-532000 Electronic Equipment Main					REPAIR TRF SIGNAL @ 14TH & BROADWAY				
	SC27809 Total:	970.00							
	Laser Electric, Inc Total:	5,983.00							
LHF Compost Inc									
11829									
1711891	12/6/2024	634.53	0.00	12/13/2024				No	0
223-025-566501 Compost Site Expense					YW FEE - 12/02-12/06/24				
	1711891 Total:	634.53							
	LHF Compost Inc Total:	634.53							
Linde Gas & Equipment Inc									
10518									
46495841	11/22/2024	217.18	0.00	12/13/2024				No	0
100-034-524000 Lease/rental Of Equipment					MEDICAL O2 - 10/20-11/20/24				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	46495841 Total:	217.18							
46726664	11/30/2024	543.46	0.00	12/13/2024				No	0
	699-069-561300 Test Fees and Expenses			PROPANE/PRESSURE TEST					
	46726664 Total:	543.46							
	Linde Gas & Equipment In	760.64							
Mansfield Power & Gas LLC									
15267									
*** MNS298222	12/6/2024	301.46	0.00	12/13/2024				No	0
	100-068-550100 Utilities			1130 KOCH ST (GARAGE) - NOV 2024					
*** MNS298222	12/6/2024	539.87	0.00	12/13/2024				No	0
	100-068-550100 Utilities			111 S CAPITOL ST - NOV 2024					
*** MNS298222	12/6/2024	8.86	0.00	12/13/2024				No	0
	100-068-550100 Utilities			1130 KOCH ST, UNIT A - NOV 2024					
*** MNS298222	12/6/2024	79.80	0.00	12/13/2024				No	0
	501-501-550100 Utilities			1130 KOCH ST, UNIT B (BUS) - NOV 2024					
*** MNS298222	12/6/2024	102.22	0.00	12/13/2024				No	0
	501-501-550100 Utilities			1130 KOCH ST (BUS) - NOV 2024					
*** MNS298222	12/6/2024	79.79	0.00	12/13/2024				No	0
	699-069-550100 Utilities			1130 KOCH ST, UNIT B (VMF) - NOV 2024					
*** MNS298222	12/6/2024	102.21	0.00	12/13/2024				No	0
	699-069-550100 Utilities			1130 KOCH ST (VMF) - NOV 2024					
*** MNS298222	12/6/2024	77.82	0.00	12/13/2024				No	0
	100-034-550100 Utilities			1000 N 14TH ST - NOV 2024					
*** MNS298222	12/6/2024	175.36	0.00	12/13/2024				No	0
	100-034-550100 Utilities			3232 COURT ST - NOV 2024					
*** MNS298222	12/6/2024	144.33	0.00	12/13/2024				No	0
	100-034-550100 Utilities			272 DERBY ST - NOV 2024					
*** MNS298222	12/6/2024	659.07	0.00	12/13/2024				No	0
	100-032-550100 Utilities			1208 KOCH ST - NOV 2024					
*** MNS298222	12/6/2024	73.89	0.00	12/13/2024				No	0
	525-525-550100 Utilities			13906 AIRPORT LN, UNIT C - NOV 2024					
*** MNS298222	12/6/2024	481.25	0.00	12/13/2024				No	0
	525-525-550100 Utilities			13906 AIRPORT LN - NOV 2024					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number			Description				Reference		
*** MNS298222	12/6/2024	578.79	0.00	12/13/2024				No	0
231-031-550100 Utilities				606 S FRONT ST - NOV 2024					
*** MNS298222	12/6/2024	57.14	0.00	12/13/2024				No	0
231-031-550100 Utilities				1508 EDGEWATER DR - NOV 2024					
	MNS298222 Total:	3,461.86							
	Mansfield Power & Gas LL	3,461.86							
McKenzie, Dallas 10406									
EXPENSE-1124A	12/9/2024	25.00	0.00	12/13/2024				No	0
695-095-516700 Wellness Program				GYM REIMBURSEMENT - NOV 2024					
	EXPENSE-1124A Total:	25.00							
EXPENSE-1124B	12/9/2024	10.00	0.00	12/13/2024				No	0
695-095-516700 Wellness Program				GYM REIMBURSEMENT - NOV 2024 - DEPENDENT					
	EXPENSE-1124B Total:	10.00							
	McKenzie, Dallas Total:	35.00							
McKesson Medical-Surgical Gov't Solutions LLC 10431									
22948152	11/22/2024	53.00	0.00	12/13/2024				No	0
100-034-522500 Emergency Medical Supplie				EMERGENCY MEDICAL SUPPLIES					
	22948152 Total:	53.00							
22966126	11/27/2024	1,020.25	0.00	12/13/2024				No	0
100-034-522500 Emergency Medical Supplie				EMERGENCY MEDICAL SUPPLIES					
	22966126 Total:	1,020.25							
	McKesson Medical-Surgica	1,073.25							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
Menards									
10414									
89737	10/23/2024	88.63	0.00	12/13/2024				No	0
100-034-522400 General Supplies				STATION SUPPLIES					
89737 Total:		88.63							
91667	11/18/2024	18.99	0.00	12/13/2024				No	0
100-034-522400 General Supplies				PADLOCK					
91667 Total:		18.99							
91841	11/20/2024	1.98	0.00	12/13/2024				No	0
100-032-534000 Automotive Expense				KEYWAY FOR SHAFT - STREET 430					
91841 Total:		1.98							
91893	11/21/2024	140.77	0.00	12/13/2024				No	0
100-034-522400 General Supplies				STATION SUPPLIES					
91893 Total:		140.77							
92285	11/27/2024	189.36	0.00	12/13/2024				No	0
100-034-522400 General Supplies				SUPPLIES					
92285 Total:		189.36							
92666	12/3/2024	67.86	0.00	12/13/2024				No	0
100-761-534000 Automotive Expense				AIR FILTERS/SANDBAGS FOR POLICE					
92666 Total:		67.86							
92686	12/3/2024	89.10	0.00	12/13/2024				No	0
231-031-554300 Uniforms And Tools				PROTECTIVE COVERALLS					
92686 Total:		89.10							
92762	12/4/2024	19.99	0.00	12/13/2024				No	0
100-032-529000 Equipment				UTILITY HEATER FOR SIGN SHOP					
92762 Total:		19.99							
92793	12/4/2024	39.98	0.00	12/13/2024				No	0

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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		
100-068-522400 General Supplies				WINTER GLOVES					
92793 Total:		39.98							
Menards Total:		656.66							
Midwest Transit Equipment, Inc 10421									
X10107357801	11/21/2024	48.00	0.00	12/13/2024				No	0
501-501-522400 General Supplies				FIRST AID KITS - BUS DEPT					
X10107357801 Total:		48.00							
X10107363701	11/25/2024	34.50	0.00	12/13/2024				No	0
501-501-534000 Automotive Expense				BACK-UP ALARM - BUS 1967/STOCK					
X10107363701 Total:		34.50							
X10107363801	11/25/2024	20.58	0.00	12/13/2024				No	0
501-501-534000 Automotive Expense				STEP DECAL FOR BUSES					
X10107363801 Total:		20.58							
X10107363802	11/26/2024	11.76	0.00	12/13/2024				No	0
501-501-534000 Automotive Expense				DECALS FOR BUSES					
X10107363802 Total:		11.76							
X10107363803	12/3/2024	2.94	0.00	12/13/2024				No	0
501-501-534000 Automotive Expense				DECALS FOR BUSES					
X10107363803 Total:		2.94							
Midwest Transit Equipmen		117.78							
Millennia Professional Services of Illinois, LTD 11801									
ME200220215	11/14/2024	81,770.50	0.00	12/13/2024	CT8T-00oV	enr		No	0
277-277-584009 General Public Improvements				COURT ST CONSTR ENGINEERING - 10/01-10/26/24					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	ME200220215 Total:	81,770.50							
ME20022031	11/25/2024	1,275.50	0.00	12/13/2024	CT8T-00oV	contr		No	0
100-007-569000 Other Contractual Service			STAKING BACK OF SIDEWALK FOR COURT ST PROJ						
ME20022031 Total:		1,275.50							
Millennia Professional Serv		83,046.00							
Miller & Son Construction Co									
14914									
*** 2	11/21/2024	82,684.80	0.00	12/13/2024	ADA1-PLAN	contr		No	0
445-041-534900 Sidewalk Renovations			2024 ADA IMPROVEMENT PROJECT - RES 186-24/25						
2 Total:		82,684.80							
Miller & Son Construction		82,684.80							
Missouri Network Alliance, LLC									
14626									
70587	12/1/2024	5,930.40	0.00	12/13/2024				No	0
100-009-550300 Telephone			FIBER @ AIRPORT/CSO/CITY HALL - DEC 2024						
70587 Total:		5,930.40							
Missouri Network Alliance		5,930.40							
Mohr and Kerr Engineering & Land Surveying P.C.									
14001									
14973	12/3/2024	16,428.75	0.00	12/13/2024				No	0
100-990-580200 Land Purchase			LUTTICKEN SURVEY WORK - RES. 204-24/25						
14973 Total:		16,428.75							
Mohr and Kerr Engineering		16,428.75							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
NAPA Auto Parts									
10441									
586475	9/24/2024	8.79	0.00	12/13/2024				No	0
231-031-534000 Automotive Expense				WIPER BLADE					
586475 Total:		8.79							
591371	11/15/2024	6.99	0.00	12/13/2024				No	0
231-031-534000 Automotive Expense				ADAPTERS FOR WWTP TRUCK					
591371 Total:		6.99							
591933	11/22/2024	54.96	0.00	12/13/2024				No	0
223-023-534000 Automotive Expense				HOSE FITTING - SW16					
591933 Total:		54.96							
591934	11/22/2024	48.17	0.00	12/13/2024				No	0
100-034-534000 Automotive Expense				CHARGER - RESCUE 5					
591934 Total:		48.17							
592598	12/2/2024	158.11	0.00	12/13/2024				No	0
100-032-534000 Automotive Expense				HYDRAULIC HOSE - STREET 414					
592598 Total:		158.11							
NAPA Auto Parts Total:		277.02							
Pace Analytical Services, LLC									
10473									
247225661	11/30/2024	1,728.10	0.00	12/13/2024				No	0
231-031-561300 Testing Fees And Expenses				SPECIAL CONDITION TESTING/COPPER TESTS					
247225661 Total:		1,728.10							
Pace Analytical Services, L		1,728.10							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
Parkside Fitness 10470									
12012024	12/1/2024	468.34	0.00	12/13/2024				No	0
695-095-516700 Wellness Program					PARKSIDE MEMBERSHIPS - DEC 2024				
	12012024 Total:	468.34							
	Parkside Fitness Total:	468.34							
Pekin Area Chamber of Commerce 10478									
120920204A	12/9/2024	264.50	0.00	12/13/2024				No	0
208-208-560500 Consulting Services					TOURISM STAFFING - OCT 2024				
	120920204A Total:	264.50							
120920204B	12/9/2024	654.22	0.00	12/13/2024				No	0
208-208-598100 Public Relations					TOURISM MARKETING - OCT 2024				
	120920204B Total:	654.22							
120920204C	12/9/2024	-78.24	0.00	12/13/2024				No	0
208-208-598505 Special Events					VENDOR BOOTH CREDIT - OCT 2024				
	120920204C Total:	-78.24							
	Pekin Area Chamber of Com	840.48							
Pekin Community High School District 303 11285									
1	11/14/2024	5,000.00	0.00	12/13/2024				No	0
208-208-597700 Sponsorships					PEKIN HOLIDAY TOURNAMENT SPONSORSHIP				
	1 Total:	5,000.00							
	Pekin Community High Sch	5,000.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Pekin Memorial Hospital									
10483									
11272024	11/27/2024	8,000.00	0.00	12/13/2024	CT8T-00oV	land		No	0
445-041-580200	Purchase Of Property		COURT ST LAND ACQ - 1314 COURT ST						
	11272024 Total:	8,000.00							
	Pekin Memorial Hospital T	8,000.00							
Pekin Park District									
10487									
*** 10012024	10/1/2024	298.64	0.00	12/13/2024				No	0
100-068-569000	Other Contractual Service		RIVERFRONT LABOR - 09/01-09/30/24						
*** 10012024	10/1/2024	79.22	0.00	12/13/2024				No	0
100-068-550100	Utilities		RIVERFRONT UTILITIES - 08/02-09/04/24						
	10012024 Total:	377.86							
*** 12022024	12/2/2024	41.10	0.00	12/13/2024				No	0
100-068-569000	Other Contractual Service		RIVERFRONT LABOR - 11/01-11/27/24						
*** 12022024	12/2/2024	87.76	0.00	12/13/2024				No	0
100-068-550100	Utilities		RIVERFRONT UTILITIES - 10/03-11/03/24						
	12022024 Total:	128.86							
	Pekin Park District Total:	506.72							
Pekin Police Premium Trust									
11610									
80	11/18/2024	137,274.42	0.00	12/13/2024				No	0
695-095-517509	Police BCBS Health Ins Plan		POLICE PREMIUMS FOR DEC 2024						
	80 Total:	137,274.42							
	Pekin Police Premium Trus	137,274.42							

Pekin Public Library

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number			Description				Reference		
10488									
12062024	12/6/2024	8,667.08	0.00	12/13/2024				No	0
100-990-496200 PPRT Tax Clearing Acct					LIBRARY PPRT DISBURSEMENT - DEC 2024				
	12062024 Total:	8,667.08							
	Pekin Public Library Total:	8,667.08							
Pekin Shoe Repair									
10490									
1499	11/21/2024	364.00	0.00	12/13/2024				No	0
100-034-529000 Equipment					RADIO HOLSTERS				
	1499 Total:	364.00							
7607	11/20/2024	88.00	0.00	12/13/2024				No	0
100-007-554300 Uniforms And Tools					BOOT ALLOWANCE - JE - 11/15/24				
	7607 Total:	88.00							
	Pekin Shoe Repair Total:	452.00							
Pfeifer, Daniel									
15323									
11182024	11/18/2024	5,645.00	0.00	12/13/2024	CT8T-00oV	land		No	0
445-041-580200 Purchase Of Property					COURT ST LAND ACQ - 1000 COURT ST				
	11182024 Total:	5,645.00							
	Pfeifer, Daniel Total:	5,645.00							
Pratt, Nicole									
15324									
11202024	11/20/2024	4,840.00	0.00	12/13/2024	CT8T-00oV	land		No	0
445-041-580200 Purchase Of Property					COURT ST LAND ACQ - 1016 COURT ST				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
11202024 Total:		4,840.00							
Pratt, Nicole Total:		4,840.00							
Puritan Springs Water 10766 *** 1523786	11/21/2024	4.94	0.00	12/13/2024				No	0
100-990-569000 Other Contractual Service	WATER DISPENSER @ CITY HALL - 10/25-11/21/24								
1523786 Total:		4.94							
Puritan Springs Water Tota		4.94							
R.N.O.W. Inc 14468 202472991	11/27/2024	565.00	0.00	12/13/2024				No	0
223-023-534000 Automotive Expense	EXCEL RETURN FILTER ELEMENT, 2 CT - SW13								
202472991 Total:		565.00							
202473030	12/4/2024	444.12	0.00	12/13/2024				No	0
223-023-534000 Automotive Expense	SUCTION FILTERS/THROTTLE SWITCH - SW12/13								
202473030 Total:		444.12							
R.N.O.W. Inc Total:		1,009.12							
Rademaker, Josh 13326 EXPENSE-1124	12/10/2024	59.00	0.00	12/13/2024				No	0
100-034-519000 Training And Education	CONFINED SPACE TECH RE-TEST - 11/21/24								
EXPENSE-1124 Total:		59.00							
Rademaker, Josh Total:		59.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
Ragan Communications, Inc 10533									
30404	5/30/2024	763.88	0.00	12/13/2024				No	0
100-034-555000 Radio Expense				MONTHLY SMR CHARGES - 05/31-06/29/24					
30404 Total:		763.88							
31073	11/25/2024	120.00	0.00	12/13/2024				No	0
100-034-555000 Radio Expense				RENEW FCC RADIO LICENSE					
31073 Total:		120.00							
31100	11/27/2024	763.88	0.00	12/13/2024				No	0
100-034-555000 Radio Expense				MONTHLY SMR CHARGES - 11/30-12/30/24					
31100 Total:		763.88							
Ragan Communications, In		1,647.76							
River City Roofing Co, Inc 13293									
48261	11/27/2024	3,000.00	0.00	12/13/2024				No	0
100-068-534200 Buildings And Grounds Rep				ROOF HATCH REPLACEMENT @ CITY HALL					
48261 Total:		3,000.00							
River City Roofing Co, Inc		3,000.00							
Roanoke Concrete Products Co 10553									
256356	11/27/2024	3,550.00	0.00	12/13/2024				No	0
231-030-564000 Sewer Maintenance/Improvements				FLOWABLE FOR SEWER REPAIR @ 1019 AUGUSTA					
256356 Total:		3,550.00							
Roanoke Concrete Product		3,550.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Rush Truck Centers of Illinois, Inc									
12346									
3039633816	11/21/2024	76.72	0.00	12/13/2024				No	0
100-032-534000 Automotive Expense			PRESSURE VALVE - STREET 407						
3039633816 Total:		76.72							
Rush Truck Centers of Illin		76.72							
Safety-Kleen Systems, Inc									
10560									
95817814	11/20/2024	408.13	0.00	12/13/2024				No	0
699-069-522400 General Supplies			SOLVENT						
95817814 Total:		408.13							
95817815	11/20/2024	190.03	0.00	12/13/2024				No	0
100-032-522400 General Supplies			SOLVENT/PARTS WASH						
95817815 Total:		190.03							
Safety-Kleen Systems, Inc		598.16							
Schwartz Electric									
10579									
19149	12/6/2024	2,536.94	0.00	12/13/2024				No	0
100-032-569000 Other Contractual Service			JULIE LOCATES - 11/20-12/03/24						
19149 Total:		2,536.94							
19150	12/6/2024	612.50	0.00	12/13/2024				No	0
100-032-534400 Equipment Repairs			INSTALL LED FIXTURE @ 2209 DOMINION AVE						
19150 Total:		612.50							
19151	12/6/2024	115.00	0.00	12/13/2024				No	0
100-032-534400 Equipment Repairs			INSTALL LED STR LGT BULB @ 400 MARGARET						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	19151 Total:	115.00							
	Schwartz Electric Total:	3,264.44							
Seico, Inc 10587 67943	12/5/2024	625.00	0.00	12/13/2024				No	0
100-068-534200 Buildings And Grounds Rep					TROUBLESHOOT WATER FLOW FOR FIRE ALARMS				
	67943 Total:	625.00							
	Seico, Inc Total:	625.00							
SG Screen Graphics 11875 6172	7/9/2024	137.00	0.00	12/13/2024				No	0
100-034-518900 Uniform Allowance					DUTY SHIRTS FOR NEW HIRES				
	6172 Total:	137.00							
	SG Screen Graphics Total:	137.00							
SHI International Corp 12297 B18737121	8/26/2024	2,550.00	0.00	12/13/2024				No	0
100-009-538000 Maintenance Agreements					EMAIL FILTERING SOFTWARE MAINTENANCE				
	B18737121 Total:	2,550.00							
B18748661	8/28/2024	571.97	0.00	12/13/2024				No	0
100-009-599802 Computer Hardware					MONITOR STANDS, 7 CT				
	B18748661 Total:	571.97							
	SHI International Corp Tot	3,121.97							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Stephens Striping & Signs LLC									
15325									
1683	11/1/2024	925.00	0.00	12/13/2024	DERB-CNST	expense		No	0
277-277-584009 General Public Improvements			TOUCH-UP PARK'G LOTS STRIPING - DERBY PROJ						
1683 Total:		925.00							
Stephens Striping & Signs L		925.00							
TargetSolutions Learning, LLC									
15091									
INV107873	12/31/2024	5,789.50	0.00	12/13/2024				No	0
100-034-538000 Maintenance Agreements			VECTOR SCHEDULING/MAINTENANCE FEE						
INV107873 Total:		5,789.50							
TargetSolutions Learning, L		5,789.50							
Tazewell & Peoria Railroad, Inc									
14263									
*** 21TZPR01R210	11/11/2024	4,589.00	0.00	12/13/2024	CSP3-RAIL	contr		No	0
231-033-580600 Sewer Construction			RR REVIEW/PROJ MGMT FOR CSO PROJECT						
21TZPR01R210402 Total:		4,589.00							
Tazewell & Peoria Railroad		4,589.00							
Tazewell County Highway Department									
11549									
*** 0905004	12/9/2024	200.00	0.00	12/13/2024				No	0
100-007-569000 Other Contractual Service			ANN'L BRIDGE INSPECTION - 0905004 (BROADWAY)						
0905004 Total:		200.00							
0906089	12/9/2024	200.00	0.00	12/13/2024				No	0
100-007-569000 Other Contractual Service			ANN'L BRIDGE INSPECTION - 0906089 (SHERIDAN)						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	0906089 Total:	200.00							
	Tazewell County Highway	400.00							
TCI Companies, Inc 10661 W90194	11/25/2024	250.00	0.00	12/13/2024				No	0
100-793-569000 Other Contractual Service				LOCATE SEWER LATERAL @ 1019 AUGUSTA ST					
	W90194 Total:	250.00							
	TCI Companies, Inc Total:	250.00							
The Greenhouse Flower Shoppe 11022 2155	11/22/2024	82.50	0.00	12/13/2024				No	0
100-005-597900 Employee Recognition				SYMPATHY PLANT - DS FATHER					
	2155 Total:	82.50							
	The Greenhouse Flower Sh	82.50							
Thouvenot, Wade & Moerchen, Inc 14645 88176	10/29/2024	676.75	0.00	12/13/2024	ADA1-PLAN	engr		No	0
445-041-561200 Engineering Fees				ADA AUDIT PER CONSENT DECREE - THRU 10/18/24					
	88176 Total:	676.75							
88700	11/25/2024	553.50	0.00	12/13/2024	ADA1-PLAN	engr		No	0
445-041-561200 Engineering Fees				ADA AUDIT PER CONSENT DECREE - THRU 11/15/24					
	88700 Total:	553.50							
	Thouvenot, Wade & Moerc	1,230.25							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Topless Tree Service									
14332									
3248	12/5/2024	2,962.50	0.00	12/13/2024				No	0
100-032-536000	Tree Removal / Replacemen		RMV TREES @ 629 WASHINGTON & 7TH - 12/04/24						
	3248 Total:	2,962.50							
	Topless Tree Service Total:	2,962.50							
Truck Centers, Inc									
10664									
F14044828001	11/21/2024	945.43	0.00	12/13/2024				No	0
100-032-534000	Automotive Expense		EXHAUST RECIRCULATION VALVE - STREET 430						
	F14044828001 Total:	945.43							
F14044872801	11/27/2024	276.12	0.00	12/13/2024				No	0
223-023-534000	Automotive Expense		WATER PUMP - SW16						
	F14044872801 Total:	276.12							
F14044872901	11/27/2024	457.22	0.00	12/13/2024				No	0
223-026-534000	Automotive Expense		BRAKE SHOE/SLACK ADJUSTOR - RC1						
	F14044872901 Total:	457.22							
F14044873001	11/27/2024	962.21	0.00	12/13/2024				No	0
223-023-534000	Automotive Expense		NITROGEN OXIDE SENSOR - SW22						
	F14044873001 Total:	962.21							
R14008357301	10/17/2024	191.52	0.00	12/13/2024				No	0
501-501-534000	Automotive Expense		REPAIRS FOR BUS 1937						
	R14008357301 Total:	191.52							
	Truck Centers, Inc Total:	2,832.50							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number			Description				Reference		
Uftring Auto Group 10829									
174206FOW	11/25/2024	433.04	0.00	12/13/2024				No	0
100-034-534000 Automotive Expense					MIRROR - RESCUE 2				
174206FOW Total:		433.04							
174318FOW	11/27/2024	44.37	0.00	12/13/2024				No	0
100-032-534000 Automotive Expense					SHIFTER PARTS - STREET 420				
174318FOW Total:		44.37							
174337FOW	11/29/2024	168.43	0.00	12/13/2024				No	0
100-032-534000 Automotive Expense					SHIFTER PARTS - STREET 420				
174337FOW Total:		168.43							
Uftring Auto Group Total:		645.84							
Vercara, LLC 14954									
*** 60945	11/30/2024	210.35	0.00	12/13/2024				No	0
100-009-538000 Maintenance Agreements					DNS SERVICES - OCT 2024				
*** 60945	11/30/2024	207.60	0.00	12/13/2024				No	0
100-009-538000 Maintenance Agreements					DNS SERVICES - NOV 2024				
60945 Total:		417.95							
Vercara, LLC Total:		417.95							
Verizon 14122									
9979490828	11/23/2024	123.28	0.00	12/13/2024				No	0
100-009-550300 Telephone					#642002075-01 - PPD SPECIAL SVC - 10/24-11/23/24				
9979490828 Total:		123.28							
9979490830	11/23/2024	1,201.52	0.00	12/13/2024				No	0
100-009-550300 Telephone					#642002075-03 - FIRE DEPT CELL - 10/24-11/23/24				

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
9979490830 Total:		1,201.52							
Verizon Total:		1,324.80							
Verizon Connect Fleet USA LLC									
12701									
366000063401	11/1/2024	1,524.85	0.00	12/13/2024				No	0
100-009-529500 AVL Equipment		AVL CITY EQUIPMENT & VEHICLES - 10/01-10/31/24							
366000063401 Total:		1,524.85							
612000066366	12/2/2024	1,524.85	0.00	12/13/2024				No	0
100-009-529500 AVL Equipment		AVL CITY EQUIPMENT & VEHICLES - 11/01-11/30/24							
612000066366 Total:		1,524.85							
Verizon Connect Fleet USA		3,049.70							
Will Harms Co, Inc									
10706									
*** 37805	11/27/2024	14.85	0.00	12/13/2024				No	0
231-029-520200 Office Supplies		2025 DESK CALENDARS							
*** 37805	11/27/2024	14.85	0.00	12/13/2024				No	0
223-023-520200 Office Supplies		2025 DESK CALENDARS							
*** 37805	11/27/2024	30.99	0.00	12/13/2024				No	0
100-006-520200 Office Supplies		2025 DESK CALENDARS							
*** 37805	11/27/2024	11.45	0.00	12/13/2024				No	0
100-007-520200 Office Supplies		2025 DESK CALENDARS							
*** 37805	11/27/2024	9.05	0.00	12/13/2024				No	0
100-001-520200 Office Supplies		2025 DESK CALENDARS							
*** 37805	11/27/2024	10.79	0.00	12/13/2024				No	0
100-793-520200 Office Supplies		2025 DESK CALENDARS							
*** 37805	11/27/2024	18.39	0.00	12/13/2024				No	0
100-004-520200 Office Supplies		2025 DESK CALENDARS							
*** 37805	11/27/2024	9.39	0.00	12/13/2024				No	0
100-005-520200 Office Supplies		2025 DESK CALENDARS							

Accounts Payable

To Be Paid Proof List

User: cmbodine@ci.pekin.il.us
Printed: 12/20/2024 - 9:34AM
Batch: 00020.12.2024 - CMB_2024-12-19_IL DEPT OF REV 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 Revenue									
10298									
0254248624	12/19/2024	275.00	0.00	12/19/2024	No				
525-000-218800 Sales Tax Payable		NOV 2024 AIRPRT FUEL SALES TAX ACCT 3978-6463							
0254248624 Total:		275.00							
Illinois Department of Rev		275.00							
Report Total:		275.00							

Accounts Payable

To Be Paid Proof List

User: cmbodine@ci.pekin.il.us
Printed: 12/19/2024 - 9:15AM
Batch: 00009.12.2024 - CMB_2024-12-20



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				
AAA Certified Confidential Security Corp									
10891									
111338	11/30/2024	44.40	0.00	12/20/2024				No	0
100-761-569000	Other Contractual Service		CONFIDENTIAL MAT'L DISPOSAL - PPD - NOV 2024						
	111338 Total:	44.40							
	AAA Certified Confidentia	44.40							
Advance Auto Parts									
12965									
5146433820735	12/3/2024	71.76	0.00	12/20/2024				No	0
699-069-534000	Automotive Expense		BRAKE CLEANER, 24 CT - VMF						
	5146433820735 Total:	71.76							
5146433860294	12/3/2024	9.55	0.00	12/20/2024				No	0
223-023-534000	Automotive Expense		LIGHT - SW16						
	5146433860294 Total:	9.55							
5146433932061	12/4/2024	22.84	0.00	12/20/2024				No	0
100-032-534000	Automotive Expense		OIL FILTER - STREET 422						
	5146433932061 Total:	22.84							
5146434132123	12/6/2024	57.10	0.00	12/20/2024				No	0
100-034-534000	Automotive Expense		COOLANT - LADDER 2						
	5146434132123 Total:	57.10							

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number			Description				Reference		
5146434420978	12/9/2024	11.05	0.00	12/20/2024				No	0
699-069-534000 Automotive Expense				REPAIR/SAND KIT - VMF					
5146434420978 Total:		11.05							
5146434432282	12/9/2024	11.05	0.00	12/20/2024				No	0
699-069-534000 Automotive Expense				REPAIR/SAND KIT - VMF					
5146434432282 Total:		11.05							
Advance Auto Parts Total:		183.35							
Alexis Fire Equipment 11112									
78546IN	12/3/2024	41.40	0.00	12/20/2024				No	0
100-034-534000 Automotive Expense				TRUCK REPAIRS					
78546IN Total:		41.40							
78555IN	12/6/2024	3,532.48	0.00	12/20/2024				No	0
100-034-534000 Automotive Expense				TRUCK REPAIR					
78555IN Total:		3,532.48							
Alexis Fire Equipment Tota		3,573.88							
All Small Engines N More LLC 13945									
7089	11/25/2024	396.00	0.00	12/20/2024				No	0
501-501-557200 License And Inspection Fees				INSPECTIONS/CERTIFICATIONS FOR 6 BUSES					
7089 Total:		396.00							
7097	12/2/2024	66.00	0.00	12/20/2024				No	0
501-501-557200 License And Inspection Fees				INSPECTION/CERTIFICATION - BUS 1926					
7097 Total:		66.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	All Small Engines N More	462.00							
Allegra Print & Imaging 10016									
*** 70662	7/29/2024	31.00	0.00	12/20/2024				No	0
100-761-551000 Printing And Publications					BUSINESS CARDS, 250 CT - PB				
*** 70662	7/29/2024	31.00	0.00	12/20/2024				No	0
100-761-551000 Printing And Publications					BUSINESS CARDS, 250 CT - SR				
*** 70662	7/29/2024	52.00	0.00	12/20/2024				No	0
100-761-551000 Printing And Publications					BUSINESS CARDS, 500 CT - OFFICERS				
70662 Total:		114.00							
71240	12/13/2024	72.20	0.00	12/20/2024				No	0
208-208-597700 Sponsorships					MERRY & BRIGHT AWARD SIGNS, 4 CT				
71240 Total:		72.20							
71359	12/10/2024	26.00	0.00	12/20/2024				No	0
231-031-551000 Printing And Publications					BUSINESS CARDS, 250 CT - CS				
71359 Total:		26.00							
71393	12/10/2024	538.28	0.00	12/20/2024				No	0
100-006-551000 Printing And Publications					FLIP & SEAL WINDOW ENVELOPES, 1500 CT				
71393 Total:		538.28							
Allegra Print & Imaging To		750.48							
Amazon Capital Services, Inc 10020									
17G4PJQDPHT1	11/1/2024	172.17	0.00	12/20/2024				No	0
223-023-534000 Automotive Expense					BACK-UP CAMERA - SW				
17G4PJQDPHT1 Total:		172.17							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
	Amazon Capital Services, I	172.17							
Ameren Illinois 10021									
*** 4110903047	12/4/2024	336.45	0.00	12/20/2024				No	0
231-031-550100 Utilities					1508 EDGEWATER DR - 11/01-12/01/24				
4110903047 Total:		336.45							
*** 9720046000	12/3/2024	7,716.38	0.00	12/20/2024				No	0
231-031-550100 Utilities					606 S FRONT ST - 11/01-12/01/24				
9720046000 Total:		7,716.38							
Ameren Illinois Total:		8,052.83							
American Water 12288									
4000295751	12/1/2024	1,036.00	0.00	12/20/2024				No	0
231-029-560701 American Water Consmptn Repts					MONTHLY USAGE - 11/02-11/23/24				
4000295751 Total:		1,036.00							
American Water Total:		1,036.00							
AMP Companies, Inc 15252									
244741	12/10/2024	2,476.26	0.00	12/20/2024				No	0
100-068-534200 Buildings And Grounds Rep					BOAT RAMP LIGHT POLE REPAIRS - 12/06/24				
244741 Total:		2,476.26							
AMP Companies, Inc Tota		2,476.26							

Axon Enterprise, Inc

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
10631									
INUS300958A	11/27/2024	275,904.22	0.00	12/20/2024				No	0
100-761-538000 Maintenance Agreements					ANNUAL RENEWAL - RES. 212-24/25				
INUS300958A Total:		275,904.22							
Axon Enterprise, Inc Total:		275,904.22							
Beck Oil Company of Illinois									
14623									
113024	12/3/2024	154.00	0.00	12/20/2024				No	0
100-761-534000 Automotive Expense					MONTHLY SQUAD WASHES - NOV 2024				
113024 Total:		154.00							
Beck Oil Company of Illino		154.00							
Blue Cardinal Chemical, LLC									
11098									
15420	12/9/2024	520.77	0.00	12/20/2024				No	0
231-031-522200 Chemical Supplies					CHEMICALS FOR PLANT				
15420 Total:		520.77							
Blue Cardinal Chemical, LL		520.77							
Brightspeed Communications, LLC									
10111									
*** 304025584	11/10/2024	194.71	0.00	12/20/2024				No	0
100-009-550300 Telephone					FIRE LINES STATION 2 & 3 - 11/10-12/09/24				
304025584 Total:		194.71							
*** 304062244	11/25/2024	52.30	0.00	12/20/2024				No	0
100-009-550300 Telephone					FIRE PAGER LINE - 11/25-12/24/24				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
304062244	Total:	52.30							
Brightspeed Communicatio	247.01								
Bushue Background Screening 13292									
PEKINBUS241130	11/30/2024	180.00	0.00	12/20/2024				No	0
501-501-569000 Other Contractual Service					NEW EMP BACKGROUND CHECKS - BUS DEPT				
PEKINBUS241130	Total:	180.00							
Bushue Background Screen	180.00								
Carmody Lawn Services, Inc 14930									
9278	12/4/2024	135.00	0.00	12/20/2024				No	0
100-068-534200 Buildings And Grounds Rep					VET CEMETERY MOWING - 11/12/24				
9278	Total:	135.00							
Carmody Lawn Services, In	135.00								
Centre State International Trucks, Inc 10109									
01P90019	12/3/2024	109.95	0.00	12/20/2024				No	0
100-032-534000 Automotive Expense					BRAKE SHOE KIT - STREET 422				
01P90019	Total:	109.95							
01P90048	12/4/2024	324.43	0.00	12/20/2024				No	0
100-032-534000 Automotive Expense					ABS SYSTEM - STREET 401				
01P90048	Total:	324.43							
01P90078	12/5/2024	-48.60	0.00	12/20/2024				No	0
100-032-534000 Automotive Expense					BRAKE SHOE KIT - RETURN CREDIT				

AP-To Be Paid Proof List (12/19/2024 - 9:15 AM)

*** 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				
01P90078 Total:		-48.60							
01P90128	12/9/2024	238.12	0.00	12/20/2024				No	0
501-501-534000 Automotive Expense			GASKET/CLAMP - BUS 1911						
01P90128 Total:		238.12							
Centre State International T		623.90							
Cintas Corporation									
10115									
4213716614	12/5/2024	114.64	0.00	12/20/2024				No	0
699-069-569000 Other Contractual Service			VMF UNIFORM CLEANING						
4213716614 Total:		114.64							
Cintas Corporation Total:		114.64							
Comcast Business Communications, LLC									
14903									
*** 203130107121	11/26/2024	41.79	0.00	12/20/2024				No	0
501-501-569000 Other Contractual Service			CABLE FOR BUS DEPT - 12/01-12/31/24						
203130107121 Total:		41.79							
*** 203130447667	12/4/2024	220.85	0.00	12/20/2024				No	0
100-032-569000 Other Contractual Service			2820 COURT ST TRF CAM - 12/11/24-01/10/25						
203130447667 Total:		220.85							
*** 203130449291	12/1/2024	134.85	0.00	12/20/2024				No	0
100-032-569000 Other Contractual Service			1340 PARK AVE TRF CAM - 12/08/24-01/07/25						
203130449291 Total:		134.85							
*** 203130641400	12/1/2024	134.85	0.00	12/20/2024				No	0
100-032-569000 Other Contractual Service			2600 S 2ND ST TRF CAM - 12/06/24-01/05/25						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	203130641400 Total:	134.85							
	Comcast Business Commu	532.34							
Conway Shield, Inc 14482									
530306	12/8/2024	555.39	0.00	12/20/2024				No	0
100-034-529000 Equipment				NAME BADGES					
	530306 Total:	555.39			G/L corrected to 100-034-522400 (General Supplies)		CMB 2025-01-08		
530455	12/11/2024	92.50	0.00	12/20/2024				No	0
100-034-529000 Equipment				NAME TAGS					
	530455 Total:	92.50			G/L corrected to 100-034-522400 (General Supplies)		CMB 2025-01-08		
530473	12/12/2024	392.50	0.00	12/20/2024				No	0
100-034-529000 Equipment				NOMEX HOOD					
	530473 Total:	392.50							
	Conway Shield, Inc Total:	1,040.39							
Cook and Sons Autobody Inc 11398									
B7249706	8/30/2024	1,137.19	0.00	12/20/2024				No	0
695-093-518133 Claims Paid / Police Prot				INSURANCE REPAIR - CODE ENFORCEMENT 2216					
	B7249706 Total:	1,137.19							
E42F3597	9/6/2024	351.67	0.00	12/20/2024				No	0
695-093-518133 Claims Paid / Police Prot				INSURANCE REPAIR - CODE ENFORCEMENT 2220					
	E42F3597 Total:	351.67							
	Cook and Sons Autobody I	1,488.86							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
Cross Implement Inc 10141									
324976	11/26/2024	906.66	0.00	12/20/2024				No	0
100-032-534000 Automotive Expense					ALTERNATOR FOR TYMCO STREET SWEEPER				
324976 Total:		906.66							
Cross Implement Inc Total		906.66							
Dropbox, Inc 15326									
3700058	11/20/2024	10,500.00	0.00	12/20/2024				No	0
100-009-599801 Computer Software					DROPBOX ENT USERS X 35 - 11/2024 THRU 11/2025				
3700058 Total:		10,500.00							
Dropbox, Inc Total:		10,500.00							
Firstech, Inc 12035									
*** 15007	11/29/2024	37.50	0.00	12/20/2024				No	0
231-029-569000 Other Contractual Service					MONTHLY MAINTENANCE FEE - NOV 2024				
*** 15007	11/29/2024	37.50	0.00	12/20/2024				No	0
223-023-569000 Other Contractual Service					MONTHLY MAINTENANCE FEE - NOV 2024				
15007 Total:		75.00							
Firstech, Inc Total:		75.00							
GateHouse Media Illinois Holdings, Inc 14577									
6809895	11/30/2024	57.00	0.00	12/20/2024				No	0
100-004-551000 Printing And Publications					ELECTION PETITION NOTICE - 11/07/24				
6809895 Total:		57.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
	GateHouse Media Illinois H	57.00							
Gathman Ag, Inc 14871									
1962	11/29/2024	147.00	0.00	12/20/2024				No	0
100-032-534000 Automotive Expense					INSPECTIONS - STREET DEPT DUMP TRUCKS				
1962 Total:		147.00							
Gathman Ag, Inc Total:		147.00							
Gem City Tires, Inc 12935									
47999	12/5/2024	2,353.76	0.00	12/20/2024				No	0
501-501-534000 Automotive Expense					TIRES - BUS 1101/1940				
47999 Total:		2,353.76							
Gem City Tires, Inc Total:		2,353.76							
Glendale Parade Store LLC 15331									
543718A	12/2/2024	781.30	0.00	12/20/2024	FED1-FORT	expense		No	0
100-763-592901 Federal Forfeiture Expense					HONOR GUARD EQUIPMENT				
543718A Total:		781.30							
Glendale Parade Store LLC		781.30							
Hall, Lory 14690									
*** EXPENSE-112:	12/13/2024	60.00	0.00	12/20/2024				No	0
501-501-557200 License And Inspection Fees					CDL REIMBURSEMENT - 11/22/24				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	EXPENSE-1124 Total:	60.00							
	Hall, Lory Total:	60.00							
Hanson Professional Services Inc 10248									
ARIV1011068	12/9/2024	1,086.46	0.00	12/20/2024	CT8T-00oV	contr		No	0
100-007-569000 Other Contractual Service					STRUCTURAL FNDN DESIGN FOR COURT ST SIGN				
	ARIV1011068 Total:	1,086.46							
	Hanson Professional Servic	1,086.46							
Heart Technologies, Inc 12949									
38006915	12/2/2024	5,567.82	0.00	12/20/2024				No	0
100-009-550300 Telephone					PHONE LEASE				
	38006915 Total:	5,567.82							
	Heart Technologies, Inc To	5,567.82							
Henderson, Cheryl 15330									
EXPENSE-0824	12/16/2024	50.00	0.00	12/20/2024				No	0
501-501-557200 License And Inspection Fees					CDL REIMBURSEMENT - 08/23/24				
	EXPENSE-0824 Total:	50.00							
	Henderson, Cheryl Total:	50.00							
Herr Petroleum Corporation 12712									
*** D42247	12/12/2024	14,838.91	0.00	12/20/2024				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
699-000-160100 Fuel Inventory				DIESEL - 5001 GAL @ 2.97/GAL					
*** D42247	12/12/2024	5,359.15	0.00	12/20/2024				No	0
699-000-160100 Fuel Inventory				REG N/L - 2000 GAL @ 2.68/GAL					
D42247 Total:		20,198.06							
*** D42562	12/3/2024	13,023.85	0.00	12/20/2024				No	0
699-000-160100 Fuel Inventory				DIESEL - 4500 GAL @ 2.89/GAL					
*** D42562	12/3/2024	6,116.44	0.00	12/20/2024				No	0
699-000-160100 Fuel Inventory				REG N/L - 2500 GAL @ 2.45/GAL					
D42562 Total:		19,140.29							
Herr Petroleum Corporatio		39,338.35							
i3 Broadband, LLC									
12074									
38730141	12/1/2024	6,799.09	0.00	12/20/2024				No	0
100-007-550300 Telephone				ACCT 423267 - PHONE/INTERNET - 12/01-12/31/24					
38730141 Total:		6,799.09							
i3 Broadband, LLC Total:		6,799.09							
Illinois American Water Company									
10291									
*** 210000997451	12/5/2024	83.49	0.00	12/20/2024				No	0
100-068-550100 Utilities				FIRE STATION #2 - 11/05-12/03/24					
210000997451 Total:		83.49							
*** 210001081786	12/5/2024	19.55	0.00	12/20/2024				No	0
100-068-550100 Utilities				7TH ST YD HYDRANT - 11/06-12/04/24					
210001081786 Total:		19.55							
*** 210002547388	12/9/2024	85.04	0.00	12/20/2024				No	0
100-068-550100 Utilities				272 DERBY ST FIRE STATION #3 - 11/07-12/05/24					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
210002547388	Total:	85.04							
*** 210003041258	12/9/2024	18.54	0.00	12/20/2024				No	0
100-068-550100	Utilities				1118 DERBY ST YD HYDRANT - 11/08-12/06/24				
210003041258	Total:	18.54							
*** 210003090717	12/9/2024	64.05	0.00	12/20/2024				No	0
100-068-550100	Utilities				1208 KOCH ST STREET DEPT - 11/08-12/06/24				
210003090717	Total:	64.05							
Illinois American Water Co		270.67							
Illinois Central College 10293									
2253PEKINFIRE	12/5/2024	3,840.00	0.00	12/20/2024				No	0
100-034-519000	Training And Education				CON'T EDUCATION - TB/AC/TD/NS				
2253PEKINFIRE	Total:	3,840.00							
Illinois Central College Tot		3,840.00							
Illinois Oil Marketing Equipment, Inc 10313									
56228	12/10/2024	391.46	0.00	12/20/2024				No	0
100-068-534400	Equipment Repairs				HANDLE/BREAKAWAY VALVE FOR FUEL PUMPS				
56228	Total:	391.46							
Illinois Oil Marketing Equi		391.46							
Innovative Medical Therapies LLC 11358									
5000	10/18/2024	150.00	0.00	12/20/2024				No	0
501-501-559000	Medical Expense/supplies				ANNUAL PHYSICAL & DRUG SCREEN				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	5000 Total:	150.00							
*** 5001	10/18/2024	150.00	0.00	12/20/2024				No	0
501-501-559000	Medical Expense/supplies			ANNUAL PHYSICAL & DRUG SCREEN					
	5001 Total:	150.00							
5002	10/18/2024	150.00	0.00	12/20/2024				No	0
501-501-559000	Medical Expense/supplies			ANNUAL PHYSICAL & DRUG SCREEN					
	5002 Total:	150.00							
5003	10/17/2024	150.00	0.00	12/20/2024				No	0
501-501-559000	Medical Expense/supplies			ANNUAL PHYSICAL & DRUG SCREEN					
	5003 Total:	150.00							
5004	10/14/2024	150.00	0.00	12/20/2024				No	0
501-501-559000	Medical Expense/supplies			ANNUAL PHYSICAL & DRUG SCREEN					
	5004 Total:	150.00							
5005	10/14/2024	150.00	0.00	12/20/2024				No	0
501-501-559000	Medical Expense/supplies			ANNUAL PHYSICAL & DRUG SCREEN					
	5005 Total:	150.00							
5006	10/15/2024	150.00	0.00	12/20/2024				No	0
501-501-559000	Medical Expense/supplies			ANNUAL PHYSICAL & DRUG SCREEN					
	5006 Total:	150.00							
5007	10/15/2024	150.00	0.00	12/20/2024				No	0
501-501-559000	Medical Expense/supplies			ANNUAL PHYSICAL & DRUG SCREEN					
	5007 Total:	150.00							
5008	11/11/2024	150.00	0.00	12/20/2024				No	0
501-501-559000	Medical Expense/supplies			ANNUAL PHYSICAL & DRUG SCREEN					
	5008 Total:	150.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
5009	11/11/2024	150.00	0.00	12/20/2024				No	0
501-501-559000 Medical Expense/supplies	ANNUAL PHYSICAL & DRUG SCREEN								
5009 Total:		150.00							
5011	11/8/2024	150.00	0.00	12/20/2024				No	0
501-501-559000 Medical Expense/supplies	ANNUAL PHYSICAL & DRUG SCREEN								
5011 Total:		150.00							
5012	11/25/2024	150.00	0.00	12/20/2024				No	0
501-501-559000 Medical Expense/supplies	ANNUAL PHYSICAL & DRUG SCREEN								
5012 Total:		150.00							
5013	11/5/2024	150.00	0.00	12/20/2024				No	0
501-501-559000 Medical Expense/supplies	ANNUAL PHYSICAL & DRUG SCREEN								
5013 Total:		150.00							
5014	11/5/2024	150.00	0.00	12/20/2024				No	0
501-501-559000 Medical Expense/supplies	ANNUAL PHYSICAL & DRUG SCREEN								
5014 Total:		150.00							
Innovative Medical Therap		2,100.00							
International Assoc. of Arson Investigators (IAAI)									
12601									
117837	12/2/2024	600.00	0.00	12/20/2024				No	0
100-034-551600 Dues And Subscriptions	IAAI DUES FOR CITY'S ARSON INVESTIGATORS								
117837 Total:		600.00							
International Assoc. of Ars		600.00							
Interstate Batteries of Central IL, Inc									
10330									
*** 20034347	11/15/2024	284.72	0.00	12/20/2024				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
100-032-534000 Automotive Expense									
*** 20034347	11/15/2024	617.70	0.00	12/20/2024				No	0
501-501-534000 Automotive Expense					BATTERIES - STREET 454/STOCK				
					BATTERIES - BUS 1913/STOCK				
20034347 Total:		902.42							
20034632	11/27/2024	308.85	0.00	12/20/2024				No	0
100-032-534000 Automotive Expense					BATTERIES - STREET 406				
20034632 Total:		308.85							
Interstate Batteries of Cent		1,211.27							
IWIRC									
10335									
414134	11/20/2024	74.00	0.00	12/20/2024				No	0
501-501-559000 Medical Expense/supplies					POST-ACCIDENT DRUG SCREEN - 11/11/24				
414134 Total:		74.00							
414248	11/20/2024	74.00	0.00	12/20/2024				No	0
501-501-559000 Medical Expense/supplies					POST-ACCIDENT DRUG SCREEN - 11/04/24				
414248 Total:		74.00							
414378	11/20/2024	125.00	0.00	12/20/2024				No	0
501-501-559000 Medical Expense/supplies					PRE-EMPLOY PHYSICAL/DRUG SCRIN - 11/15/24				
414378 Total:		125.00							
414388	11/20/2024	145.00	0.00	12/20/2024				No	0
501-501-559000 Medical Expense/supplies					EMPLOYEE PHYSICAL/DRUG SCREEN - 11/08/24				
414388 Total:		145.00							
414648	12/4/2024	72.00	0.00	12/20/2024				No	0
501-501-559000 Medical Expense/supplies					POST-ACCIDENT DRUG SCREEN - 11/21/24				
414648 Total:		72.00							
414787	12/4/2024	145.00	0.00	12/20/2024				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-EMPLOY PHYSICAL/DRUG SCRIN - 11/20/24				
414787 Total:		145.00							
IWIRC Total:		635.00							
JX Enterprises Inc 15148 4049052P	12/11/2024	700.29	0.00	12/20/2024				No	0
223-023-534000 Automotive Expense					PARTICULATE SENSOR - SW22				
4049052P Total:		700.29							
JX Enterprises Inc Total:		700.29							
Laser Electric, Inc 10367 SC27343J	12/5/2024	5,353.00	0.00	12/20/2024				No	0
100-032-569000 Other Contractual Service					JULIE ELECTRIC LOCATES - OCT 2024				
SC27343J Total:		5,353.00							
Laser Electric, Inc Total:		5,353.00							
Limelight Communications, Inc 15164 LL55685	12/5/2024	180.00	0.00	12/20/2024				No	0
570-570-598100 Public Relations					HOMETOWN VOICE ADS - DEC 2024				
LL55685 Total:		180.00							
Limelight Communications		180.00							
M.E.R.C. Construction Inc 14114									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
20245	11/19/2024	25,956.48	0.00	12/20/2024	ADA1-PLAN	contr		No	0
445-041-534900	Sidewalk Renovations			SIDEWALK/ADA RAMP REPLACEM'T - CAROLINE ST					
20245 Total:		25,956.48							
20246	11/19/2024	62,559.35	0.00	12/20/2024	ADA1-PLAN	contr		No	0
445-041-534900	Sidewalk Renovations			SIDEWALK/ADA RAMP REPLACEMENT					
20246 Total:		62,559.35							
20247	11/26/2024	31,159.46	0.00	12/20/2024	ADA1-PLAN	contr		No	0
445-041-534900	Sidewalk Renovations			SIDEWALK/ADA RAMP REPLACEMENT					
20247 Total:		31,159.46							
M.E.R.C. Construction Inc		119,675.29							
Malahee, Sabry 15329									
11152024	11/15/2024	8,000.00	0.00	12/20/2024	CT8T-00oV	land		No	0
445-041-580200	Purchase Of Property			COURT ST LAND ACQ - 1201 COURT ST					
11152024 Total:		8,000.00							
Malahee, Sabry Total:		8,000.00							
Masco Packaging & Industrial Supply 12969									
*** 167088IN	12/5/2024	2,200.00	0.00	12/20/2024				No	0
100-068-522400	General Supplies			8.5 X 11" COPY PAPER, 40 CASES					
*** 167088IN	12/5/2024	9.00	0.00	12/20/2024				No	0
100-068-522400	General Supplies			FREIGHT					
167088IN Total:		2,209.00							
Masco Packaging & Indust		2,209.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
May Welding Repair & Fabrication									
14112									
4882	12/4/2024	955.00	0.00	12/20/2024				No	0
100-032-534000 Automotive Expense			REPAIR TRUCK GATE - STREET 419						
4882 Total:		955.00							
May Welding Repair & Fab		955.00							
McDaniels Marketing									
10839									
INV12004	12/5/2024	375.00	0.00	12/20/2024				No	0
208-208-598100 Public Relations			TOURISM WEBSITE HOSTING - DEC 2024-FEB 2025						
INV12004 Total:		375.00							
INV12005	12/5/2024	500.00	0.00	12/20/2024				No	0
208-208-598100 Public Relations			TOURISM WEBSITE MAINTENANCE - DEC 2024						
INV12005 Total:		500.00							
McDaniels Marketing Tota		875.00							
McMillan, Sue									
10407									
EXPENSE-1224A	12/17/2024	19.00	0.00	12/20/2024				No	0
100-004-519000 Training And Education			CIMCO MEETING - 12/11/24 - PER DIEM						
EXPENSE-1224A Total:		19.00							
EXPENSE-1224B	12/17/2024	72.90	0.00	12/20/2024				No	0
100-004-519000 Training And Education			CIMCO MEETING - 12/11/24 - MILEAGE						
EXPENSE-1224B Total:		72.90							
McMillan, Sue Total:		91.90							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
Med Alliance Group, Inc 14385									
300044	12/2/2024	464.47	0.00	12/20/2024				No	0
100-034-522500	Emergency Medical Supplie			EMERGENCY MEDICAL SUPPLIES					
	300044 Total:	464.47							
	Med Alliance Group, Inc T	464.47							
Menards 10414									
92219	11/26/2024	67.96	0.00	12/20/2024				No	0
100-032-534000	Automotive Expense			RECEIVER HITCH - PUB PROP 2025 SILVERADO 2500					
	92219 Total:	67.96							
92838	12/5/2024	157.83	0.00	12/20/2024				No	0
100-034-522400	General Supplies			STATION SUPPLIES					
	92838 Total:	157.83							
92860	12/5/2024	6.54	0.00	12/20/2024				No	0
100-034-522400	General Supplies			STATION SUPPLY					
	92860 Total:	6.54							
92945	12/6/2024	25.10	0.00	12/20/2024				No	0
100-068-522400	General Supplies			CLEANING SUPPLIES - PUBLIC PROPERTY					
	92945 Total:	25.10							
93127	12/9/2024	52.75	0.00	12/20/2024				No	0
100-068-534200	Buildings And Grounds Rep			WATER SOFTENER SALT					
	93127 Total:	52.75							
93157	12/9/2024	8.92	0.00	12/20/2024				No	0
100-034-522400	General Supplies			STATION SUPPLIES					
	93157 Total:	8.92							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
93207	12/10/2024	115.74	0.00	12/20/2024				No	0
100-068-534200 Buildings And Grounds Rep				PAINT SUPPLIES					
93207 Total:		115.74							
93462	12/13/2024	16.44	0.00	12/20/2024				No	0
231-031-561300 Testing Fees And Expenses				WATER FOR LAB TESTING					
93462 Total:		16.44							
Menards Total:		451.28							
Middle America Government Consulting, Inc									
15230									
*** 3018A	12/14/2024	84.89	0.00	12/20/2024				No	0
525-525-569000 Other Contractual Service				FINANCE TEMP - 12/01-12/14/24					
*** 3018A	12/14/2024	84.89	0.00	12/20/2024				No	0
208-208-569000 Other Contractual Service				FINANCE TEMP - 12/01-12/14/24					
*** 3018A	12/14/2024	339.57	0.00	12/20/2024				No	0
270-270-569000 Other Contractual Service				FINANCE TEMP - 12/01-12/14/24					
*** 3018A	12/14/2024	339.57	0.00	12/20/2024				No	0
273-273-569000 Other Contractual Service				FINANCE TEMP - 12/01-12/14/24					
*** 3018A	12/14/2024	339.57	0.00	12/20/2024				No	0
275-275-569000 Other Contractual Service				FINANCE TEMP - 12/01-12/14/24					
*** 3018A	12/14/2024	424.46	0.00	12/20/2024				No	0
277-277-569000 Other Contractual Services				FINANCE TEMP - 12/01-12/14/24					
*** 3018A	12/14/2024	84.89	0.00	12/20/2024				No	0
570-570-569000 Other Contractual Service				FINANCE TEMP - 12/01-12/14/24					
*** 3018A	12/14/2024	424.46	0.00	12/20/2024				No	0
501-501-569000 Other Contractual Service				FINANCE TEMP - 12/01-12/14/24					
*** 3018A	12/14/2024	1,273.39	0.00	12/20/2024				No	0
231-029-569000 Other Contractual Service				FINANCE TEMP - 12/01-12/14/24					
*** 3018A	12/14/2024	1,273.39	0.00	12/20/2024				No	0
223-023-569000 Other Contractual Service				FINANCE TEMP - 12/01-12/14/24					
*** 3018A	12/14/2024	3,820.17	0.00	12/20/2024				No	0
100-006-569000 Other Contractual Service				FINANCE TEMP - 12/01-12/14/24					
3018A Total:		8,489.25							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
*** 3018B	12/14/2024	8.20	0.00	12/20/2024				No	0
525-525-569000 Other Contractual Service				LODGING - 12/02-12/05/24, 12/09-12/12/24					
*** 3018B	12/14/2024	8.20	0.00	12/20/2024				No	0
208-208-569000 Other Contractual Service				LODGING - 12/02-12/05/24, 12/09-12/12/24					
*** 3018B	12/14/2024	32.81	0.00	12/20/2024				No	0
270-270-569000 Other Contractual Service				LODGING - 12/02-12/05/24, 12/09-12/12/24					
*** 3018B	12/14/2024	32.81	0.00	12/20/2024				No	0
273-273-569000 Other Contractual Service				LODGING - 12/02-12/05/24, 12/09-12/12/24					
*** 3018B	12/14/2024	32.81	0.00	12/20/2024				No	0
275-275-569000 Other Contractual Service				LODGING - 12/02-12/05/24, 12/09-12/12/24					
*** 3018B	12/14/2024	41.01	0.00	12/20/2024				No	0
277-277-569000 Other Contractual Services				LODGING - 12/02-12/05/24, 12/09-12/12/24					
*** 3018B	12/14/2024	8.20	0.00	12/20/2024				No	0
570-570-569000 Other Contractual Service				LODGING - 12/02-12/05/24, 12/09-12/12/24					
*** 3018B	12/14/2024	41.01	0.00	12/20/2024				No	0
501-501-569000 Other Contractual Service				LODGING - 12/02-12/05/24, 12/09-12/12/24					
*** 3018B	12/14/2024	123.02	0.00	12/20/2024				No	0
231-029-569000 Other Contractual Service				LODGING - 12/02-12/05/24, 12/09-12/12/24					
*** 3018B	12/14/2024	123.02	0.00	12/20/2024				No	0
223-023-569000 Other Contractual Service				LODGING - 12/02-12/05/24, 12/09-12/12/24					
*** 3018B	12/14/2024	369.07	0.00	12/20/2024				No	0
100-006-569000 Other Contractual Service				LODGING - 12/02-12/05/24, 12/09-12/12/24					
3018B Total:		820.16							
*** 3018C	12/14/2024	4.07	0.00	12/20/2024				No	0
525-525-569000 Other Contractual Service				MILEAGE - 12/02/24, 12/05/24, 12/09/24, 12/12/24					
*** 3018C	12/14/2024	4.07	0.00	12/20/2024				No	0
208-208-569000 Other Contractual Service				MILEAGE - 12/02/24, 12/05/24, 12/09/24, 12/12/24					
*** 3018C	12/14/2024	16.29	0.00	12/20/2024				No	0
270-270-569000 Other Contractual Service				MILEAGE - 12/02/24, 12/05/24, 12/09/24, 12/12/24					
*** 3018C	12/14/2024	16.29	0.00	12/20/2024				No	0
273-273-569000 Other Contractual Service				MILEAGE - 12/02/24, 12/05/24, 12/09/24, 12/12/24					
*** 3018C	12/14/2024	16.29	0.00	12/20/2024				No	0
275-275-569000 Other Contractual Service				MILEAGE - 12/02/24, 12/05/24, 12/09/24, 12/12/24					
*** 3018C	12/14/2024	20.37	0.00	12/20/2024				No	0
277-277-569000 Other Contractual Services				MILEAGE - 12/02/24, 12/05/24, 12/09/24, 12/12/24					
*** 3018C	12/14/2024	4.07	0.00	12/20/2024				No	0
570-570-569000 Other Contractual Service				MILEAGE - 12/02/24, 12/05/24, 12/09/24, 12/12/24					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
*** 3018C	12/14/2024	20.37	0.00	12/20/2024				No	0
501-501-569000 Other Contractual Service					MILEAGE - 12/02/24, 12/05/24, 12/09/24, 12/12/24				
*** 3018C	12/14/2024	61.10	0.00	12/20/2024				No	0
231-029-569000 Other Contractual Service					MILEAGE - 12/02/24, 12/05/24, 12/09/24, 12/12/24				
*** 3018C	12/14/2024	61.10	0.00	12/20/2024				No	0
223-023-569000 Other Contractual Service					MILEAGE - 12/02/24, 12/05/24, 12/09/24, 12/12/24				
*** 3018C	12/14/2024	183.34	0.00	12/20/2024				No	0
100-006-569000 Other Contractual Service					MILEAGE - 12/02/24, 12/05/24, 12/09/24, 12/12/24				
3018C Total:		407.36							
Middle America Governme		9,716.77							
Midwest Transit Equipment, Inc 10421									
*** X10107292701	12/3/2024	-627.00	0.00	12/20/2024				No	0
501-501-534000 Automotive Expense					HEATER ASSEMBLY - WARRANTY CREDIT				
X10107292701 Total:		-627.00							
X10107377901	12/9/2024	610.32	0.00	12/20/2024				No	0
501-501-534000 Automotive Expense					CALIPER/ROTOR - BUS 1936				
X10107377901 Total:		610.32							
X10107384301	12/12/2024	305.52	0.00	12/20/2024				No	0
501-501-534000 Automotive Expense					BULBS/TAIL LIGHTS				
X10107384301 Total:		305.52							
X10107385401	12/12/2024	40.70	0.00	12/20/2024				No	0
501-501-534000 Automotive Expense					DOME LIGHT - BUS 1911				
X10107385401 Total:		40.70							
Midwest Transit Equipmen		329.54							
Millennia Professional Services of Illinois, LTD 11801									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
ME200220216	12/16/2024	76,348.50	0.00	12/20/2024	CT8T-00oV	engr		No	0
277-277-584009	General Public Improvements				COURT ST CONSTR ENGINEERING - 10/26-11/30/24				
ME200220216 Total:		76,348.50							
Millennia Professional Serv		76,348.50							
Pekin Animal Hospital, LTD									
10477									
1031365	11/27/2024	81.49	0.00	12/20/2024				No	0
100-761-592602	Canine Unit				K9 EXAM/VACCINES - SCOUT				
1031365 Total:		81.49							
Pekin Animal Hospital, LT		81.49							
Peoria Prints & Graphic Design									
15086									
4211	11/11/2024	180.00	0.00	12/20/2024				No	0
208-208-598505	Special Events				CHRISTMAS ON COURT POSTCARDS, 1500 CT				
4211 Total:		180.00							
Peoria Prints & Graphic De		180.00							
Polydyne Inc									
15310									
1886159	12/9/2024	7,590.00	0.00	12/20/2024				No	0
231-031-522200	Chemical Supplies				POLYMER FOR EQUIPMENT				
1886159 Total:		7,590.00							
Polydyne Inc Total:		7,590.00							
Rainbo Oil Company									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
10534									
9169295	11/27/2024	499.80	0.00	12/20/2024				No	0
501-501-534000 Automotive Expense				PRO DEF BULK					
9169295 Total:		499.80							
Rainbo Oil Company Total		499.80							
Rescued Heart Animal Hospital									
11595									
368156	12/9/2024	42.55	0.00	12/20/2024				No	0
100-761-592602 Canine Unit				K9 BOARDING - DRACO					
368156 Total:		42.55							
Rescued Heart Animal Hos		42.55							
Ruder, Bethanie									
13513									
EXPENSE-0924	12/13/2024	18.50	0.00	12/20/2024				No	0
695-095-516700 Wellness Program				GYM REIMBURSEMENT - SEP 2024					
EXPENSE-0924 Total:		18.50							
EXPENSE-1024	12/13/2024	22.00	0.00	12/20/2024				No	0
695-095-516700 Wellness Program				GYM REIMBURSEMENT - OCT 2024					
EXPENSE-1024 Total:		22.00							
EXPENSE-1124	12/13/2024	22.00	0.00	12/20/2024				No	0
695-095-516700 Wellness Program				GYM REIMBURSEMENT - NOV 2024					
EXPENSE-1124 Total:		22.00							
EXPENSE-1224	12/13/2024	22.00	0.00	12/20/2024				No	0
695-095-516700 Wellness Program				GYM REIMBURSEMENT - DEC 2024					
EXPENSE-1224 Total:		22.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Ruder, Bethanie Total:		84.50							
Rush Truck Centers of Illinois, Inc 12346									
*** 3036159898	2/21/2024	497.50	0.00	12/20/2024				No	0
100-032-534000 Automotive Expense				BRAKE DRUMS					
*** 3036159898	2/21/2024	497.50	0.00	12/20/2024				No	0
223-023-534000 Automotive Expense				BRAKE DRUMS					
3036159898 Total:		995.00							
3038918192	9/26/2024	830.62	0.00	12/20/2024				No	0
100-032-534000 Automotive Expense				SPRINGS - STREET 433					
3038918192 Total:		830.62							
3039734029	12/2/2024	153.66	0.00	12/20/2024				No	0
100-032-534000 Automotive Expense				BRAKE CHAMBER - STREET 401					
3039734029 Total:		153.66							
Rush Truck Centers of Illin		1,979.28							
SCBAS Inc 10570									
126406	12/3/2024	370.02	0.00	12/20/2024				No	0
100-034-534400 Equipment Repairs				SCBA REPAIR					
126406 Total:		370.02							
126407	12/3/2024	467.52	0.00	12/20/2024				No	0
100-034-534400 Equipment Repairs				SCBA REPAIR					
126407 Total:		467.52							
SCBAS Inc Total:		837.54							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
Schwartz Electric 10579									
18752	6/28/2024	2,434.60	0.00	12/20/2024				No	0
100-032-532000 Electronic Equipment Main					RPR DECORATIVE LIGHT WIRING - 200 BLK COURT				
18752 Total:		2,434.60							
Schwartz Electric Total:		2,434.60							
Seico, Inc 10587									
67485	11/18/2024	580.50	0.00	12/20/2024				No	0
100-068-534200 Buildings And Grounds Rep					ANNUAL FIRE ALARM INSPECTION - FIRE STN 1				
67485 Total:		580.50							
67486	11/18/2024	255.50	0.00	12/20/2024				No	0
100-068-534200 Buildings And Grounds Rep					ANNUAL FIRE ALARM INSPECTION - FIRE STN 2				
67486 Total:		255.50							
67487	11/18/2024	255.50	0.00	12/20/2024				No	0
100-068-534200 Buildings And Grounds Rep					ANNUAL FIRE ALARM INSPECTION - FIRE STN 3				
67487 Total:		255.50							
67794	12/1/2024	588.00	0.00	12/20/2024				No	0
100-068-534200 Buildings And Grounds Rep					ALARM MONITORING - DEC 2024 THRU NOV 2025				
67794 Total:		588.00							
Seico, Inc Total:		1,679.50							
State Chemical Solutions 15141									
903600959	12/12/2024	692.52	0.00	12/20/2024				No	0
231-031-522200 Chemical Supplies					CHEMICALS FOR PLANT				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
903600959 Total:		692.52							
State Chemical Solutions T		692.52							
Stewart, Nicole									
13588									
EXPENSE-1224A	12/17/2024	19.00	0.00	12/20/2024				No	0
100-004-519000 Training And Education			CIMCO MEETING - 12/11/24 - PER DIEM						
EXPENSE-1224A Total:		19.00							
EXPENSE-1224B	12/17/2024	73.50	0.00	12/20/2024				No	0
100-004-519000 Training And Education			CIMCO MEETING - 12/11/24 - MILEAGE						
EXPENSE-1224B Total:		73.50							
Stewart, Nicole Total:		92.50							
Stumpf, Susanne									
10623									
EXPENSE-1124	12/17/2024	64.78	0.00	12/20/2024				No	0
100-764-554300 Uniforms And Tools			UNIFORM PANTS - 11/23/24						
EXPENSE-1124 Total:		64.78							
Stumpf, Susanne Total:		64.78							
Supreme Radio Communications, Inc									
12353									
189065	12/6/2024	192.26	0.00	12/20/2024				No	0
100-761-534000 Automotive Expense			EQUIPMENT REMOVAL FROM SQUAD						
189065 Total:		192.26							
189099	12/6/2024	332.50	0.00	12/20/2024				No	0
100-761-524000 Lease/rental Of Equipment			UPFITTING NEW SQUADS						

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	189099 Total:	332.50							
	Supreme Radio Communica	524.76							
Tazewell County Recorder 11172									
12162024	12/16/2024	69.00	0.00	12/20/2024				No	0
231-029-593300 Lien Filing Fee					FILE 1/RELEASE ZERO WW LIENS				
	12162024 Total:	69.00							
	Tazewell County Recorder	69.00							
TCI Companies, Inc 10661									
W90771	12/8/2024	250.00	0.00	12/20/2024				No	0
231-030-564000 Sewer Maintenance/Improvements					SEWER CAMERA LATERAL @ 6 HAUSSLER CT				
	W90771 Total:	250.00							
	TCI Companies, Inc Total:	250.00							
The Municipal Clerks of Illinois 11061									
12122024	12/12/2024	75.00	0.00	12/20/2024				No	0
100-004-519000 Training And Education					MCI WINTER SEMINAR - 01/23-01/24/25 - NS				
	12122024 Total:	75.00							
	The Municipal Clerks of Il	75.00							
The Sign Shop 10601									
112224	11/22/2024	933.80	0.00	12/20/2024				No	0

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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						
100-761-524000 Lease/rental Of Equipment					UPFITTING NEW SQUADS				
112224 Total:		933.80							
12524	12/5/2024	4,240.00	0.00	12/20/2024				No	0
100-068-580401 Building Repair					BUILDING SIGN REPLACEMENT				
12524 Total:		4,240.00							
The Sign Shop Total:		5,173.80							
Topless Tree Service 14332									
3253	12/10/2024	2,650.00	0.00	12/20/2024				No	0
100-032-536000 Tree Removal / Replacemen					REMOVE 2 TREES @ 1101 S 4TH ST - 12/09/24				
3253 Total:		2,650.00							
3254	12/10/2024	1,375.00	0.00	12/20/2024				No	0
100-032-536000 Tree Removal / Replacemen					REMOVE TREE @ 120 POPLAR ST - 12/09/24				
3254 Total:		1,375.00							
Topless Tree Service Total:		4,025.00							
Tri Anchor Investments, LLC 14806									
12052024	12/5/2024	1,800.00	0.00	12/20/2024	CT8T-00oV	land		No	0
445-041-580200 Purchase Of Property					COURT ST LAND ACQ - 1100 COURT ST				
12052024 Total:		1,800.00							
Tri Anchor Investments, LL		1,800.00							
Truck Centers, Inc 10664									
F11085569501	12/4/2024	472.06	0.00	12/20/2024				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
223-023-534000 Automotive Expense					POWER TAKE-OFF ASSEMBLY				
F11085569501 Total:		472.06							
F14044911501	12/4/2024	942.79	0.00	12/20/2024				No	0
223-023-534000 Automotive Expense					NITROGEN SENSOR - SW13				
F14044911501 Total:		942.79							
F14044934501	12/5/2024	-87.50	0.00	12/20/2024				No	0
100-032-534000 Automotive Expense					EXHAUST VALVES - RETURN				
F14044934501 Total:		-87.50							
Truck Centers, Inc Total:		1,327.35							
U.S. Bank Equipment Finance									
13878									
*** 543736862	12/2/2024	147.59	0.00	12/20/2024				No	0
100-001-524000 Lease/rental Of Equipment					COPIER LEASE - ADMINISTRATION - DEC 2024				
*** 543736862	12/2/2024	147.59	0.00	12/20/2024				No	0
501-501-524000 Lease/rental Of Equipment					COPIER LEASE - BUS DEPT - DEC 2024				
*** 543736862	12/2/2024	147.59	0.00	12/20/2024				No	0
100-034-524000 Lease/rental Of Equipment					COPIER LEASE - FIRE DEPT - DEC 2024				
*** 543736862	12/2/2024	147.59	0.00	12/20/2024				No	0
100-005-524000 Lease/rental Of Equipment					COPIER LEASE - HUMAN RESOURCES - DEC 2024				
*** 543736862	12/2/2024	147.59	0.00	12/20/2024				No	0
100-009-587100 Office Equipment & Furniture					COPIER LEASE - IT OFFICE - DEC 2024				
*** 543736862	12/2/2024	147.59	0.00	12/20/2024				No	0
100-763-524000 Lease/rental Of Equipment					COPIER LEASE - PPD ADMIN - DEC 2024				
*** 543736862	12/2/2024	147.59	0.00	12/20/2024				No	0
100-763-524000 Lease/rental Of Equipment					COPIER LEASE - PPD EVIDENCE - DEC 2024				
*** 543736862	12/2/2024	147.59	0.00	12/20/2024				No	0
100-763-524000 Lease/rental Of Equipment					COPIER LEASE - PPD INVESTIGATIONS - DEC 2024				
*** 543736862	12/2/2024	147.59	0.00	12/20/2024				No	0
100-761-524000 Lease/rental Of Equipment					COPIER LEASE - PPD LIEUTENANT - DEC 2024				
*** 543736862	12/2/2024	147.59	0.00	12/20/2024				No	0
100-761-524000 Lease/rental Of Equipment					COPIER LEASE - PPD PATROL - DEC 2024				
*** 543736862	12/2/2024	147.59	0.00	12/20/2024				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		
100-761-524000 Lease/rental Of Equipment *** 543736862	12/2/2024	147.59	0.00	12/20/2024	COPIER LEASE - PPD RECORDS - DEC 2024			No	0
100-761-524000 Lease/rental Of Equipment *** 543736862	12/2/2024	147.59	0.00	12/20/2024	COPIER LEASE - PPD SERGEANT - DEC 2024			No	0
100-032-524000 Lease/rental Of Equipment *** 543736862	12/2/2024	147.55	0.00	12/20/2024	COPIER LEASE - STREET DEPT - DEC 2024			No	0
100-990-524000 Lease/rental Of Equipment					COPIER LEASE - WORK ROOM - DEC 2024				
543736862 Total:		2,066.22							
U.S. Bank Equipment Fina		2,066.22							
Udry, Vincent 15332 12102024	12/10/2024	700.00	0.00	12/20/2024	CT8T-00oV	land		No	0
445-041-580200 Purchase Of Property					COURT ST LAND ACQ - 1712 COURT ST				
12102024 Total:		700.00							
Udry, Vincent Total:		700.00							
Verizon Wireless Services LLC 14122 6100299079	12/3/2024	4,551.47	0.00	12/20/2024				No	0
100-009-550300 Telephone					#885304921-01 - CITY CELLULAR - 11/04-12/03/24				
6100299079 Total:		4,551.47							
6100299080	12/3/2024	621.40	0.00	12/20/2024				No	0
100-009-550300 Telephone					#885304921-02 - FIRE CELLULAR - 11/04-12/03/24				
6100299080 Total:		621.40							
6100299081	12/3/2024	3,608.62	0.00	12/20/2024				No	0
100-009-550300 Telephone					#885304921-05 - POLICE CELLULAR - 11/04-12/03/24				
6100299081 Total:		3,608.62							
6100299082	12/3/2024	133.63	0.00	12/20/2024				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					
501-501-550300 Telephone					#885304921-06 - BUS CELLULAR - 11/04-12/03/24				
6100299082 Total:		133.63							
*** 9979468384	11/23/2024	1,119.33	0.00	12/20/2024				No	0
100-009-550300 Telephone					#442621413-01 - NET MOTION - 09/24-10/23/24				
*** 9979468384	11/23/2024	1,119.33	0.00	12/20/2024				No	0
100-009-550300 Telephone					#442621413-01 - NET MOTION - 10/24-11/23/24				
9979468384 Total:		2,238.66							
Verizon Wireless Services L		11,153.78							
Visa (Morton Community Bank)									
11433									
4924-1224	12/1/2024	10.45	0.00	12/20/2024				No	0
100-006-520400 Postage					11/13/24 USPS/PRIORITY TRACKING IML CHECK				
4924-1224 Total:		10.45							
*** 4932-1224	12/1/2024	5.00	0.00	12/20/2024				No	0
501-501-557200 License And Inspection Fees					11/12/24 IL SOS/SCHOOL BUS PERMIT				
*** 4932-1224	12/1/2024	118.08	0.00	12/20/2024				No	0
501-501-597900 Employee Appreciation					11/16/24 TANNER'S/EMPLOYEE APPRECIATION				
*** 4932-1224	12/1/2024	40.35	0.00	12/20/2024				No	0
501-501-597900 Employee Appreciation					11/15/24 SCHNUCKS/EMPLOYEE APPRECIATION				
*** 4932-1224	12/1/2024	84.97	0.00	12/20/2024				No	0
501-501-597900 Employee Appreciation					11/25/24 TELEFLORA/SYMPATHY FLOWERS				
4932-1224 Total:		248.40							
*** 5715-1224	12/1/2024	154.40	0.00	12/20/2024				No	0
100-761-534000 Automotive Expense					11/01/24 IL SOS/SQUAD LICENSE PLATE RENEWAL				
*** 5715-1224	12/1/2024	154.40	0.00	12/20/2024				No	0
100-761-534000 Automotive Expense					11/01/24 IL SOS/SQUAD LICENSE PLATE RENEWAL				
*** 5715-1224	12/1/2024	154.40	0.00	12/20/2024				No	0
100-761-534000 Automotive Expense					11/01/24 IL SOS/SQUAD LICENSE PLATE RENEWAL				
*** 5715-1224	12/1/2024	154.40	0.00	12/20/2024				No	0
100-761-534000 Automotive Expense					11/01/24 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				
*** 5715-1224	12/1/2024	154.40	0.00	12/20/2024				No	0
100-761-534000 Automotive Expense				11/01/24 IL SOS/SQUAD LICENSE PLATE RENEWAL					
*** 5715-1224	12/1/2024	154.40	0.00	12/20/2024				No	0
100-761-534000 Automotive Expense				11/01/24 IL SOS/SQUAD LICENSE PLATE RENEWAL					
*** 5715-1224	12/1/2024	154.40	0.00	12/20/2024				No	0
100-761-534000 Automotive Expense				11/01/24 IL SOS/SQUAD LICENSE PLATE RENEWAL					
*** 5715-1224	12/1/2024	154.40	0.00	12/20/2024				No	0
100-761-534000 Automotive Expense				11/01/24 IL SOS/SQUAD LICENSE PLATE RENEWAL					
*** 5715-1224	12/1/2024	267.86	0.00	12/20/2024				No	0
100-990-590900 Police And Fire Commission				11/01/24 HOTEL ARISTA/HOTEL @ FPCA SEMINAR					
*** 5715-1224	12/1/2024	750.00	0.00	12/20/2024	STAT-FORT	expense		No	0
100-763-592900 State Forfeiture Expense				11/06/24 CJ SIGNS/WINDOW TINT FOR SQUADS					
*** 5715-1224	12/1/2024	894.03	0.00	12/20/2024				No	0
100-761-529000 Equipment				11/07/24 STROBELS/FOOTWEAR CLEANER - OSHA					
*** 5715-1224	12/1/2024	2,331.71	0.00	12/20/2024				No	0
100-761-529000 Equipment				11/07/24 OPTICSPLANET/SRO SCOPES					
*** 5715-1224	12/1/2024	-177.71	0.00	12/20/2024				No	0
100-761-529000 Equipment				11/07/24 OPTICSPLANET/SRO SCOPES CREDIT					
*** 5715-1224	12/1/2024	361.14	0.00	12/20/2024				No	0
100-761-529000 Equipment				11/10/24 PELICAN/HARD RIFLE CASES - SRO RIFLES					
*** 5715-1224	12/1/2024	118.42	0.00	12/20/2024				No	0
100-761-529000 Equipment				11/14/24 BLUE FORCE/REPLACEM'T RIFLE SLING					
*** 5715-1224	12/1/2024	400.00	0.00	12/20/2024				No	0
100-990-590900 Police And Fire Commission				11/19/24 IFPCA/MEMBERSHIP RENEWAL					
*** 5715-1224	12/1/2024	306.96	0.00	12/20/2024				No	0
100-761-529000 Equipment				11/20/24 PELICAN/RIFLE CASES FOR TRANSPORT					
*** 5715-1224	12/1/2024	40.00	0.00	12/20/2024				No	0
100-761-551600 Dues And Subscriptions				11/21/24 ITOA/MEMBERSHIP RENEWAL					
*** 5715-1224	12/1/2024	220.00	0.00	12/20/2024				No	0
100-761-551600 Dues And Subscriptions				11/21/24 IACP/C1 MEMBERSHIP DUES					
*** 5715-1224	12/1/2024	220.00	0.00	12/20/2024				No	0
100-763-551600 Dues And Subscriptions				11/22/24 IACP/C3 MEMBERSHIP DUES					
*** 5715-1224	12/1/2024	26.23	0.00	12/20/2024				No	0
100-761-551600 Dues And Subscriptions				11/26/24 ADOBE/ADOBE SUBSCRIPTION					
*** 5715-1224	12/1/2024	99.95	0.00	12/20/2024				No	0
100-761-599000 Miscellaneous				11/27/24 JOAN'S TROPHY/SERVICE PLAQUE - SR					
5715-1224 Total:		7,093.79							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
*** 5749-1224	12/1/2024	35.00	0.00	12/20/2024				No	0
100-761-599000 Miscellaneous				11/16/24 QR.IO/RECRUITMENT QR CODE					
*** 5749-1224	12/1/2024	38.84	0.00	12/20/2024				No	0
100-761-592604 Emergency Services Team				11/18/24 OPTICSPLANET/CIERT EQUIPMENT					
5749-1224 Total:		73.84							
*** 5756-1224	12/1/2024	453.96	0.00	12/20/2024				No	0
100-034-520200 Office Supplies				11/05/24 STAPLES/TONER FOR HP PRINTER					
*** 5756-1224	12/1/2024	853.15	0.00	12/20/2024				No	0
100-034-519000 Training And Education				11/15/24 HILTON GARDEN/HOTEL @ CLASS - CL					
*** 5756-1224	12/1/2024	34.31	0.00	12/20/2024				No	0
100-034-556100 Gasoline/diesel Fuel				11/21/24 SHELL/FUEL FOR QRV WHEN PICKED UP					
5756-1224 Total:		1,341.42							
*** 6119-1224	12/1/2024	837.30	0.00	12/20/2024	ADA1-PLAN	expense		No	0
100-032-535000 Material And Hauling				11/23/24 ULINE/DETECTABLE WARNINGS					
*** 6119-1224	12/1/2024	61.35	0.00	12/20/2024				No	0
100-007-519000 Training And Education				11/26/24 IDFP/ENGINEERING LICENSE RENEWAL					
6119-1224 Total:		898.65							
*** 6432-1224	12/1/2024	234.04	0.00	12/20/2024				No	0
100-005-597900 Employee Recognition				11/20/24 DUNKIN/REFRESHMENTS @ SAFETY TRNG					
*** 6432-1224	12/1/2024	549.00	0.00	12/20/2024				No	0
100-005-551000 Printing And Publications				11/25/24 JOBMATCH/PUBLIC WORKS RECRUITING					
*** 6432-1224	12/1/2024	375.00	0.00	12/20/2024				No	0
100-005-551000 Printing And Publications				11/25/24 APWA/PUBLIC WORKS RECRUITING					
6432-1224 Total:		1,158.04							
*** 6697-1224	12/1/2024	1,018.05	0.00	12/20/2024				No	0
501-501-534000 Automotive Expense				11/15/24 LAUNCH HK/DIAG SYSTEM FOR BUS DEPT					
*** 6697-1224	12/1/2024	10.18	0.00	12/20/2024				No	0
501-501-534000 Automotive Expense				11/15/24 INTERNATIONAL TRANSACTION FEE					
*** 6697-1224	12/1/2024	20.54	0.00	12/20/2024				No	0
100-034-520400 Postage				11/20/24 UPS/SHIPPING - RETURN FIRE TRUCK PART					
6697-1224 Total:		1,048.77							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
8578-1224	12/1/2024	2,388.71	0.00	12/20/2024				No	0
208-208-598505 Special Events				11/06/24 HOME DEPOT/XMAS LIGHTS & GARLAND					
8578-1224 Total:		2,388.71							
*** 8586-1224	12/1/2024	63.52	0.00	12/20/2024				No	0
100-007-522400 General Supplies				11/04/24 DUNKIN/RIBBON-CUTTING REFRESHMENT					
*** 8586-1224	12/1/2024	126.38	0.00	12/20/2024				No	0
570-570-554200 Meals Lodging				11/06/24 JIMMY JOHNS/SITE SELECTION LUNCH					
8586-1224 Total:		189.90							
9139-1224	12/1/2024	20.00	0.00	12/20/2024				No	0
100-006-519000 Training And Education				11/06/24 IGFOA/YEAR-END TRAINING					
9139-1224 Total:		20.00							
9154-1224	12/1/2024	273.00	0.00	12/20/2024				No	0
100-761-534000 Automotive Expense				11/27/24 RAY DENNISON/SQUAD SERVICE					
9154-1224 Total:		273.00							
*** 9162-1224	12/1/2024	75.00	0.00	12/20/2024				No	0
100-763-551600 Dues And Subscriptions				11/13/24 IACIS/ANNUAL MEMBERSHIP RENEWAL					
*** 9162-1224	12/1/2024	86.78	0.00	12/20/2024				No	0
100-763-534000 Automotive Expense				11/20/24 KEYME/INVES. SQUAD KEY REPLACEM'T					
*** 9162-1224	12/1/2024	96.63	0.00	12/20/2024				No	0
100-761-592604 Emergency Services Team				11/21/24 OUTDOOR RESEARCH/CIERT EQUIPMENT					
*** 9162-1224	12/1/2024	164.63	0.00	12/20/2024				No	0
100-761-592604 Emergency Services Team				11/25/24 VIKTOS/CIERT EQUIPMENT					
9162-1224 Total:		423.04							
*** 9170-1224	12/1/2024	34.67	0.00	12/20/2024				No	0
100-761-519000 Training And Education				11/08/24 MR FUEL/FUEL EXPENSE @ TRAINING					
*** 9170-1224	12/1/2024	1,328.00	0.00	12/20/2024				No	0
100-761-592604 Emergency Services Team				11/14/24 UVT - FAYETTEVILLE/CIERT EXPENSE					
9170-1224 Total:		1,362.67							

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

Visa (Morton Community	16,530.68
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Report Total:	659,768.03
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Accounts Payable

To Be Paid Proof List

User: cmbodine@ci.pekin.il.us
Printed: 12/26/2024 - 9:37AM
Batch: 00017.12.2024 - CMB_2024-12-27



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									
5146434521019	12/10/2024	21.05	0.00	12/27/2024				No	0
100-034-534000 Automotive Expense				OIL FILTER - FIRE DEPT STOCK					
5146434521019 Total:		21.05							
5146434554911	12/10/2024	150.21	0.00	12/27/2024				No	0
100-032-534000 Automotive Expense				BLOWER MOTOR - STREET 454					
5146434554911 Total:		150.21							
5146434554912	12/10/2024	21.05	0.00	12/27/2024				No	0
100-034-534000 Automotive Expense				FILTER - LADDER 1					
5146434554912 Total:		21.05							
5146434632367	12/11/2024	23.82	0.00	12/27/2024				No	0
501-501-534000 Automotive Expense				BULB - BUS 1917					
5146434632367 Total:		23.82							
Advance Auto Parts Total:		216.13							
Ameren Illinois									
10021									
*** 0483154119	12/3/2024	71.87	0.00	12/27/2024				No	0
100-032-550500 Electricity For Street Li				310 MARGARET ST TRF SIGN X 3RD - 10/28-11/28/24					
0483154119 Total:		71.87							

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
*** 0780071001	12/5/2024	80.04	0.00	12/27/2024				No	0
100-032-550500 Electricity For Street Li					500 PETRI LN MTRD STR LGTS - 10/31-12/03/24				
0780071001 Total:		80.04							
1583003038	12/10/2024	205.00	0.00	12/27/2024				No	0
100-068-550100 Utilities					301 BROADWAY ST (NEW SVC) - 10/25-11/07/24				
1583003038 Total:		205.00							
*** 3139109012	12/5/2024	61.48	0.00	12/27/2024				No	0
100-032-550500 Electricity For Street Li					NEW HANNA RD MTRD STR LGTS - 10/31-12/03/24				
3139109012 Total:		61.48							
*** 3195120091	11/25/2024	95.79	0.00	12/27/2024				No	0
100-032-550500 Electricity For Street Li					328 BROADWAY STR LGT CTRL - 10/22-11/21/24				
3195120091 Total:		95.79							
*** 4453109007	12/10/2024	89.76	0.00	12/27/2024				No	0
100-068-550100 Utilities					5 S 5TH ST STR LGTS - 11/05-12/08/24				
4453109007 Total:		89.76							
Ameren Illinois Total:		603.94							
Ancel Glink, P.C. 15286									
108092	12/11/2024	850.00	0.00	12/27/2024				No	0
100-003-561004 Admin Hearing Officer					ADMINISTRATIVE HEARINGS - 11/14/24				
108092 Total:		850.00							
Ancel Glink, P.C. Total:		850.00							
Cintas Corporation 10115									
4214497546	12/12/2024	114.64	0.00	12/27/2024				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number			Description				Reference		
699-069-569000 Other Contractual Service					VMF UNIFORM CLEANING				
4214497546 Total:		114.64							
4215266283	12/19/2024	114.64	0.00	12/27/2024				No	0
699-069-569000 Other Contractual Service					VMF UNIFORM CLEANING				
4215266283 Total:		114.64							
Cintas Corporation Total:		229.28							
Comcast Business Communications, LLC									
14903									
*** 203130449325	12/2/2024	134.85	0.00	12/27/2024				No	0
100-032-569000 Other Contractual Service					1500 S 2ND ST TRF CAM - 12/09/24-01/08/25				
203130449325 Total:		134.85							
Comcast Business Commu		134.85							
Del Galdo Law Group, LLC									
15128									
36687	12/1/2024	279.50	0.00	12/27/2024				No	0
100-003-561005 Legal Services – ADA					LEGAL SERVICES - ADA - 10/01-11/30/24				
36687 Total:		279.50							
Del Galdo Law Group, LLC		279.50							
Geiman, Shannon									
14553									
EXPENSE-1224	12/20/2024	250.00	0.00	12/27/2024				No	0
100-005-519000 Training And Education					PUBLIC SECTOR HR CERTIFICATON FEE - 12/19/24				
EXPENSE-1224 Total:		250.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
Geiman, Shannon Total:		250.00							
GFL Environmental 14249									
P60005204309	12/15/2024	2,432.57	0.00	12/27/2024				No	0
231-031-536400 Sludge Removal				SLUDGE DISPOSAL - 12/03-12/06/24					
P60005204309 Total:		2,432.57							
P90005200699	12/15/2024	2,125.89	0.00	12/27/2024				No	0
223-026-566502 Recycling Expense				CURBSIDE RC FEES - 12/02-12/14/24					
P90005200699 Total:		2,125.89							
GFL Environmental Total:		4,558.46							
Illinois American Water Company 10291									
*** 210001171146	12/10/2024	175.47	0.00	12/27/2024				No	0
100-068-550100 Utilities				1130 KOCH ST BUS DEPT - 11/08-12/06/24					
210001171146 Total:		175.47							
*** 210003283755	12/12/2024	24.97	0.00	12/27/2024				No	0
100-068-550100 Utilities				1842 COURT ST YD HYDRANT - 11/14-12/11/24					
210003283755 Total:		24.97							
*** 210003750453	12/12/2024	24.97	0.00	12/27/2024				No	0
100-068-550100 Utilities				1613 VALLE VISTA YD HYDRANT - 11/13-12/10/24					
210003750453 Total:		24.97							
*** 220001944051	12/10/2024	140.24	0.00	12/27/2024				No	0
100-068-550100 Utilities				1200 KOCH ST VMF - 11/08-12/06/24					
220001944051 Total:		140.24							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
Illinois American Water Co		365.65							
Illinois Oil Marketing Equipment, Inc 10313									
56586	12/19/2024	480.14	0.00	12/27/2024				No	0
100-068-534400 Equipment Repairs					FUEL PUMP REPAIRS				
56586 Total:		480.14							
Illinois Oil Marketing Equi		480.14							
IWIRC 10335									
414239	11/20/2024	74.00	0.00	12/27/2024				No	0
223-023-559000 Medical Expense/supplies					POST-ACCIDENT DRUG SCREEN - SW - 11/06/24				
414239 Total:		74.00							
IWIRC Total:		74.00							
LHF Compost Inc 11829									
1711899	12/13/2024	1,199.75	0.00	12/27/2024				No	0
223-025-566501 Compost Site Expense					YW FEE - 12/09-12/13/24				
1711899 Total:		1,199.75							
LHF Compost Inc Total:		1,199.75							
Menards 10414									
93232	12/10/2024	4.54	0.00	12/27/2024				No	0
100-068-534200 Buildings And Grounds Rep					PAINT SCRAPER BLADES				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	93232 Total:	4.54							
93431	12/13/2024	99.90	0.00	12/27/2024				No	0
100-068-536300	Snow Removal - Salt			ICE MELT SALT					
	93431 Total:	99.90							
93746	12/18/2024	6.98	0.00	12/27/2024				No	0
100-032-522400	General Supplies			PRESSURE WASHER CLEANER, 1 GAL					
	93746 Total:	6.98							
93766	12/18/2024	78.67	0.00	12/27/2024				No	0
100-032-522400	General Supplies			WEDGE ANCHOR/EXTENSION CORDS - VMF					
	93766 Total:	78.67							
93767	12/18/2024	14.86	0.00	12/27/2024				No	0
100-068-534200	Buildings And Grounds Rep			PAINT SUPPLIES					
	93767 Total:	14.86							
	Menards Total:	204.95							
Midwest Transit Equipment, Inc									
10421									
R35100815502	12/17/2024	345.82	0.00	12/27/2024				No	0
501-501-534000	Automotive Expense			REPAIRS TO BUS 1911					
	R35100815502 Total:	345.82							
*** X10107264801	12/13/2024	-110.00	0.00	12/27/2024				No	0
501-501-534000	Automotive Expense			CALIPER CORE CREDIT - BUS 1203					
	X10107264801 Total:	-110.00							
*** X10107296601	12/13/2024	-110.00	0.00	12/27/2024				No	0
501-501-534000	Automotive Expense			CALIPER CORE CREDIT - BUS 1925					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
X10107296601 Total:		-110.00							
*** X10107313301	12/13/2024	-110.00	0.00	12/27/2024				No	0
501-501-534000 Automotive Expense		CALIPER CORE CREDIT - BUS 1963							
X10107313301 Total:		-110.00							
X10107385402	12/13/2024	20.35	0.00	12/27/2024				No	0
501-501-534000 Automotive Expense		DOME LIGHT FACE PLATE - BUS 1911							
X10107385402 Total:		20.35							
Midwest Transit Equipmen		36.17							
Miller & Son Construction Co									
14914									
*** 3	12/15/2024	2,486.25	0.00	12/27/2024	ADA1-PLAN	contr		No	0
445-041-534900 Sidewalk Renovations		2024 ADA IMPROVEMENT PROJECT - RES 186-24/25							
3 Total:		2,486.25							
Miller & Son Construction		2,486.25							
Mutual Wheel Co Inc									
10439									
2873429	12/16/2024	320.00	0.00	12/27/2024				No	0
223-023-534000 Automotive Expense		AUTO SLACK - SW21							
2873429 Total:		320.00							
Mutual Wheel Co Inc Tota		320.00							
NAPA Auto Parts									
10441									
593488	12/10/2024	17.96	0.00	12/27/2024				No	0
100-032-534000 Automotive Expense		ADAPTERS FOR DUMP TRUCK 422							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	593488 Total:	17.96							
593641	12/12/2024	13.99	0.00	12/27/2024				No	0
100-032-534000	Automotive Expense			DEF FLUID FOR END LOADER - STREET DEPT					
	593641 Total:	13.99							
593778	12/13/2024	174.25	0.00	12/27/2024				No	0
100-032-534000	Automotive Expense			HYDRAULIC HOSE - DUMP TRUCK 422					
	593778 Total:	174.25							
594013	12/17/2024	27.97	0.00	12/27/2024				No	0
100-032-522400	General Supplies			55W HEADLIGHT BULB/12V CIRCUIT TESTER - VMF					
	594013 Total:	27.97							
594190	12/18/2024	44.95	0.00	12/27/2024				No	0
100-032-534000	Automotive Expense			BULBS FOR TRUCKS					
	594190 Total:	44.95							
	NAPA Auto Parts Total:	279.12							
Pekin Area Chamber of Commerce 10478 DEC2024	12/13/2024	5,000.00	0.00	12/27/2024				No	0
208-208-560500	Consulting Services			EVENT MANAGEMENT - DEC 2024					
	DEC2024 Total:	5,000.00							
NOV2024-A	12/13/2024	436.42	0.00	12/27/2024				No	0
208-208-560500	Consulting Services			TOURISM STAFFING - NOV 2024					
	NOV2024-A Total:	436.42							
NOV2024-B	12/13/2024	703.49	0.00	12/27/2024				No	0
208-208-598100	Public Relations			TOURISM MARKETING - NOV 2024					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	NOV2024-B Total:	703.49							
NOV2024-C	12/13/2024	464.46	0.00	12/27/2024				No	0
208-208-598505 Special Events					EVENT EXPENSES - NOV 2024				
	NOV2024-C Total:	464.46							
NOV2024-D	12/13/2024	-95.60	0.00	12/27/2024				No	0
208-208-598505 Special Events					VENDOR BOOTH CREDIT - NOV 2024				
	NOV2024-D Total:	-95.60							
	Pekin Area Chamber of Com	6,508.77							
R.N.O.W. Inc 14468									
202473168	12/13/2024	39.98	0.00	12/27/2024				No	0
223-023-534000 Automotive Expense					O-RING - SW13				
	202473168 Total:	39.98							
	R.N.O.W. Inc Total:	39.98							
Rainbo Oil Company 10534									
*** 9169499	12/12/2024	1,010.78	0.00	12/27/2024				No	0
501-501-534000 Automotive Expense					DEF/OIL/WINDOW WASH				
*** 9169499	12/12/2024	1,010.78	0.00	12/27/2024				No	0
100-032-534000 Automotive Expense					DEF/OIL/WINDOW WASH				
*** 9169499	12/12/2024	1,010.79	0.00	12/27/2024				No	0
223-023-534000 Automotive Expense					DEF/OIL/WINDOW WASH				
	9169499 Total:	3,032.35							
	Rainbo Oil Company Total	3,032.35							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
Rush Truck Centers of Illinois, Inc 12346									
3034612756	10/17/2023	-103.47	0.00	12/27/2024				No	0
223-023-534000 Automotive Expense					PITMAN ARM RETAINER - RETURN				
3034612756 Total:		-103.47							
3037067343	5/2/2024	-1,884.00	0.00	12/27/2024				No	0
100-032-534000 Automotive Expense					BRAKE DRUMS - RETURN - STREET DEPT				
3037067343 Total:		-1,884.00							
Rush Truck Centers of Illin		-1,987.47							
SG Screen Graphics 11875									
6537	9/5/2024	17.00	0.00	12/27/2024				No	0
100-001-599000 Miscellaneous					COUNCIL CHAMBER NAME PLATE				
6537 Total:		17.00							
6775	10/3/2024	70.00	0.00	12/27/2024				No	0
100-001-598100 Public Relations					PR SHIRTS				
6775 Total:		70.00							
7039	11/14/2024	34.00	0.00	12/27/2024				No	0
100-001-599000 Miscellaneous					COUNCIL CHAMBER NAME PLATE, 2 CT				
7039 Total:		34.00							
SG Screen Graphics Total:		121.00							
Tazewell County Asphalt Co Inc 11264									
20110015348	11/29/2024	1,080.08	0.00	12/27/2024				No	0
100-032-535000 Material And Hauling					BITUMINOUS SURFACE FOR STREET REPAIR				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
20110015348 Total:		1,080.08							
Tazewell County Asphalt C		1,080.08							
Tazewell County Recorder 11172									
12182024	12/18/2024	69.00	0.00	12/27/2024	2024-Amin	expense		No	0
261-318-511000 Rehab Activity & Delivery			FILE 1 RELEASE OF MORTGAGE						
12182024 Total:		69.00							
Tazewell County Recorder		69.00							
Third Millennium Associates, Inc 11953									
*** 32262	12/16/2024	1,153.87	0.00	12/27/2024				No	0
231-029-569000 Other Contractual Service			MONTHLY BILL RENDERING - DEC 2024						
*** 32262	12/16/2024	1,153.87	0.00	12/27/2024				No	0
223-023-569000 Other Contractual Service			MONTHLY BILL RENDERING - DEC 2024						
*** 32262	12/16/2024	72.45	0.00	12/27/2024				No	0
231-029-520400 Postage			POSTAGE						
*** 32262	12/16/2024	72.45	0.00	12/27/2024				No	0
223-023-520400 Postage			POSTAGE						
32262 Total:		2,452.64							
Third Millennium Associat		2,452.64							
Topless Tree Service 14332									
3265	12/16/2024	2,875.00	0.00	12/27/2024				No	0
100-032-536000 Tree Removal / Replacemen			REMOVE TREE @ 901 N 4TH ST - 12/13/24						
3265 Total:		2,875.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
Topless Tree Service Total:		2,875.00							
Truck Centers, Inc 10664									
F14045010301	12/16/2024	209.64	0.00	12/27/2024				No	0
100-034-534000 Automotive Expense	PURAGUARD CARTRIDGES - LADDER 1								
F14045010301 Total:		209.64							
F14045047001	12/19/2024	132.48	0.00	12/27/2024				No	0
501-501-534000 Automotive Expense	OIL SEAL - BUS 1937								
F14045047001 Total:		132.48							
R14102460501	12/13/2024	5,479.40	0.00	12/27/2024				No	0
695-093-518151 Claims Paid / School Bus	INSURANCE REPAIRS - BUS 1916								
R14102460501 Total:		5,479.40							
Truck Centers, Inc Total:		5,821.52							
USA BlueBook 10674									
INV00550255	11/22/2024	579.95	0.00	12/27/2024				No	0
231-031-534400 Equipment Repairs	SOLENOID VALVE FOR THICKENER SYSTEM								
INV00550255 Total:		579.95							
USA BlueBook Total:		579.95							
Watt, David 13133									
EXPENSE-1224A	12/20/2024	30.00	0.00	12/27/2024				No	0
695-095-516700 Wellness Program	GYM MEMBERSHIP - DEC 2023								
EXPENSE-1224A Total:		30.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
EXPENSE-1224B	12/20/2024	30.00	0.00	12/27/2024				No	0
695-095-516700 Wellness Program				GYM MEMBERSHIP - JAN 2024					
EXPENSE-1224B Total:		30.00							
EXPENSE-1224C	12/20/2024	30.00	0.00	12/27/2024				No	0
695-095-516700 Wellness Program				GYM MEMBERSHIP - FEB 2024					
EXPENSE-1224C Total:		30.00							
EXPENSE-1224D	12/20/2024	30.00	0.00	12/27/2024				No	0
695-095-516700 Wellness Program				GYM MEMBERSHIP - MAR 2024					
EXPENSE-1224D Total:		30.00							
EXPENSE-1224E	12/20/2024	30.00	0.00	12/27/2024				No	0
695-095-516700 Wellness Program				GYM MEMBERSHIP - APR 2024					
EXPENSE-1224E Total:		30.00							
EXPENSE-1224F	12/20/2024	30.00	0.00	12/27/2024				No	0
695-095-516700 Wellness Program				GYM MEMBERSHIP - MAY 2024					
EXPENSE-1224F Total:		30.00							
EXPENSE-1224G	12/20/2024	30.00	0.00	12/27/2024				No	0
695-095-516700 Wellness Program				GYM MEMBERSHIP - JUN 2024					
EXPENSE-1224G Total:		30.00							
EXPENSE-1224H	12/20/2024	30.00	0.00	12/27/2024				No	0
695-095-516700 Wellness Program				GYM MEMBERSHIP - JUL 2024					
EXPENSE-1224H Total:		30.00							
EXPENSE-1224I	12/20/2024	30.00	0.00	12/27/2024				No	0
695-095-516700 Wellness Program				GYM MEMBERSHIP - AUG 2024					
EXPENSE-1224I Total:		30.00							
EXPENSE-1224J	12/20/2024	30.00	0.00	12/27/2024				No	0
695-095-516700 Wellness Program				GYM MEMBERSHIP - SEP 2024					

Accounts Payable

To Be Paid Proof List

User: cmbodine@ci.pekin.il.us
Printed: 12/31/2024 - 3:38PM
Batch: 00021.12.2024 - CMB_2025-01-03



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									
5146433832033	12/3/2024	3.52	0.00	01/03/2025				No	0
100-761-534000 Automotive Expense			SQUAD PART REPLACEMENT						
5146433832033 Total:		3.52							
5146433860301	12/3/2024	168.83	0.00	01/03/2025				No	0
100-761-534000 Automotive Expense			PART REPLACEMENT - SQUAD 2205						
5146433860301 Total:		168.83							
5146433932055	12/4/2024	24.64	0.00	01/03/2025				No	0
100-761-534000 Automotive Expense			SQUAD PART REPLACEMENT						
5146433932055 Total:		24.64							
5146434420977	12/9/2024	457.74	0.00	01/03/2025				No	0
100-761-534000 Automotive Expense			PART REPLACEMENT - SQUAD 5209						
5146434420977 Total:		457.74							
5146434532312	12/10/2024	285.43	0.00	01/03/2025				No	0
100-761-534000 Automotive Expense			PART REPLACEMENT - SQUAD 5209						
5146434532312 Total:		285.43							
5146434832438	12/13/2024	100.44	0.00	01/03/2025				No	0
100-761-534000 Automotive Expense			SQUAD PARTS REPAIR						
5146434832438 Total:		100.44							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Advance Auto Parts Total:		1,040.60							
Aftermath Holding Corporation									
14725									
JC20243514	12/19/2024	300.00	0.00	01/03/2025				No	0
100-761-569000 Other Contractual Service			BIO CLEANUP						
JC20243514 Total:		300.00							
Aftermath Holding Corpor		300.00							
Altorfer Inc									
10019									
PC020819721	12/7/2024	49.14	0.00	01/03/2025				No	0
231-031-534400 Equipment Repairs			GENERATOR REPAIRS						
PC020819721 Total:		49.14							
PC020819722	12/7/2024	44.16	0.00	01/03/2025				No	0
231-031-534400 Equipment Repairs			GENERATOR REPAIRS						
PC020819722 Total:		44.16							
Altorfer Inc Total:		93.30							
Ameren Illinois									
10021									
0774950224	12/19/2024	5.61	0.00	01/03/2025				No	0
100-068-550100 Utilities			909 COURT ST, APT AB (NEW SVC) - 12/13-12/16/24						
0774950224 Total:		5.61							
*** 1720124012	12/20/2024	254.14	0.00	01/03/2025				No	0
100-068-550100 Utilities			FIRE STATION #1 SHED - 11/17-12/17/24						
1720124012 Total:		254.14							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
*** 8288305023	12/19/2024	66.54	0.00	01/03/2025				No	0
100-068-550100 Utilities				POCKET PARK - 11/14-12/16/24					
8288305023 Total:		66.54							
Ameren Illinois Total:		326.29							
Barnard, Brad 15334									
12112024	12/11/2024	750.00	0.00	01/03/2025	CT8T-00oV	land		No	0
445-041-580200 Purchase Of Property				COURT ST LAND ACQ - 1704 COURT ST					
12112024 Total:		750.00							
12142024	12/14/2024	300.00	0.00	01/03/2025	CT8T-00oV	land		No	0
445-041-580200 Purchase Of Property				COURT ST LAND ACQ - 1706 COURT ST					
12142024 Total:		300.00							
Barnard, Brad Total:		1,050.00							
Chapman and Cutler LLP 12924									
2312478	12/13/2024	500.00	0.00	01/03/2025				No	0
100-006-569000 Other Contractual Service				MUNICIPAL SECURITIES DISCLOSURE					
2312478 Total:		500.00							
Chapman and Cutler LLP T		500.00							
Cook and Sons Autobody Inc 11398									
437161	9/19/2024	2,621.78	0.00	01/03/2025				No	0
695-093-518132 Claims Paid / Street Dept				INSURANCE REPAIRS TO 2007 CHEVY 1500					
437161 Total:		2,621.78							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
	Cook and Sons Autobody I	2,621.78							
Gem City Tires, Inc 12935 47779	11/18/2024	894.00	0.00	01/03/2025				No	0
100-761-534000 Automotive Expense	TIRES FOR SQUADS								
47779 Total:		894.00							
Gem City Tires, Inc Total:		894.00							
Grainger 10235 9347583503	12/16/2024	133.30	0.00	01/03/2025				No	0
231-031-534400 Equipment Repairs	FUSES FOR SCREW PUMP REPAIRS								
9347583503 Total:		133.30							
Grainger Total:		133.30							
Gutters by Tunyuck 14510 925953	11/26/2024	185.00	0.00	01/03/2025				No	0
100-766-536100 Property Cleanup Fees	PARTIAL BOARD-UP @ 1207 S 3RD ST - 11/26/24								
925953 Total:		185.00							
925954	12/3/2024	185.00	0.00	01/03/2025				No	0
100-766-536100 Property Cleanup Fees	PARTIAL BOARD-UP @ 714 N 4TH ST - 12/03/24								
925954 Total:		185.00							
Gutters by Tunyuck Total:		370.00							

Heart Technologies, Inc

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
10258									
74565	10/31/2024	324.66	0.00	01/03/2025				No	0
100-763-538000	Maintenance Agreements				RIVER CAMERA MAINTENANCE WORK - 10/24/24				
	74565 Total:	324.66							
	Heart Technologies, Inc To	324.66							
Hugh Saxe Enterprises, Inc									
14364									
6244TN	6/25/2024	83.20	0.00	01/03/2025				No	0
525-525-524000	Lease/rental Of Equipment				WATER SOFTENER RENTAL - 07/01-07/31/24				
	6244TN Total:	83.20							
	Hugh Saxe Enterprises, Inc	83.20							
Illinois American Water Company									
10291									
*** 210000995141	12/17/2024	86.83	0.00	01/03/2025				No	0
100-068-550100	Utilities				FIRE STATION #1 - 11/16-12/13/24				
	210000995141 Total:	86.83							
*** 210001081816	12/17/2024	21.28	0.00	01/03/2025				No	0
100-068-550100	Utilities				MARGARET ST YD HYDRANT - 11/16-12/13/24				
	210001081816 Total:	21.28							
*** 210001269890	12/17/2024	18.54	0.00	01/03/2025				No	0
100-068-550100	Utilities				2ND ST YD HYDRANT - 11/16-12/13/24				
	210001269890 Total:	18.54							
*** 210001655200	12/17/2024	25.49	0.00	01/03/2025				No	0
100-068-550100	Utilities				608 S FRONT ST - 11/16-12/13/24				
	210001655200 Total:	25.49							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
*** 210002094969	12/17/2024	24.97	0.00	01/03/2025				No	0
100-068-550100 Utilities					STATE ST LIFT STATION - 11/16-12/13/24				
210002094969 Total:		24.97							
*** 210002243143	12/16/2024	25.34	0.00	01/03/2025				No	0
100-068-550100 Utilities					2500 S 2ND ST - 11/16-12/13/24				
210002243143 Total:		25.34							
*** 210002282773	12/17/2024	158.38	0.00	01/03/2025				No	0
100-068-550100 Utilities					CITY HALL - 11/16-12/13/24				
210002282773 Total:		158.38							
*** 210002365869	12/17/2024	18.54	0.00	01/03/2025				No	0
100-068-550100 Utilities					7TH ST YD HYDRANT - 11/16-12/13/24				
210002365869 Total:		18.54							
*** 210004789874	12/17/2024	231.86	0.00	01/03/2025				No	0
100-068-550100 Utilities					606 S FRONT ST (WWTP) - 11/16-12/13/24				
210004789874 Total:		231.86							
*** 220000296568	12/17/2024	29.08	0.00	01/03/2025				No	0
100-068-550100 Utilities					FRONT ST REST AREA - 11/16-12/13/24				
220000296568 Total:		29.08							
*** 220038853805	12/17/2024	30.94	0.00	01/03/2025				No	0
100-068-550100 Utilities					FIRE STATION #1 SHED - 11/16-12/13/24				
220038853805 Total:		30.94							
*** 220040749688	12/17/2024	47.71	0.00	01/03/2025				No	0
100-068-550100 Utilities					311 BROADWAY ST - 11/16-12/13/24				
220040749688 Total:		47.71							
Illinois American Water Co		718.96							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Menards									
10414									
93926	12/20/2024	11.97	0.00	01/03/2025				No	0
100-068-534200 Buildings And Grounds Rep					TOOL SET				
93926 Total:		11.97							
Menards Total:		11.97							
NAPA Auto Parts									
10441									
590339	11/5/2024	259.99	0.00	01/03/2025				No	0
100-761-534000 Automotive Expense					SQUAD PARTS REPLACEMENT				
590339 Total:		259.99							
NAPA Auto Parts Total:		259.99							
NCL of Wisconsin Inc									
12393									
512649	12/5/2024	522.52	0.00	01/03/2025				No	0
231-031-561300 Testing Fees And Expenses					LAB TESTING SUPPLIES				
512649 Total:		522.52							
NCL of Wisconsin Inc Tota		522.52							
Polydyne Inc									
15310									
1890282	12/26/2024	7,590.00	0.00	01/03/2025				No	0
231-031-522200 Chemical Supplies					POLYMER FOR SLUDGE TREATMENT				
1890282 Total:		7,590.00							
1890284	12/26/2024	3,795.00	0.00	01/03/2025				No	0
231-031-522200 Chemical Supplies					POLYMER FOR SLUDGE TREATMENT				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
1890284 Total:		3,795.00							
Polydyne Inc Total:		11,385.00							
Puritan Springs Water 10766 *** 1386911	12/19/2024	13.23	0.00	01/03/2025				No	0
525-525-524000 Lease/rental Of Equipment		DRINKING WATER @ AIRPORT - 12/16/24							
1386911 Total:		13.23							
Puritan Springs Water Tota		13.23							
Ray O'Herron Co, Inc 10539 2383863	12/20/2024	1,977.72	0.00	01/03/2025				No	0
100-761-554300 Tools & Uniforms		NEW HIRE UNIFORM - KC							
2383863 Total:		1,977.72							
Ray O'Herron Co, Inc Tota		1,977.72							
Streamline Jacks LLC 15242 1802	12/17/2024	1,215.00	0.00	01/03/2025				No	0
570-570-598100 Public Relations		DOWNTOWN INFOGRAPHIC - PMT #2							
1802 Total:		1,215.00							
Streamline Jacks LLC Tota		1,215.00							
Sur-Tec, Inc 14360 16003	12/14/2024	2,963.00	0.00	01/03/2025				No	0

AP-To Be Paid Proof List (12/31/2024 - 3:38 PM)

Page 8

*** 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					
100-761-538000 Maintenance Agreements					ANNUAL RENEWAL				
16003 Total:		2,963.00							
Sur-Tec, Inc Total:		2,963.00							
Tractor Supply Credit Plan									
10659									
238154	12/23/2024	14.99	0.00	01/03/2025				No	0
100-068-534200 Buildings And Grounds Rep					GARDEN TOOL				
238154 Total:		14.99							
Tractor Supply Credit Plan		14.99							
Uftring Auto Group									
10829									
262418CHW	12/10/2024	56.29	0.00	01/03/2025				No	0
100-761-534000 Automotive Expense					PART REPLACEMENT - SQUAD 2203				
262418CHW Total:		56.29							
Uftring Auto Group Total:		56.29							
Report Total:		26,875.80							

Accounts Payable

To Be Paid Proof List

User: cmbodine@ci.pekin.il.us
Printed: 01/07/2025 - 7:25AM
Batch: 00003.01.2025 - CMB_2025-01-07_VASSELLI



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				
Vasselli Law, LLC									
15247									
2024000158	12/31/2024	19,000.00	0.00	01/07/2025				No	0
100-003-560600 Corporate Counsel Fees			LEGAL FEES - GENERAL - DEC 2024						
	2024000158 Total:	19,000.00							
2024000159	12/31/2024	3,997.40	0.00	01/07/2025				No	0
100-003-560600 Corporate Counsel Fees			LEGAL FEES - LITIGATION - DEC 2024						
	2024000159 Total:	3,997.40							
	Vasselli Law, LLC Total:	22,997.40							
	Report Total:	22,997.40							



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: December 2024		
Incident Type Category: 1 - Fire		
111 - Building fire	4	0.64%
113 - Cooking fire, confined to container	6	0.96%
114 - Chimney or flue fire, confined to chimney or flue	2	0.32%
117 - Commercial Compactor fire, confined to rubbish	1	0.16%
118 - Trash or rubbish fire, contained	1	0.16%
141 - Forest, woods or wildland fire	1	0.16%
154 - Dumpster or other outside trash receptacle fire	1	0.16%
Total: 16	Total: 2.55%	
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident		
300 - Rescue, EMS incident, other	1	0.16%
311 - Medical assist, assist EMS crew	45	7.18%
321 - EMS call, excluding vehicle accident with injury	405	64.59%
322 - Motor vehicle accident with injuries	7	1.12%
324 - Motor vehicle accident with no injuries.	4	0.64%
Total: 462	Total: 73.68%	
Incident Type Category: 4 - Hazardous Condition (No Fire)		
412 - Gas leak (natural gas or LPG)	6	0.96%
440 - Electrical wiring/equipment problem, other	1	0.16%
445 - Arcing, shorted electrical equipment	1	0.16%
461 - Building or structure weakened or collapsed	1	0.16%
482 - Threat to burn	1	0.16%
Total: 10	Total: 1.59%	
Incident Type Category: 5 - Service Call		
500 - Service call, other	3	0.48%
510 - Person in distress, other	1	0.16%
511 - Lock-out	3	0.48%
550 - Public service assistance, other	14	2.23%
551 - Assist police or other governmental agency	6	0.96%
552 - Police matter	1	0.16%
553 - Public service	3	0.48%
554 - Assist invalid	38	6.06%
561 - Unauthorized burning	7	1.12%
571 - Cover assignment, standby, moveup	1	0.16%
Total: 77	Total: 12.28%	
Incident Type Category: 6 - Good Intent Call		
611 - Dispatched and cancelled en route	23	3.67%
622 - No incident found on arrival at dispatch address	2	0.32%
631 - Authorized controlled burning	2	0.32%
Total: 27	Total: 4.31%	
Incident Type Category: 7 - False Alarm & False Call		
700 - False alarm or false call, other	11	1.75%
733 - Smoke detector activation due to malfunction	1	0.16%
735 - Alarm system sounded due to malfunction	2	0.32%
740 - Unintentional transmission of alarm, other	4	0.64%

Basic Incident Type	Total Incidents	Total Incidents Percent of Incidents
743 - Smoke detector activation, no fire - unintentional	10	1.59%
745 - Alarm system activation, no fire - unintentional	3	0.48%
746 - Carbon monoxide detector activation, no CO	4	0.64%
	Total: 35	Total: 5.58%
	Total: 627	Total: 100.00%
	Total: 627	Total: 100.00%

**REQUEST FOR COUNCIL ACTION**

Agenda Date: January 13, 2025
To: Members of the City Council
From: Seth Ranney, Police Chief

AGENDA ITEM: Police Department Monthly Statistics-November 2024

DESCRIPTION: November 2024 Statistics

FINANCIAL IMPACT:

Requested Amount:

Line Item:

Category:

Line / Category Budgeted Amount:

Line / Category Remaining Funds:

Notes:

Award Type:

REVIEWED BY:

Seth Ranney, Police Chief
 John Dossey, City Manager
 Sue McMillan, City Clerk

Approved - 12/16/2024
 Approved - 12/19/2024
 Final Approval - 1/7/2025

Year Month

November 2024

▼



Monthly Statistics

Crime Overview

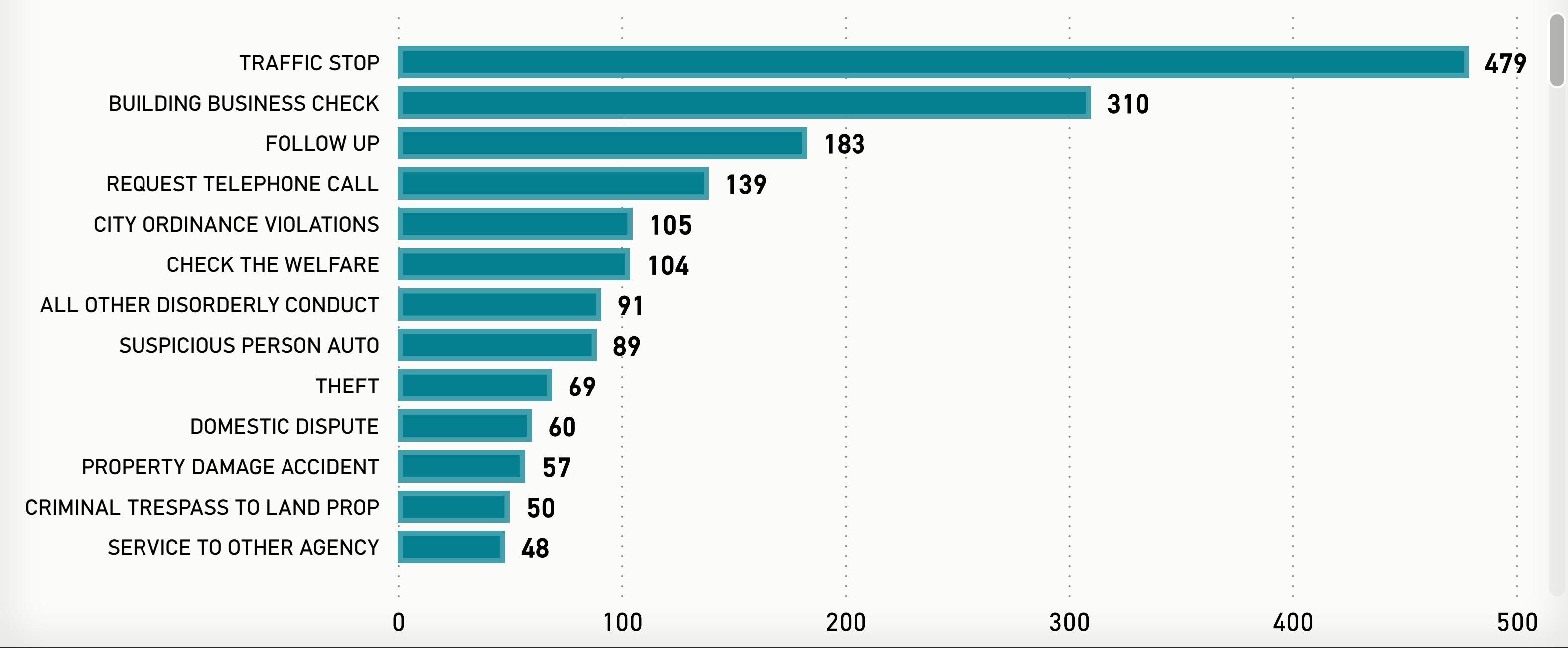
November 2024



Total Calls For Service

2,586

Calls For Service by Call Type



Arrests

165

Charges

234

Reports

535

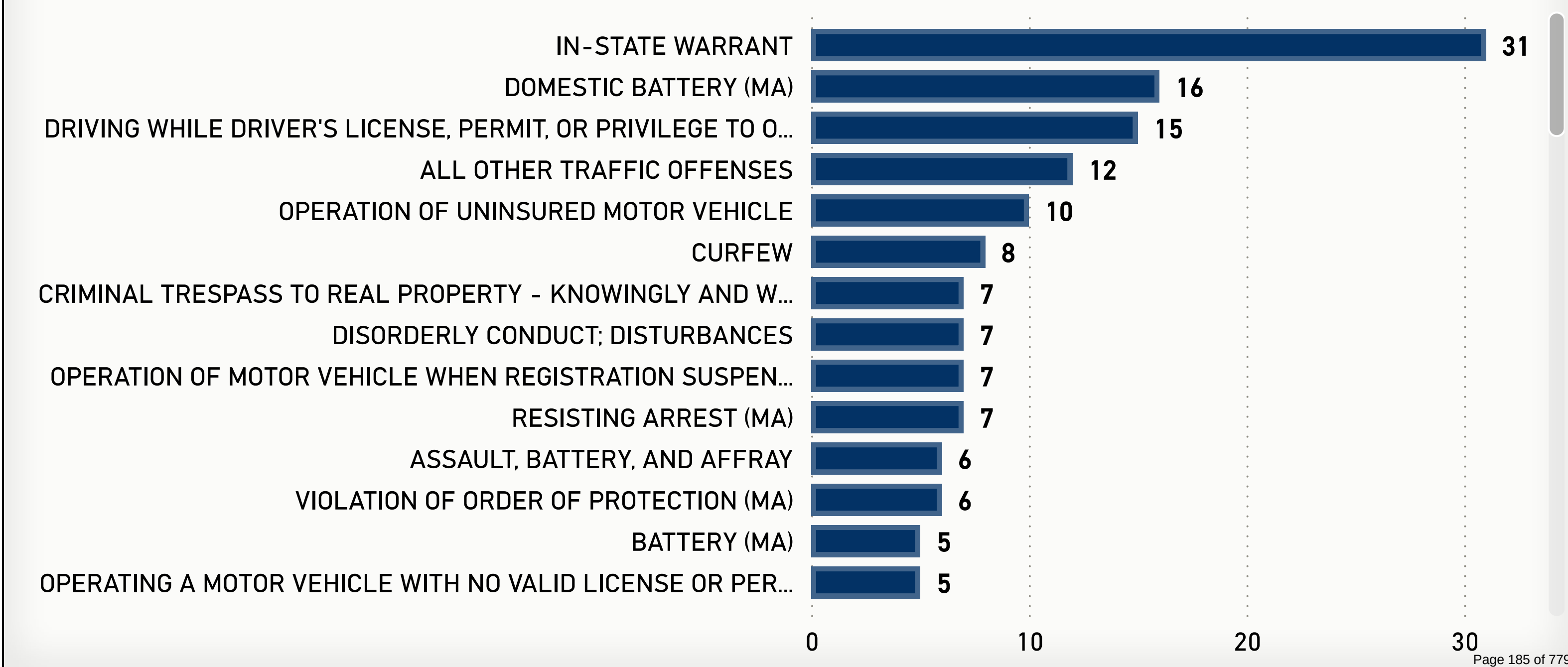
Contributions

638

Cases

95

Arrests by Charge Description





Monthly Statistics

Crime Overview, Continued



November 2024

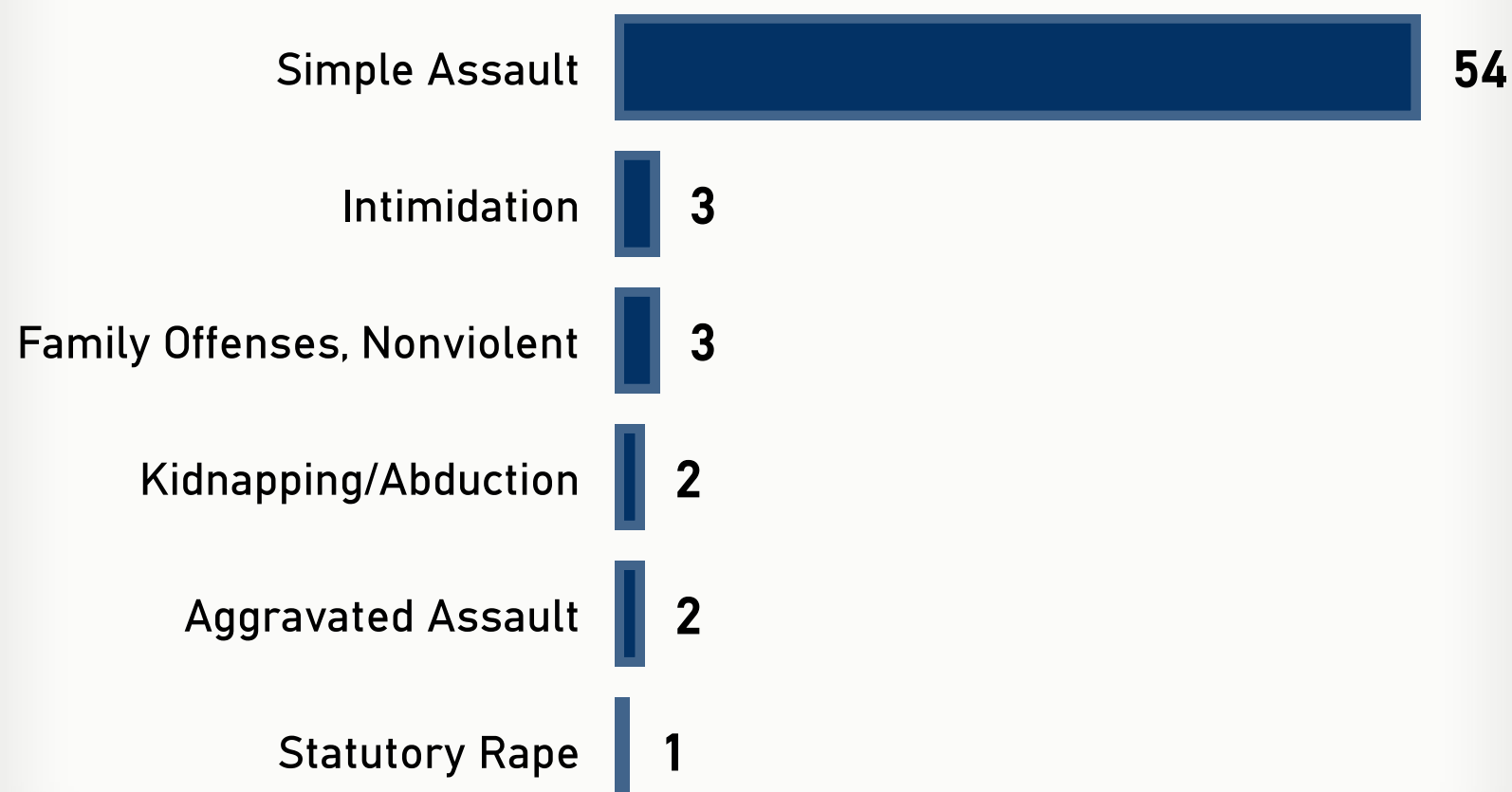
Total Offenses

423

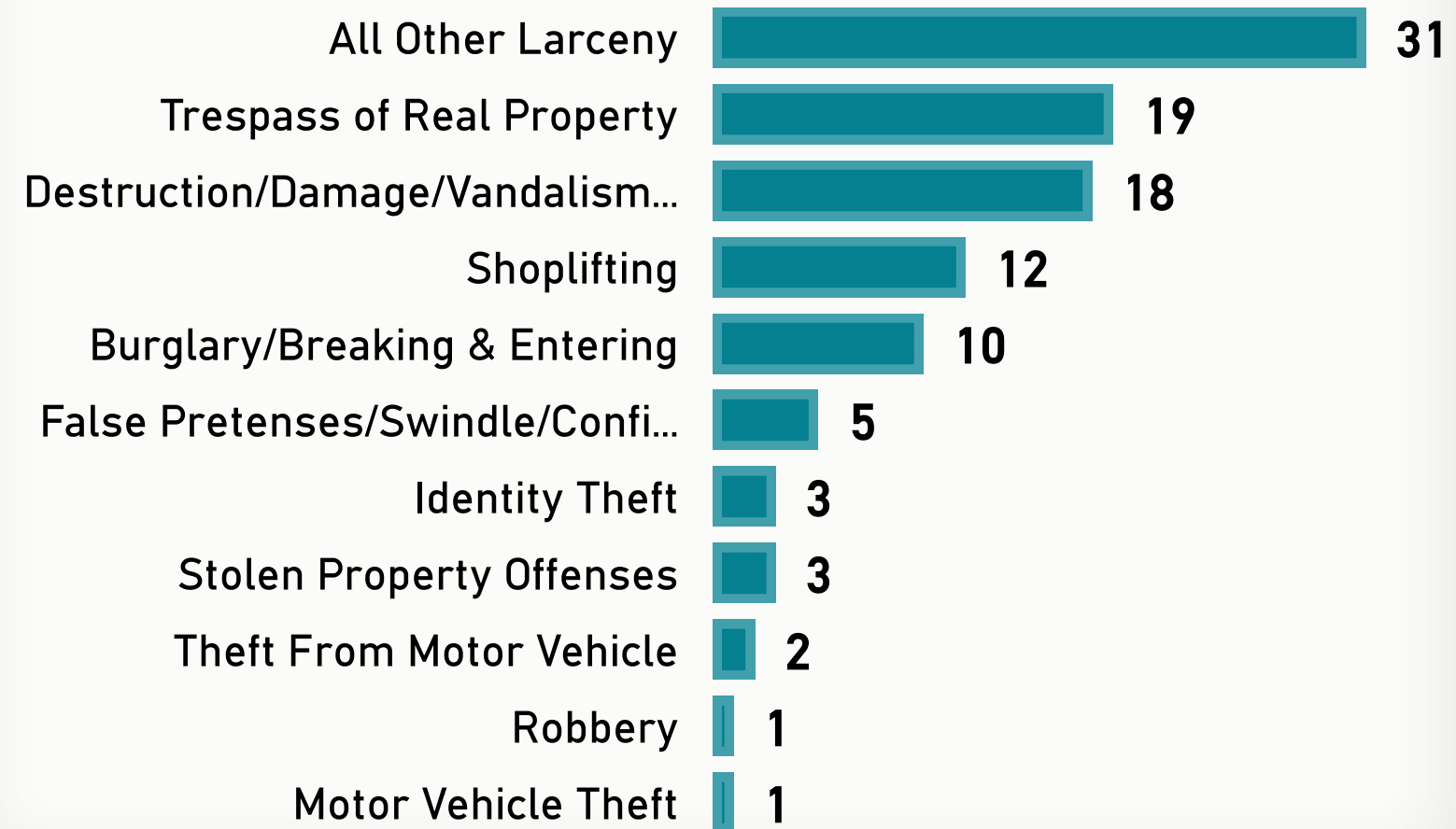
Total Incidents

311

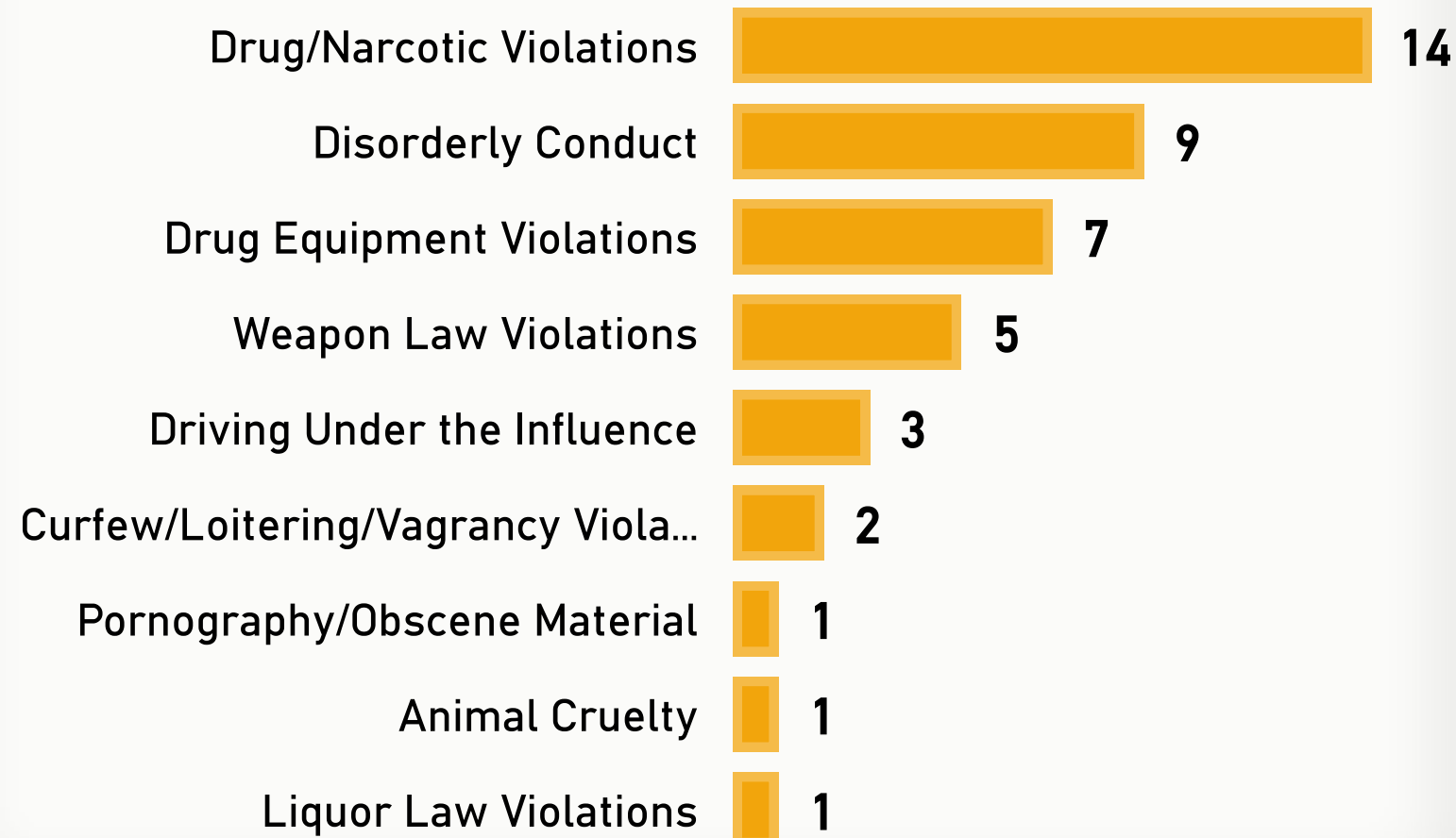
Crimes Against Person



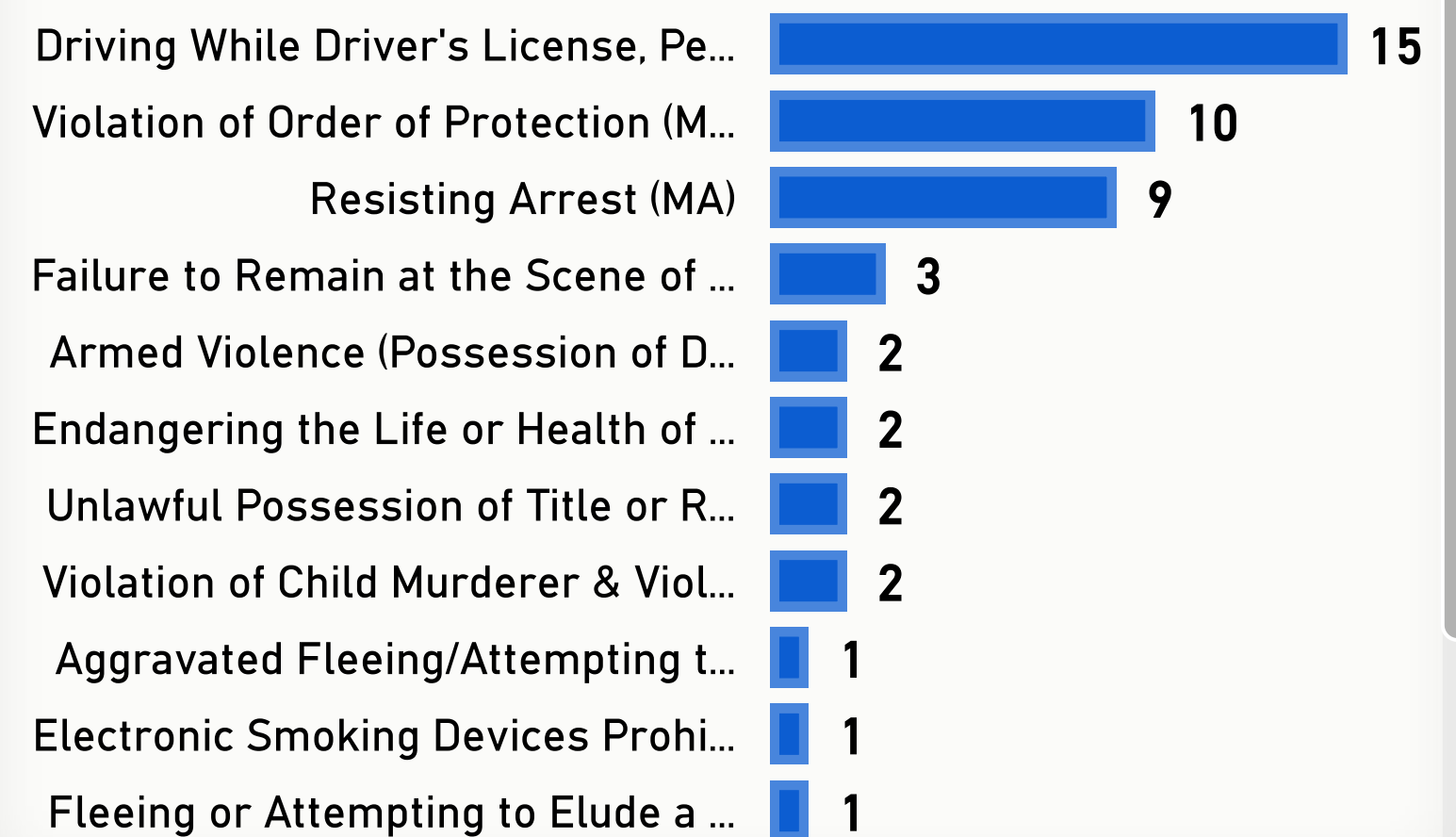
Crimes Against Property



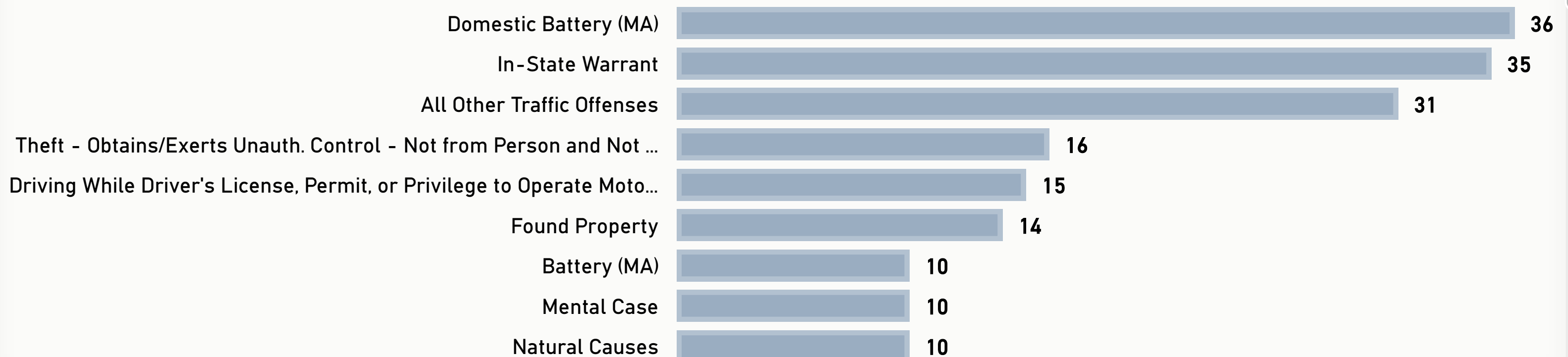
Crimes Against Society



All Other Offenses



Offenses by Description





Monthly Statistics

Traffic Overview

November 2024



Traffic Stops

315

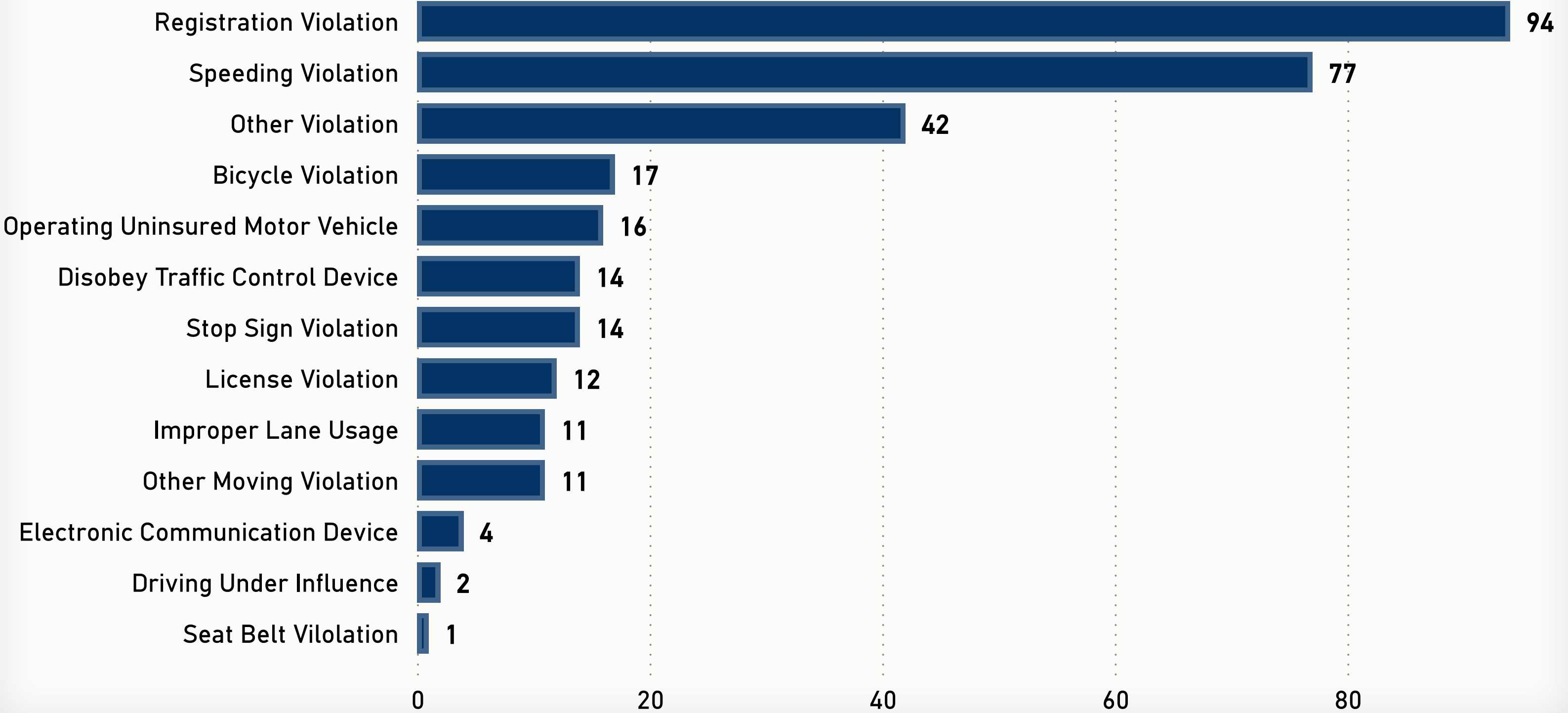
Traffic Accidents

65

Vehicle Impounds

23

Traffic Stops by Type



Monthly Statistics

Records Overview

November 2024

FOIA Requests

58

FOIA Pages

917

FOIA Videos

22

Property Intakes

105

Property Destroyed or Returned

7



Monthly Statistics

Code Enforcement Overview



November 2024

Logged Complaints
221

Citations Issued
228

Adjudication Cases
117

Monthly Statistics

Social Worker Overview

November 2024

Homeless Contacts
29

Telephone Counseling
14

In-Person Counseling
17

Patrol Referrals
5

**REQUEST FOR COUNCIL ACTION**

Agenda Date: January 13, 2025
To: Members of the City Council
From: Seth Ranney, Police Chief

AGENDA ITEM: Police Department Monthly Statistics-December 2024

DESCRIPTION: Pekin Police Monthly Statistics-December 2024

FINANCIAL IMPACT:

Requested Amount:

Line Item:

Category:

Line / Category Budgeted Amount:

Line / Category Remaining Funds:

Notes:

Award Type:

REVIEWED BY:

Seth Ranney, Police Chief
 John Dossey, City Manager
 Sue McMillan, City Clerk

Approved - 1/7/2025
 Approved - 1/7/2025
 Final Approval - 1/8/2025



Monthly Statistics

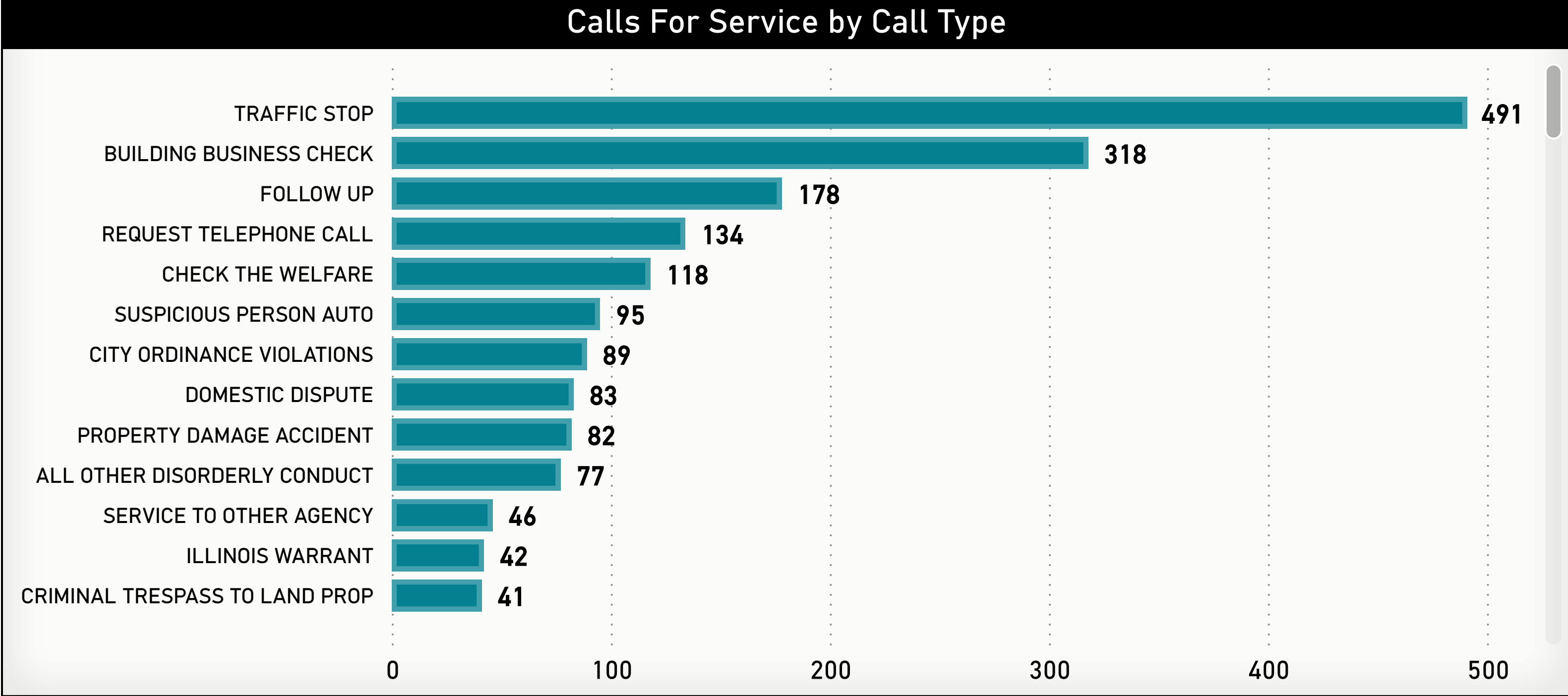
Crime Overview

December 2024



Total Calls For Service

2,552



Arrests

160

Charges

228

Reports

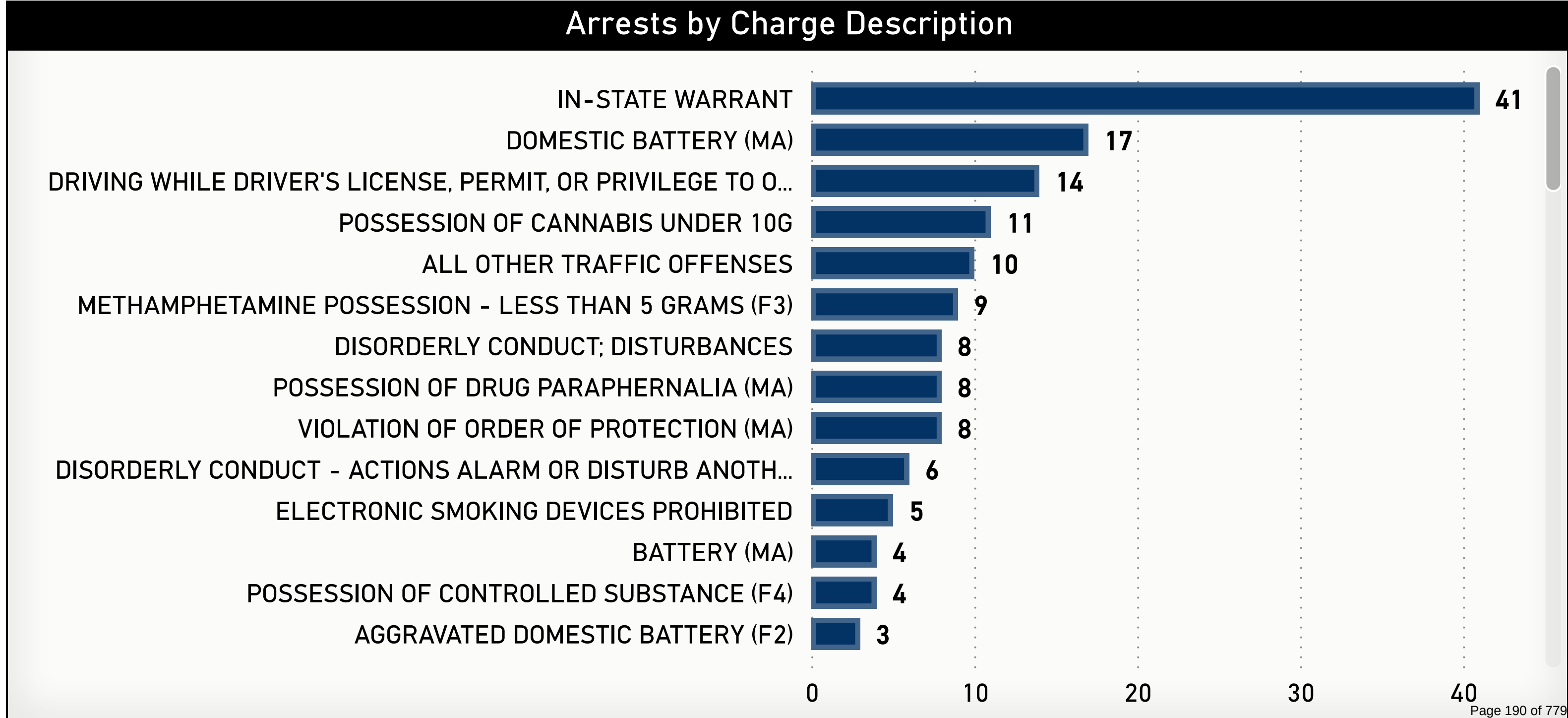
437

Contributions

531

Cases

74





Monthly Statistics

Crime Overview, Continued



December 2024

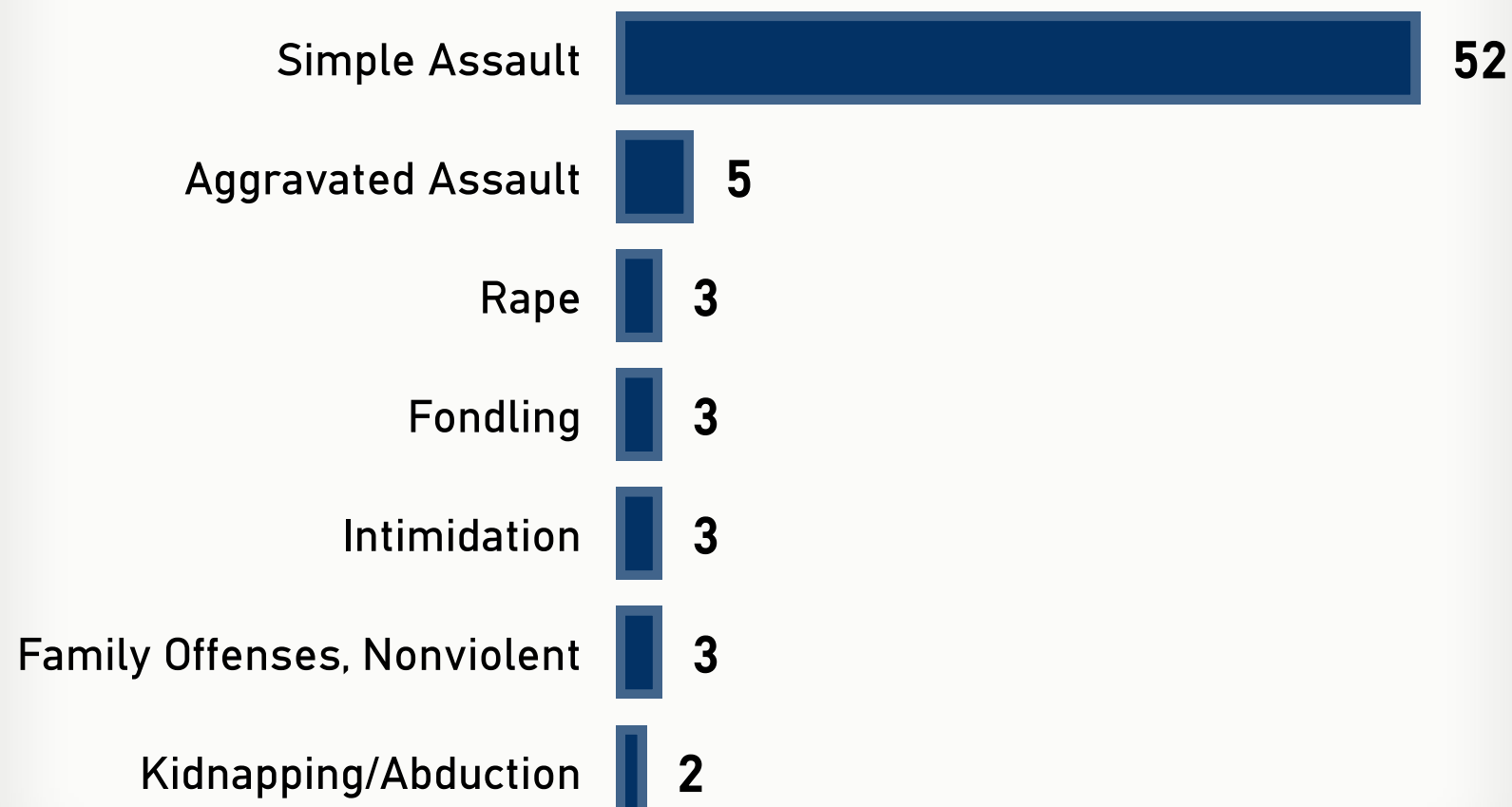
Total Offenses

394

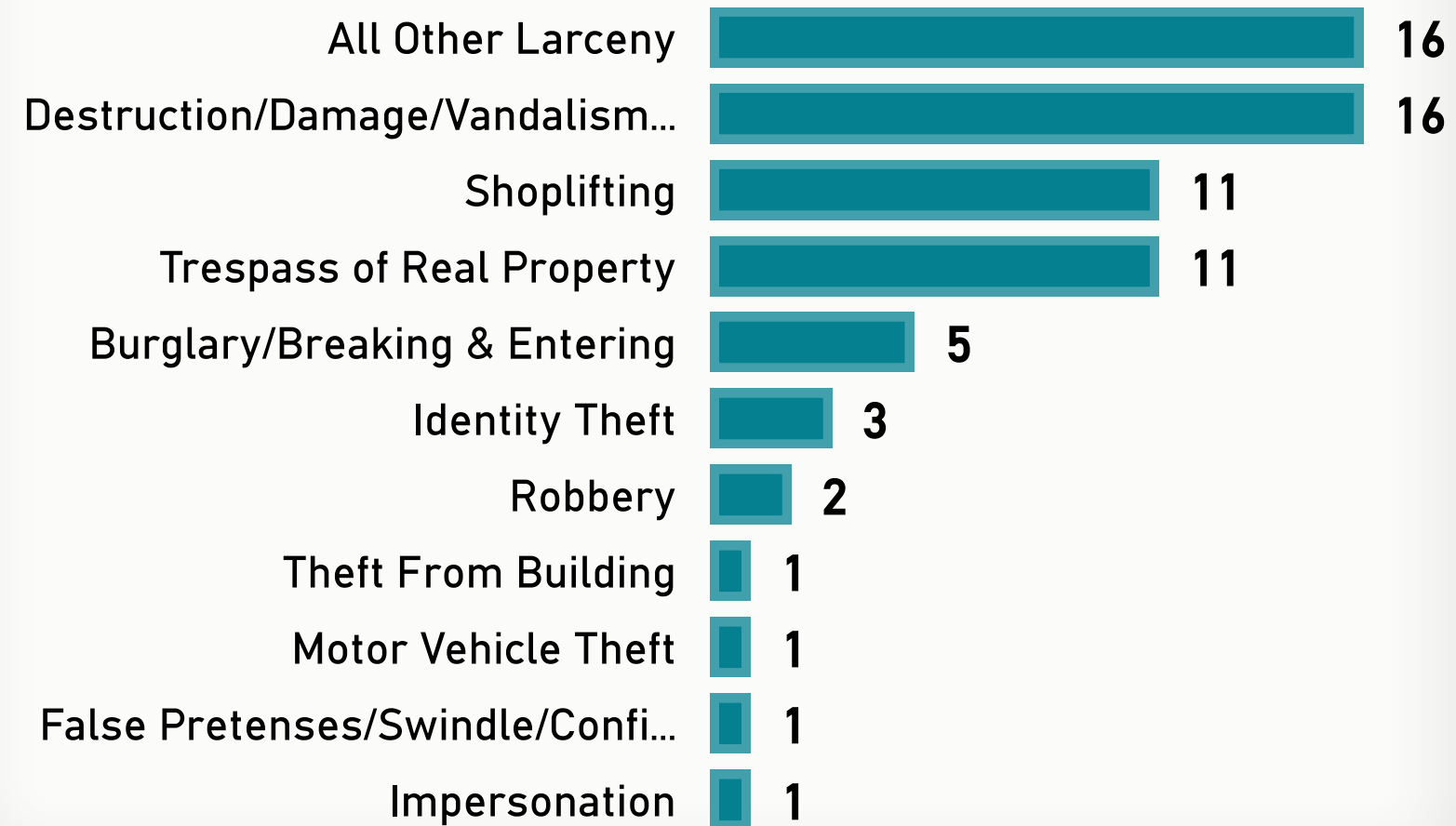
Total Incidents

290

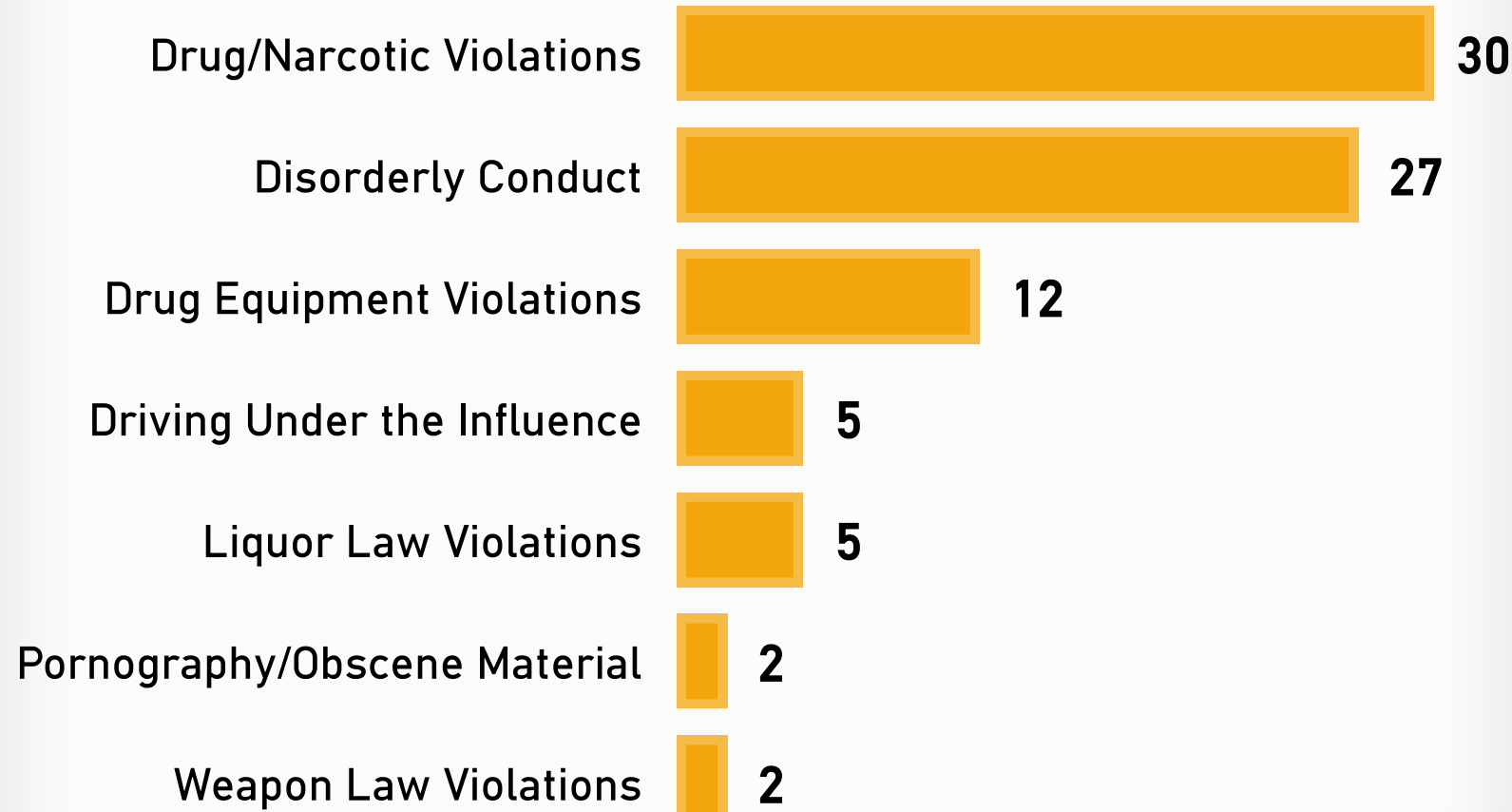
Crimes Against Person



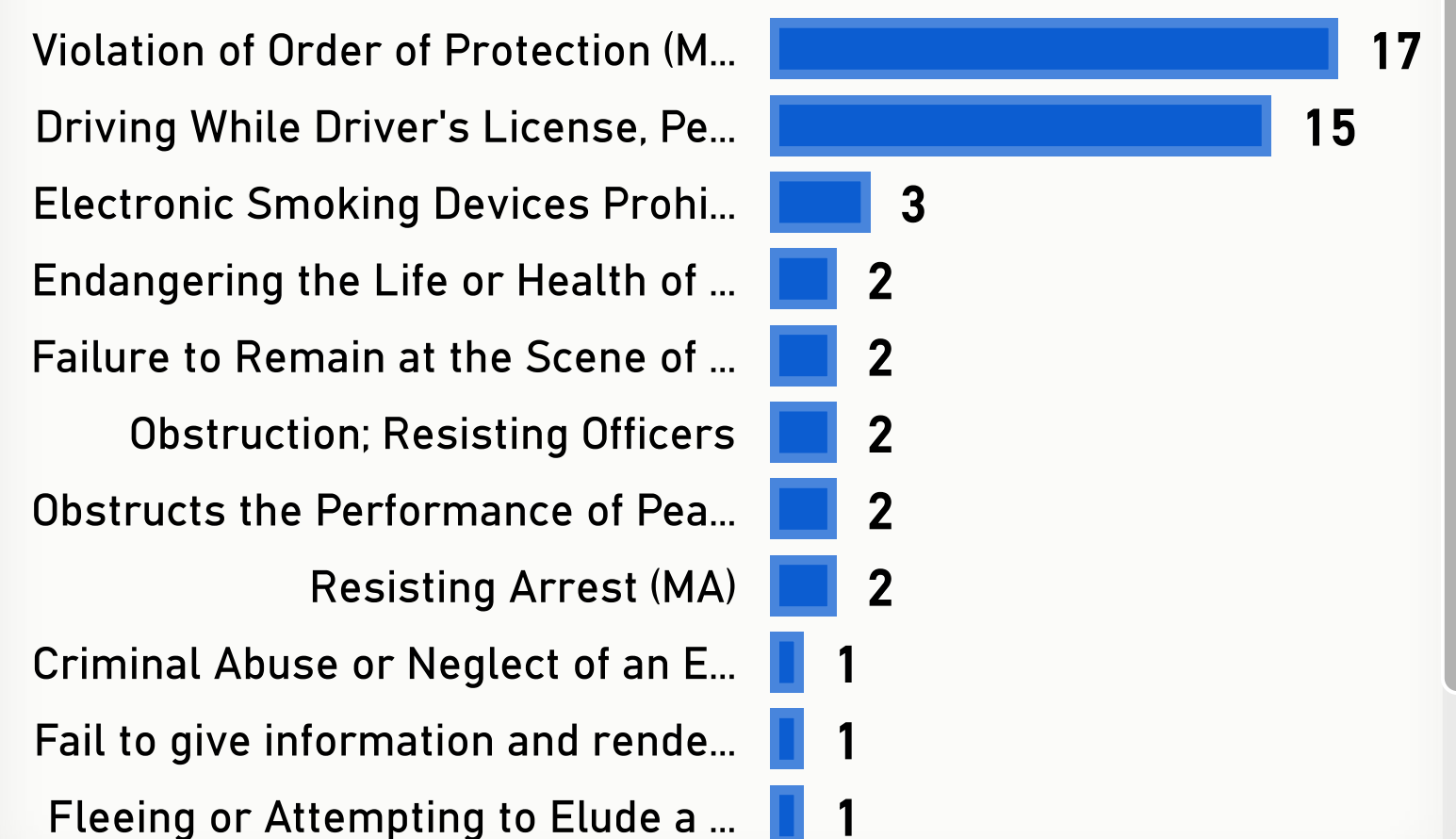
Crimes Against Property



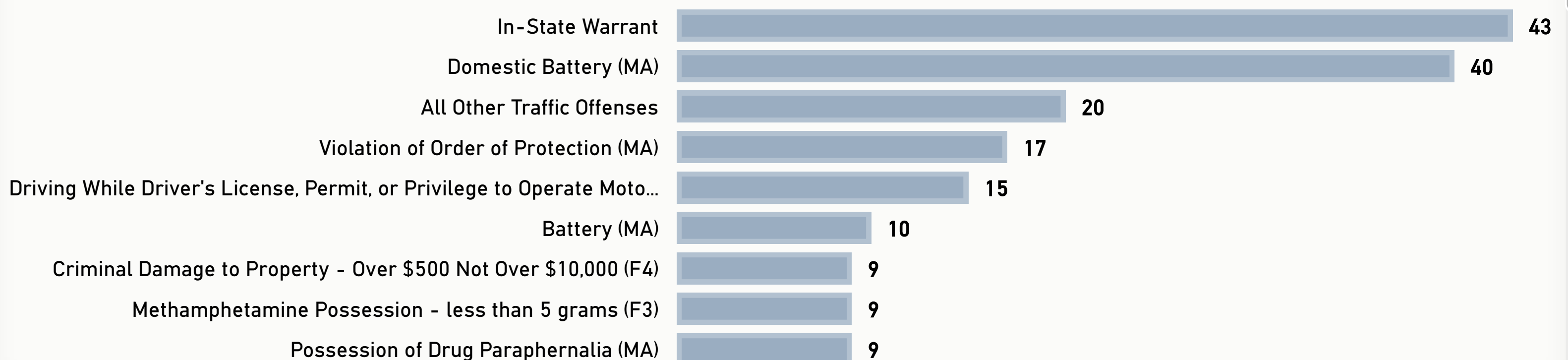
Crimes Against Society



All Other Offenses



Offenses by Description





Monthly Statistics

Traffic Overview

December 2024



Traffic Stops

476

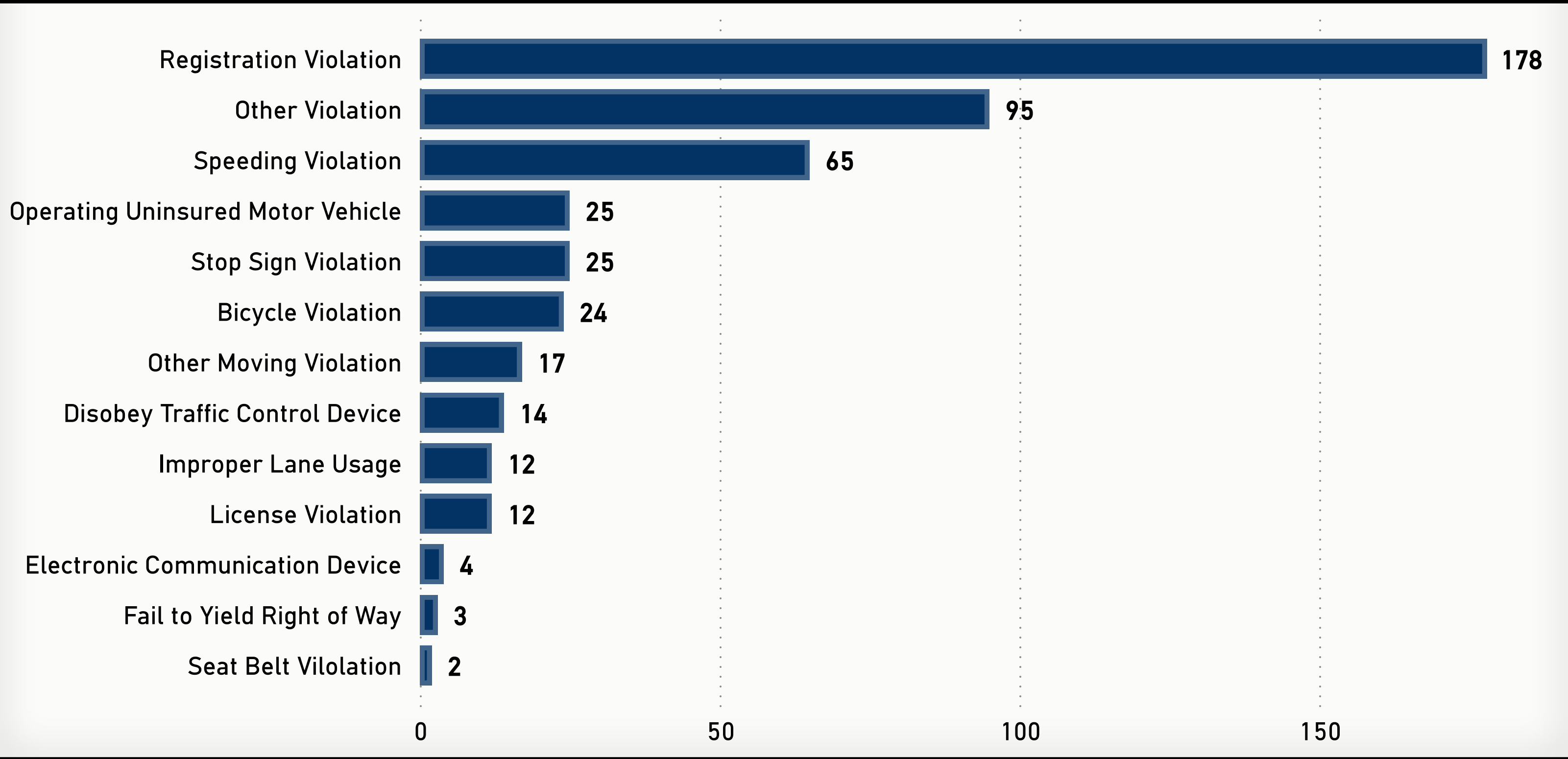
Traffic Accidents

54

Vehicle Impounds

26

Traffic Stops by Type



Monthly Statistics

Records Overview

December 2024

FOIA Requests

65

FOIA Pages

892

FOIA Videos

82

Property Intakes

144

Property Destroyed or Returned

12



Monthly Statistics

Code Enforcement Overview



December 2024

Logged Complaints

181

Citations Issued

109

Adjudication Cases

181

Monthly Statistics

Social Worker Overview

December 2024

Homeless Contacts

36

Telephone Counseling

11

In-Person Counseling

16

Patrol Referrals

8

**REQUEST FOR COUNCIL ACTION**

Agenda Date: January 13, 2025
To: Members of the City Council
From: Nic Maquet, Chief Building Official

AGENDA ITEM: Building Department Permit Report December 2024

DESCRIPTION: Building Department Permit Report for December 2024

FINANCIAL IMPACT:
N/A

REVIEWED BY:

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

Approved - 1/5/2025
 Approved - 1/7/2025
 Final Approval - 1/7/2025

Cash Receipts

Receipt Listing by GL

User: nmaquet@ci.pekin.il.us

Printed: 01/04/2025 - 4:37 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	
100-793-420800			Electrical Contractors License			
01282112	True	000000 TEST		12/13/2024	Electrical License	300.00
					Fund: 100 Total:	
100-793-425500			Hvac Permit			
01280994	False	026338 Cordts Heating & Air		12/9/2024	HVAC Permit - 24PEK-HV-0252 - 21	25.00
01280994	False	026338 Cordts Heating & Air		12/9/2024	HVAC Permit - 24PEK-HV-0251 - 15	50.00
01281666	False	028140 Scott Sauder		12/2/2024	HVAC Permit - 24PEK-HV-0245 - 14	50.00
01281695	False	014294 Frank Shearer		12/3/2024	HVAC Permit - 24PEK-HV-0247 - 12	25.00
01281695	False	014294 Frank Shearer		12/3/2024	HVAC Permit - 24PEK-HV-0246 - 14	25.00
01281858	False	026338 Cordts Heating & Air		12/11/2024	HVAC Permit - 24PEK-HV-0254 - 18	25.00
01282214	False	026545 Kent Schuck		12/13/2024	HVAC Permit - 24PEK-HV-0256 - 23	50.00
01282940	False	014294 Frank Shearer		12/5/2024	HVAC Permit - 24PEK-HV-0224 - 15	25.00
01282940	False	014294 Frank Shearer		12/5/2024	HVAC Permit - 24PEK-HV-0248 - 50	25.00
01282942	False	027600 Nicholas Mucciante		12/5/2024	HVAC Permit - 24PEK-HV-0249 - 36	25.00
01282943	False	027600 Nicholas Mucciante		12/6/2024	HVAC Permit - 24PEK-HV-0250 - 24	50.00
01282969	False	026009 Craig Stuber		12/9/2024	HVAC Permit - 24PEK-HV-0238 - 18	50.00
01282969	False	026009 Craig Stuber		12/9/2024	HVAC Permit - 24PEK-HV-0240 - 71	50.00
01284267	False	014294 Frank Shearer		12/13/2024	HVAC Permit - 24PEK-HV-0255 - 13	25.00
01284489	False	014294 Frank Shearer		12/16/2024	HVAC Permit - 24PEK-HV-0257 - 20	25.00
01284519	False	026338 Cordts Heating & Air		12/23/2024	HVAC Permit - 24PEK-HV-0260 - 63	25.00
01284519	False	026338 Cordts Heating & Air		12/23/2024	HVAC Permit - 24PEK-HV-0259 - 14	50.00
01285757	False	026576 Paxton Griffin		12/17/2024	HVAC Permit - 24PEK-HV-0258 - 12	50.00
01285769	False	027600 Nicholas Mucciante		12/23/2024	HVAC Permit - 24PEK-HV-0261 - 83	341.00
					Fund: 100 Total:	991.00
100-793-425700			Special Use Permit			
01279945	False	028227 Central Life Church		12/4/2024	Special Use Permit	0.00

Account Number			Account Description			Amount
Receipt No	Void	Cust No	Name	Receipt Date	Line Item Description	
01284175	False	028227	Central Life Church	12/23/2024	Special Use Permit	0.00
					Fund: 100	Total: 0.00
100-793-425800			Application Fee			
01277813	True	030436	Jacob Force Force Masonry Construct	12/2/2024	Non-Residential Variance Application	125.00
01277814	False	030436	Jacob Force Force Masonry Construct	12/2/2024	Non-Residential Variance Application	125.00
01282610	False	035633	Daniel Maloney	12/16/2024	Special Use Application Fee - 1715 D	125.00
01282798	False	015897	Brenda Guengerich	12/18/2024	Resi Variance Application - 1211 S 9th	125.00
01282853	False	035636	Maurer-Stutz, Inc	12/18/2024	Non-Resi Variance Application - 328 I	125.00
					Fund: 100	Total: 500.00
100-793-426000			Electrical Permits			
01279612	False	026278	Robert Keith	12/3/2024	Electrical Permit - 24PEK-EL-0245 -	75.00
01279613	False	025868	Ryan Koener	12/3/2024	Electrical Permit - 24PEK-EL-0249 -	75.00
01279617	False	025868	Ryan Koener	12/4/2024	Electrical Permit - 24PEK-EL-0250 -	75.00
01280302	False	027980	Andrew Zeller	12/4/2024	Electrical Permit - 24PEK-EL-0251 -	1,170.00
01281700	False	033332	Bruce Wood	12/4/2024	Electrical Permit - 23PEK-SOL-1320	43.00
01281850	False	025868	Ryan Koener	12/10/2024	Electrical Permit - 24PEK-EL-0248 -	75.00
01282213	False	026543	Kent Schuck	12/13/2024	Electrical Permit - 24PEK-EL-0255 -	130.00
01282989	False	026264	Mike Rumbold	12/9/2024	Electrical Permit - 24PEK-EL-0252 -	50.00
01284215	False	025873	Stephen Gardner Jr	12/10/2024	Electrical Permit - 24PEK-EL-0253 -	75.00
01284259	False	026264	Mike Rumbold	12/13/2024	Electrical Permit - 24PEK-EL-0254 -	50.00
01284373	False	032792	Joshuah Burton	12/16/2024	Electrical Permit - 24PEK-EL-0256 -	109.00
01284377	False	034635	Paul Joyce	12/16/2024	Electrical Permit - 24PEK-SOL-0226	75.00
01284485	False	026016	Joshua Fryman	12/16/2024	Electrical Permit - 24PEK-BP-0655 -	60.00
01285758	False	035631	Pablo Diaz	12/18/2024	Electrical Permit - 24PEK-EL-0257 -	50.00
01285759	False	028140	Scott Sauder	12/18/2024	Electrical Permit - 24PEK-EL-0259 -	75.00
01285759	False	028140	Scott Sauder	12/18/2024	Electrical Permit - 24PEK-EL-0258 -	75.00
01285762	False	034629	Grant Owen	12/19/2024	Electrical Permit - 24PEK-EL-0261 -	75.00
01285766	False	026503	Ray Trapp	12/20/2024	Electrical Permit - 24PEK-EL-0263 -	75.00
01285768	False	026016	Joshua Fryman	12/21/2024	Electrical Permit - 24PEK-EL-0260 -	100.00
01285771	False	034635	Paul Joyce	12/26/2024	Electrical Permit - 24PEK-SOL-0228	75.00
01285771	False	034635	Paul Joyce	12/26/2024	Electrical Permit - 24PEK-SOL-0229	75.00
01285773	False	033332	Bruce Wood	12/26/2024	Electrical Permit - 24PEK-SOL-0227	75.00
01287089	False	025870	Mark Stephens	12/27/2024	Electrical Permit - 24PEK-EL-0262 -	280.00
01287090	False	025861	Thomas Fleming	12/27/2024	Electrical Permit - 24PEK-EL-0266 -	290.00

Account Number			Account Description			Amount
Receipt No	Void	Cust No	Name	Receipt Date	Line Item Description	
01287247	False	025875	Scott Luginbuhl	12/31/2024	Electrical Permit - 24PEK-EL-0272 -	110.00
01287271	False	026503	Ray Trapp	12/31/2024	Electrical Permit - 24PEK-EL-0268 -	75.00
01287272	False	026504	Les Kennell	12/31/2024	Electrical Permit - 24PEK-EL-0267 -	75.00
01287275	False	034933	Logan Parr	12/31/2024	Electrical Permit - 24PEK-EL-0271 -	55.00
					Fund: 100	Total:
						3,622.00
100-793-426400	Building And Rezoning Permit					
01278158	False	030775	Riverside Exteriors, Inc	12/2/2024	Building Permit - 24PEK-BP-0640 - 1	60.00
01278158	False	030775	Riverside Exteriors, Inc	12/2/2024	Fence Permit - 24PEK-FE-0163 - 100	60.00
01279117	False	031947	Barbara Everett	12/3/2024	Building Permit - 24PEK-BP-0641	50.00
01279615	False	032911	Paul Davis Restoration	12/3/2024	Building Permit - 24PEK-BP-0477 - 2	591.00
01279782	False	035576	KNZ Construction	12/4/2024	Roofing Permit - 24PEK-BP-0645 - 1	60.00
01280874	False	035196	Brock Gray	12/6/2024	Curb Cut/Approach/Drive - 24PEK-B	40.00
01280989	False	018991	Clarence Brisbin	12/6/2024	Curb Cut/Approach/Drive - 24PEK-B	40.00
01281700	False	033332	Bruce Wood	12/4/2024	Solar Permit - 23PEK-SOL-1320 - 13	200.00
01281849	False	034792	Jessica Cupples	12/10/2024	Fence Permit - 24PEK-FE-0165 - 120	30.00
01281939	False	035570	Kenneth Humphrey	12/11/2024	Building Permit - 24PEK-BP-0465 - 1	40.00
01281974	False	020394	Julie Guidotti	12/11/2024	Demolition Permit - 24PEK-DEMO-0	100.00
01281975	False	021148	Kathie Johnson	12/11/2024	Building Permit - 24PEK-BP-0644 - 1	255.00
01282069	False	031790	PN Corporation	12/12/2024	Building Permit - 24PEK-BP-0652 - 9	30.00
01282082	False	035584	Savior Renovations	12/12/2024	Building Permit - 24PEK-BP-0653 - 2	72.00
01282137	False	035630	Beal Landscaping	12/13/2024	Fence Permit - 24PEK-FE-0166 - 900	66.00
01282223	False	029481	Mario Ramirez	12/13/2024	Demolition Permit - 24PEK-DEMO-0	50.00
01282838	False	034305	Up Front Contracting	12/18/2024	Building Permit - 24PEK-BP-0657 - 1	135.00
01282928	False	035082	Foundation Recovery Systems	12/5/2024	Building Permit - 24PEK-BP-0626 - 1	90.00
01282966	False	032033	Peerless Fence	12/9/2024	Fence Permit - 24PEK-FE-0164 - 190	87.00
01282982	False	030630	River City Roofing Company, INC	12/9/2024	Roofing Permit - 24PEK-BP-0650 - 9	84.00
01283318	False	010130	Restoration Builders of IL	12/20/2024	Fence Permit - 24PEK-FE-0169 - 121	40.00
01283607	False	035641	David Henry	12/19/2024	Building Permit - 24PEK-BP-0659 - 1	40.00
01283608	False	035642	Earth Services	12/18/2024	Demolition Permit - 24PEK-DEMO-0	200.00
01284257	False	030655	Perfect Choice Exteriors	12/12/2024	Roofing Permit - 24PEK-BP-0648 - 1	87.00
01284257	False	030655	Perfect Choice Exteriors	12/12/2024	Building Permit - 24PEK-BP-0649 - 1	96.00
01284377	False	034635	Paul Joyce	12/16/2024	Solar Permit - 24PEK-SOL-0226 - 10	200.00
01284392	False	034393	ReVamp Fence & Deck	12/16/2024	Fence Permit - 24PEK-FE-0167 - 144	40.00
01284401	False	005089	Justin Robinson	12/16/2024	Building Permit - 24PEK-BP-0651 - 1	90.00
01284448	False	030683	Michael Neville RockyTop Inc	12/16/2024	Roofing Permit - 24PEK-BP-0654 - 1	84.00

Account Number			Account Description			Amount
Receipt No	Void	Cust No	Name	Receipt Date	Line Item Description	
01284492	False	014385	Eric Swanson	12/16/2024	Building Permit - 24PEK-BP-0656 - 1	30.00
01284497	False	033580	High Point Fencing	12/16/2024	Fence Permit - 24PEK-FE-0168 - 180	50.00
01285319	False	015764	Dan Steinbach	12/26/2024	Curb Cut/Approach/Drive - 24PEK-B	436.00
01285756	False	035612	Kathy Brooks	12/17/2024	Sign Permit - 24PEK-SN-0025 - 1631	50.00
01285763	False	035645	Contractor's Disposal	12/19/2024	Dumpster - 24PEK-BP-0663 - 1304 R	100.00
01285764	False	026618	Michael & Allie Neville	12/19/2024	Roofing Permit - 24PEK-BP-0664 - 6	60.00
01285765	False	026618	Michael & Allie Neville	12/20/2024	Roofing Permit - 24PEK-BP-0665 - 1	81.00
01285768	False	026016	Joshua Fryman	12/21/2024	Building Permit - 24PEK-BP-0660 - 4	60.00
01285771	False	034635	Paul Joyce	12/26/2024	Solar Permit - 24PEK-SOL-0228 - 12	350.00
01285771	False	034635	Paul Joyce	12/26/2024	Solar Permit - 24PEK-SOL-0229 - 22	200.00
01285773	False	033332	Bruce Wood	12/26/2024	Solar Permit - 24PEK-SOL-0227 - 14	350.00
01285775	False	034624	David Miller	12/26/2024	Sign Permit - 24PEK-SN-0026 - 3524	100.00
01285776	False	035646	Carlson Exteriors	12/26/2024	Roofing Permit - 24PEK-BP-0667 - 8	50.00
01287091	False	032033	Peerless Fence	12/27/2024	Fence Permit - 24PEK-FE-0170 - 211	60.00
					Fund: 100	
					Total:	4,994.00
100-793-451200						
			Plumbing Permits			
01279490	False	034888	Babcock Inc	12/3/2024	Plumbing Permit - 24PEK-PL-0275 -	44.00
01281665	False	016439	Robert Maquet	12/2/2024	Plumbing Permit - 24PEK-PL-0272 -	48.00
01281696	False	014818	David Burling	12/3/2024	Plumbing Permit - 24PEK-PL-0273 -	51.00
01281701	False	026024	Reading & Son Plumbing Inc	12/4/2024	Plumbing Permit - 24PEK-PL-0276 -	51.00
01281702	False	016439	Robert Maquet	12/4/2024	Plumbing Permit - 24PEK-PL-0277 -	51.00
01282723	False	035634	Dave Sego	12/17/2024	Plumbing Permit - 24PEK-PL-0268 -	92.00
01282960	False	014818	David Burling	12/9/2024	Plumbing Permit - 24PEK-PL-0281 -	51.00
01282984	False	016439	Robert Maquet	12/9/2024	Plumbing Permit - 24PEK-PL-0279 -	48.00
01284217	False	016439	Robert Maquet	12/11/2024	Plumbing Permit - 24PEK-PL-0280 -	144.00
01284217	False	016439	Robert Maquet	12/11/2024	Plumbing Permit - 24PEK-PL-0283 -	48.00
01284218	False	033466	Walter's Water Works	12/11/2024	Plumbing Permit - 24PEK-PL-0282 -	48.00
01284364	False	025901	John Dillon	12/16/2024	Plumbing Permit - 24PEK-PL-0284 -	51.00
01284510	False	026020	Illini Plumbing Inc	12/16/2024	Plumbing Permit - 24PEK-PL-0269 -	84.00
01284510	False	026020	Illini Plumbing Inc	12/16/2024	Plumbing Permit - 24PEK-PL-0285 -	51.00
01285755	False	014294	Frank Shearer	12/17/2024	Plumbing Permit - 24PEK-PL-00289 -	48.00
01285755	False	014294	Frank Shearer	12/17/2024	Plumbing Permit - 24PEK-PL-0288 -	48.00
01285755	False	014294	Frank Shearer	12/17/2024	Plumbing Permit - 24PEK-PL-0287 -	48.00
01285760	False	033466	Walter's Water Works	12/18/2024	Plumbing Permit - 24PEK-PL-0290 -	48.00
01285761	False	026011	Joe Barth	12/18/2024	Plumbing Permit - 24PEK-PL-0291 -	48.00

Account Number			Account Description			Amount
Receipt No	Void	Cust No	Name	Receipt Date	Line Item Description	
01285767	False	014818	David Burling	12/20/2024	Plumbing Permit - 24PEK-PL-0292 -	231.00
01285772	False	016439	Robert Maquet	12/26/2024	Plumbing Permit - 24PEK-PL-0294 -	84.00
01285772	False	016439	Robert Maquet	12/26/2024	Plumbing Permit - 24PEK-PL-0293 -	48.00
01285774	False	014818	David Burling	12/26/2024	Plumbing Permit - 24PEK-PL-0295 -	51.00
01287270	False	026011	Joe Barth	12/31/2024	Plumbing Permit - 24PEK-PL-0300 -	96.00
01287273	False	014294	Frank Shearer	12/31/2024	Plumbing Permit - 24PEK-PL-0297 -	48.00
01287274	False	033466	Walter's Water Works	12/31/2024	Plumbing Permit - 24PEK-PL-0298 -	48.00
					Fund: 100	Total: 1,708.00
100-793-451400			Electrical Inspection Fee			
01283147	False	035640	Brian Montgomery	12/19/2024	Electrical Inspection/OCC - 24PEK-B	150.00
					Fund: 100	Total: 150.00
Report Totals:						11,965.00

**REQUEST FOR COUNCIL ACTION**

Agenda Date: January 13, 2025
To: Members of the City Council
From: Josie Esker, City Engineer

AGENDA ITEM: Receive and File Traffic Safety Committee November 2024 Meeting Minutes

DESCRIPTION:**FINANCIAL IMPACT:**

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

REVIEWED BY:

Sue McMillan, City Clerk

Final Approval - 1/8/2025

**REQUEST FOR COUNCIL ACTION**

Agenda Date: January 13, 2025
To: Members of the City Council
From: Josie Esker, City Engineer

AGENDA ITEM: Receive and File Traffic Safety Committee November 2024 Meeting Minutes

DESCRIPTION:**FINANCIAL IMPACT:**

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

REVIEWED BY:

Sue McMillan, City Clerk

Final Approval - 1/8/2025



City of Pekin

**PROCEEDINGS OF THE REGULAR MEETING
OF THE TRAFFIC SAFETY COMMITTEE OF THE CITY OF PEKIN, ILLINOIS,
HELD IN THE COUNCIL CHAMBERS OF CITY HALL
111 S. CAPITOL ST
ON FRIDAY, NOVEMBER 1, 2024 AT 8:30 AM
MAYOR MARY J. BURRESS PRESIDING**

Call to Order

There was no meeting due to lack of a quorum.

Approve Agenda

Approval of Minutes

Public Comments (Each speaker will be limited to 3 minutes)

Unfinished Business

5.1. Sign Request - Thrush Ave. and Gunion

5.2. Parking Concerns - Koch/Southmoor

New Business

6.1. Accessible Parking Sign Request - 220 Catherine

6.2. Streetlight Request - Sheridan Rd/Country Club Dr.

6.3. Parking Concerns - Prince St.

Any Other Business to Come Before the Committee

Adjourn

**REQUEST FOR COUNCIL ACTION**

Agenda Date: January 13, 2025
To: Members of the City Council
From: Joshua Wray, Economic Development Director

AGENDA ITEM: Receive and File Submittals for the RFP for the Acquisition and Development of the 57 Acre City Owned Property on Hanna Drive

DESCRIPTION: The only submittal received for this RFP was the submittal from Ambient Fuels, which is also included under New Business. Five other companies requested the RFP as noted below.

- Construct Connect
- Miller and Sons Construction
- Aupperle
- Stark Excavating
- Central Illinois Foundation Repair and Waterproofing

FINANCIAL IMPACT:

Requested Amount:

Line Item:

Budgeted Amount:

Remaining Funds:

Notes:

Award Type: (Remove all that do not apply) Bid, Request for Proposal, Request for Qualifications, Sole Source, Quotes, State Contract, N/A

REVIEWED BY:

John Dossey, City Manager
 Sue McMillan, City Clerk

Approved - 1/7/2025
 Final Approval - 1/10/2025

Ambient Fuels Response to City of Pekin's Request for Proposals: Acquisition and Improvement of City-Owned Industrial Property on Hanna Drive

1) Cover Letter

From:

Ambient Fuels LLC
Emily Wolf
Senior Director, Development and Finance
77 Sands Street
Brooklyn, NY 10121
emily.wolf@ambientfuels.com
Mobile: +1 917-282-3082

To:

City of Pekin
Attn: Josh Wray, Director of Economic Development
111 S Capitol Street
Pekin, IL 61554
JLWray@ci.pekin.il.us

On behalf of Ambient Fuels LLC, I am pleased to submit this proposal to enter into an Option Agreement to purchase the City-owned industrial property on Hanna Drive. Ambient Fuels is a green hydrogen and synthetic fuels project developer that is backed by Generate Capital, a sustainable infrastructure investor.

We are seeking to develop a synthetic fuels project on the city-owned site. The project will combine production of electrolytic hydrogen and carbon dioxide with the downstream production of a liquid fuel to be used in the transportation sector. The project has initially evaluated the location based on availability of renewable power and carbon dioxide and identified it as a strong candidate for synthetic fuels production. It has identified potential technology, development and power supply partners.

The project will look to enter into an Option Agreement for 47.6 acres (given the City's preference to retain 10 acres) under which it owes a quarterly option fee of \$7,500 in the first year and \$16,750 in the second year and secures exclusive rights to purchase the property for a price of \$1 million for up to two years. During the option period, it will perform site and environmental due diligence and critical project development activities (including engineering studies, completing interconnection applications and negotiation of key commercial contracts).

We are enthusiastic about developing the project opportunity and look forward to the opportunity to work with the City of Pekin. We appreciate your consideration and welcome any questions on the proposal.

Best Regards,

Emily Wolf

2) Development Proposal

The project being developed is a synthetic fuels project that will convert green hydrogen and carbon dioxide into a synthetic fuel. The project will be comprised of an electrolyzer, compressor, reactor, distillation column as well as balance of plant utilities (water treatment, cooling towers, substation and transformers, etc.) Please see Exhibit A for a conceptual site plan.

The end product has slight alcoholic odor, while the crude version of the end product can have more pungent odor. A suitable gas effluent treatment system should eliminate all odor from waste gases from the process. Aside from emergency safety venting, leaks or spills, the process should not cause odor. In the technologist's experience, odor related to the plant has not been a concern.

Normally there are noise specifications on equipment and valves to not exceed noise levels of 85-90 dB 1 meter away from equipment in normal operation. For abnormal situations (e.g. emergency flare scenarios) the vent/flare systems typically have some noise restriction specifications of less than 115 dB in accessible locations within the plant. In the technologist's experience, noise related to the plant has not been a concern.

Mitigation actions can be pursued depending on specific local regulations and requirements.

The distillation columns are 60m (~197 feet) in the base design but can be modified to be shorter. Even with design modification, we expect the columns would exceed 50 feet in height. Please let us know maximum height allowance and we can adjust design accordingly. If it is required to formally request an exception or permit for equipment taller than 50 feet as part of the proposal, we include that request herein.

3) Qualifications

The Ambient Fuels team has extensive experience developing infrastructure projects and working with general contractors at sites across the county across a wide range of sectors (ranging from renewable power projects to green hydrogen projects to industrial gas projects). It is a market leader that is purely dedicated to green hydrogen project development.

Our expected technology partner has significant experience developing synthetic fuels projects using their technology globally. Their experience includes development of 5 projects across Iceland, Germany, Sweden and China and they have several more currently in development.

4) Schedule:

Project development is anticipated to take 1.5 – 2 years and as a result, we have requested a 2-year term for the option agreement. At final investment decision, the project will exercise the option and execute the purchase and sale agreement included as an attachment to the option agreement, at which time, land would be transferred to the project. State and federal permitting requirements are to be evaluated in more detail in the initial stage of project development.

5) Financials:

The project's capital stack is expected to be comprised of 50% equity and 50% project financing. Ambient Fuels has a project-level equity commitment from its primary investor, Generate Capital. Under the agreement, the equity investor purchases the project from Ambient

Fuels at final investment decision and is responsible for construction costs. Ambient Fuels expects to select a partner on the downstream fuels project that will also contribute a portion of the project equity.

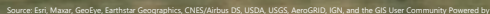
The project is expected to create approximately 50 - 100 construction jobs and approximately 25 direct, permanent full-time jobs during operation. The post-development value of the property will be based on expected capital improvements of approximately \$550 million. Annual sales (revenues) are expected to be approximately \$100 million.

6) Requests

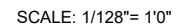
It is expected that the project will require rezoning to an I-2 heavy industrial district and requests a rezoning as part of this proposal. As part of the proposal, the project also requests to benefit from incentives for which it is eligible. It would like to apply for a property tax rebate based on the incremental value generated by the project given its location within a TIF district (recognizing this incentive is available in place of the property tax abatement available under the Enterprise Zone; however, if this is not the case, the project requests the most favorable property tax abatement available to it). In addition, it requests to be reimbursed for all eligible expenses from the TIF fund. In addition, the project requests access to the sales tax exemption on materials used in property improvements and applicable state sales tax incentives (e.g. Enterprise Zone Investment Tax Credit, Corporate Contribution Deductions, Manufacturing Machinery and Equipment Sales Tax Exemption, State Utility Tax Exemption).

The project will require interconnection to the Ameren Illinois transmission system with an expected load requirement of ~ 200 MW. The project may seek to drill water wells to the extent water rights are available.

Exhibit A



CONTROL ROOM



AMBIENT FUELS
PEKIN, IL

100KT/Y METHANOL
WITH ELECTROLYZER
FACILITY



CLIENT DOC NO							 Ambient Fuels 77 Sands Street, 6th Floor Brooklyn, NY 11201	AMBIENT FUELS PEKIN, IL				
VENDOR DOC NO								100KT/Y METHANOL WITH ELECTROLYZER FACILITY				
	A	10/10/24	PRELIMINARY DESIGN	JN								
	REV	DATE	DESCRIPTION	CAD	CHK'D	APRVD	SCALE	1/128"=1'-0"				
	THIS DRAWING AND ITS CONTENTS ARE THE PROPRIETARY INFORMATION OF AMBIENT FUELS, LLC AND SHALL NOT BE USED, REPRODUCED OR DISCLOSED WITHOUT THE EXPRESSED PRIOR WRITTEN PERMISSION OF AMBIENT FUELS, LLC.						PROJECT NO STD	TYPE DW	DRAWING NO PL-1000	Page 208 of 779 1 OF 1	REV A	

APPENDIX D

SUBMITTAL DOCUMENTS

SPECIAL PROVISIONS
PEKIN MUNICIPAL AIRPORT
REMOVE AND REPLACE
EXISTING AVIATION FUEL SYSTEM

HANSON NO. 22A0011D
ILLINOIS PROJECT NO.: C15-5018

BID SUBMITTAL CHECKLIST

A. In an effort to assist the Bidder in properly completing all documentation required, the following checklist is provided for the Bidder's convenience. The Bidder is solely responsible for verifying compliance with bid submittal requirements.

B. Attach this completed checklist to the outside of the Submittal envelope.

- ☒ Used the Bid Form provided in the Project Manual included within APPENDIX D.
- ☒ Prepared the Bid Form as required by the Instructions to Bidders.
- ☒ Indicated on the Bid Form the Addenda received.
- ☒ Attached to the Bid Form: Bid Supplement Form – Alternate, if applicable.
- ☒ Attached to the Bid Form: Bid Supplement Form - Security.
- ☒ Attached to the Bid Form: Bid Bond OR a certified check for the amount required.
- ☒ Attached Certifications described in Appendix A and provided in Appendix D.
- ☒ Bid envelope shows name and address of the Bidder.
- ☒ Bid envelope shows name of Project being bid.
- ☒ Bid envelope shows time and day of Bid Opening.
- ☒ Verified that the Bidder can meet Bonding requirements.
- ☒ Verified that the Bidder can provide Certificates of Insurance in the amounts indicated.

END OF DOCUMENT – BID SUBMITTAL CHECKLIST

SPECIAL PROVISIONS
PEKIN MUNICIPAL AIRPORT
REMOVE AND REPLACE
EXISTING AVIATION FUEL SYSTEM

HANSON NO. 22A0011D
ILLINOIS PROJECT NO.: C15-5018

1.1 BID INFORMATION

- A. Bidder: Illinois Oil Marketing Equipment, Inc
- B. Project Name: Remove and Replace Existing Aviation Fuel System.
- C. Project Location: Pekin Municipal Airport, Pekin, Tazewell County, Illinois 61554.
- D. Owner: City of Pekin, IL, Attn. Mike Cruce.
- E. Consultant: Hanson Professional Services Inc.
- F. Consultant Project Number: 22A0011.

1.2 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Hanson Professional Services Inc. and their subconsultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

Lump Sum Bid of:

One Million Two Hundred Eighty One Thousand One Hundred Fifty Four and Seventeen Dollars (\$ 1,281,154.17).

COST BREAKDOWN	
Mobilization -	\$14,032.00
Tanks -	\$628,869.18
Electrical Equipment/Materials -	\$276,000.00
Concrete Work -	\$93,762.72
Other Sitework -	\$15,000.00
Removal (Tanks & Piping) -	\$248,490.27
Traffic Maintenance -	\$5,000.00
Lump Sum Total (from above) -	\$1,281,154.17

- B. Additive Alternate Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract,

SPECIAL PROVISIONS
PEKIN MUNICIPAL AIRPORT
REMOVE AND REPLACE
EXISTING AVIATION FUEL SYSTEM

HANSON NO. 22A0011D
ILLINOIS PROJECT NO.: C15-5018

Drawings, Specifications, and all subsequent Addenda, as prepared by Hanson Professional Services Inc. and their subconsultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

Lump Sum Bid of:

_____ Dollars (\$_____).

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five (5) percent of the Base Bid amount above:

1. Sixty Four Thousand Fifty-Seven and Seventy One Dollars (\$ 64,057.71).

- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

- C. List subcontractors to be utilized on this project and portions of the Work assigned to them (please note DBE contractors utilized):

1. <u>Kaiser Electrical Contractors</u>	6. <u>Gingrich Crane</u>
2. <u>Aupperle Construction</u>	7. <u>Ron Cline Trucking</u>
3. <u>Badger Daylighting</u>	8. <u>Winstead Excavating</u>
4. <u>Robinson Engineering</u>	9. <u>Lenz Oil</u>
5. <u>Krumholz Trucking</u>	10. <u>GFL Environmental</u>

1.4 TIME OF COMPLETION

- A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Owner, and shall substantially complete (beneficial occupancy-use) the Work within 90 calendar days of that Notice to Proceed date. Remaining work, punch list resolution and Owner's final acceptance shall be 30 calendar days from date of substantial completion (beneficial occupancy-use).

SPECIAL PROVISIONS
PEKIN MUNICIPAL AIRPORT
REMOVE AND REPLACE
EXISTING AVIATION FUEL SYSTEM

HANSON NO. 22A0011D
ILLINOIS PROJECT NO.: C15-5018

1.5 ACKNOWLEDGEMENT OF ADDENDA

A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated 12/17/2024.
2. Addendum No. 2, dated 12/23/2024.
3. Addendum No. 3, dated _____.
4. Addendum No. 4, dated _____.

1.6 BID SUPPLEMENTS

A. The following supplements are a part of this Bid Form and are attached hereto.

1. Bid Form Supplement - Bid Bond Form (AIA Document A310) or equal.

1.7 CONTRACTOR'S LICENSE

A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in Fairfield, Illinois, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

CERTIFICATION OF OFFERER/BIDDER REGARDING TAX DELINQUENCY AND FELONY CONVICTIONS

The applicant must complete the following two certification statements. The applicant must indicate its current status as it relates to tax delinquency and felony conviction by inserting a checkmark (✓) in the space following the applicable response. The applicant agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification in all lower tier subcontracts.

Certifications

The applicant represents that it is ☐ is not ☒ a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

The applicant represents that it is ☐ is not ☒ is not a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months.

Note

If an applicant responds in the affirmative to either of the above representations, the applicant is ineligible to receive an award unless the sponsor has received notification from the agency suspension and debarment official (SDO) that the SDO has considered suspension or debarment and determined that further action is not required to protect the Government's interests. The applicant therefore must provide information to the owner about its tax liability or conviction to the Owner, who will then notify the FAA Airports District Office, which will then notify the agency's SDO to facilitate completion of the required considerations before award decisions are made.

Term Definitions

Felony conviction: Felony conviction means a conviction within the preceding twenty-four (24) months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the U.S. code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 U.S.C. § 3559.

Tax Delinquency: A tax delinquency is any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

CERTIFICATION OF NONSEGREGATED FACILITIES

Applicable to Federally Assisted Contracts and Related Subcontracts exceeding \$10,000.00 which are exempt from the Equal Opportunity Clause

The Federally assisted Contractor certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The Federally assisted contractor certifies further that he will not maintain or provide for his employees segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The Federally assisted contractor agrees that a breach of this certification is a violation of the equal opportunity clause in this contract. As used in this certification, the term 'segregated facilities' means any waiting rooms, work areas, restrooms or washrooms, restaurants and other eating areas, timeclocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreational or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directives or are in fact segregated on the basis of race, color, religion or national origin, because of habit, local custom, or any other reason. The Federally assisted Contractor agrees that (except where he has obtained identical certifications from proposed Subcontractors for specific time periods) he will obtain identical certifications from proposed Subcontractors prior to the award of subcontracts exceeding \$10,000.00 which are not exempt from the provisions of the equal opportunity clause, and that he will retain such certifications in his files.

NOTICE TO PROSPECTIVE CONTRACTORS OF THE REQUIREMENT FOR CERTIFICATION OF NONSEGREGATED FACILITIES

A Certification of Nonsegregated Facilities must be submitted prior to the award of a contract or subcontract exceeding \$10,000.00 which is not exempt from the provisions of the Equal Opportunity Clause.

NOTE: The penalty for making false statements in offers is prescribed in U.S.C. 1001.


(Signature of Bidder or Agent)

President

(Position)

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

The prospective Bidder (Contractor) certifies, by submission of this Bid, that neither it nor its "principals" as defined at 49 C.F.R. Part 29 is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.

If the prospective lower tier Bidder is unable to certify to the statement above, it shall attach an explanation, and indicate that it has done so, by placing an "X" in the following space: _____.

The Bidder (Contractor), Jason Schumacher certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Bidder (Contractor) understands and agrees that the current provisions of 31 U.S.C. §§ 3801 et seq. apply to this certification and disclosure, if any.

Executed this 03 day of January, 20 25.

By:



Signature of Bidder's (Contractor's) Authorized Official

Jason Schumacher President

Name & Title of Bidder's (Contractor's) Authorized Official

SPECIAL PROVISIONS
PEKIN MUNICIPAL AIRPORT
REMOVE AND REPLACE
EXISTING AVIATION FUEL SYSTEM

HANSON NO. 22A0011D
ILLINOIS PROJECT NO.: C15-5018

1.8 CERTIFICATION OF BID

Respectfully submitted this 03 day of January, 2025.

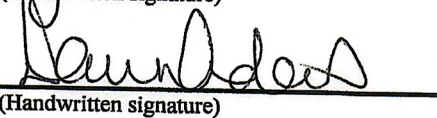
Submitted By: Illinois Oil Marketing Equipment, Inc
(Name of bidding firm or corporation)

Authorized
Signature: 
(Handwritten signature)

Signed By: Jason Schumacher
(Type or print name)

Title: President
(Owner/Partner/President/Vice President)

Witness By: 
(Handwritten signature)

Attest: 
(Handwritten signature)

By: Jackie Hale
(Type or print name)

Title: Secretary
(Corporate Secretary or Assistant Secretary)

Street Address: 850 Brenkman Dr

City, State, Zip: Pekin, IL 61554

Phone: 309-347-1819

License No.: IL1293

Federal ID No.: 37-0843001

(Affix Corporate Seal Here)

END OF DOCUMENT 004113



Local Public Agency	County	Street Name/Road Name	Section Number
Kewanee Airport Authority	Henry	Kewanee Muni Airport	N/A

All contractors are required to complete the following certification

- ☒ For this contract proposal or for all bidding groups in this deliver and install proposal.
☐ For the following deliver and install bidding groups in this material proposal.

Illinois Department of Transportation policy, adopted in accordance with the provisions of the Illinois Highway Code, requires this contract to be awarded to the lowest responsive and responsible bidder. The award decision is subject to approval by the Department. In addition to all other responsibility factors, this contract or deliver and install proposal requires all bidders and all bidder's subcontractors to disclose participation in apprenticeship or training programs that are (1) approved by and registered with the United States Department of Labor's Bureau of Apprenticeship and Training, and (2) applicable to the work of the above indicated proposals or groups. Therefore, all bidders are required to complete the following certification:

1. Except as provided in paragraph 4 below, the undersigned bidder certifies that it is a participant, either as an individual or as part of a group program, in an approved apprenticeship or training program applicable to each type of work or craft that the bidder will perform with its own employees.
2. The undersigned bidder further certifies, for work to be performed by subcontract, that each of its subcontractors either (A) is, at the time of such bid, participating in an approved, applicable apprenticeship or training program; or (B) will, prior to commencement of performance of work pursuant to this contract, establish participation in an approved apprenticeship or training program applicable to the work of the subcontract.
3. The undersigned bidder, by inclusion in the list in the space below, certifies the official name of each program sponsor holding the Certificate of Registration for all of the types of work or crafts in which the bidder is a participant and that will be performed with the bidder's employees. Types of work or craft that will be subcontracted shall be included and listed as subcontract work. The list shall also indicate any type of work or craft job category for which there is no applicable apprenticeship or training program available.

Illinois Oil Marketing Equipment - UST removal/decommissioning	Robinson Engineering (sub) - Environmental Site Assessment
Kaiser Electrical (sub) - Electrical	Ron Cline Trucking (sub) - Trucking
Aupperle Construction (sub) - Concrete	Krumholz Trucking (sub) - Material Hauling
Gingrich Crane (sub) - Operator	Lenz Oil - Fuel Removal
Winstead Excavating (sub) - Operator	GFL (sub) - Drum Disposal/Contaminated tank contents

4. Except for any work identified above, if any bidder or subcontractor shall perform all or part of the work of the contract or deliver and install proposal solely by individual owners, partners or members and not by employees to whom the payment of prevailing rates of wages would be required, check the following box, and identify the owner/operator workforces and positions of ownership. ☐

The requirements of this certification and disclosure are a material part of the contract, and the contractor shall require this certification provision to be included in all approved subcontracts. The bidder is responsible for making a complete report and shall make certain that each type of work or craft job category that will be utilized on the project is accounted for and listed. The Department at any time before or afterward may require the production of a copy of each applicable Certificate of Registration issued by the United States Department of Labor evidencing such participation by the contractor and any or all of its subcontractors. In order to fulfill the participation requirement, it shall not be necessary that any applicable program sponsor be currently taking or that it will take applications for apprenticeship, training or employment during the performance of the work of this contract or deliver and install proposal.

Bidder	Signature & Date		
Jason Schumacher	 1/3/25		
Title			
President			
Address	City	State	Zip Code
850 Brenkman Dr	Pekin	IL	61554



**Illinois Department
of Transportation**

Affidavit of Illinois Business Office

Local Public Agency	County	Street Name/Road Name	Section Number
City of Pekin, IL	Tazewell	Pekin Municipal Airport	N/A

I, Jason Schumacher of Pekin, Illinois,
Name of Affiant City of Affiant State of Affiant
 being first duly sworn upon oath, state as follows:

1. That I am the President of Illinois Oil Marketing Equipment, Inc.
Officer or Position Bidder
2. That I have personal knowledge of the facts herein stated.
3. That, if selected under the proposal described above, Illinois Oil Marketing Equipment, Inc., will maintain a business office in the
 State of Illinois, which will be located in Tazewell Bidder
County, Illinois.
4. That this business office will serve as the primary place of employment for any persons employed in the construction contemplated by this proposal.
5. That this Affidavit is given as a requirement of state law as provided in Section 30-22(8) of the Illinois Procurement Code.

Print Name of Affiant

Jason Schumacher

Notary Public

State of IL

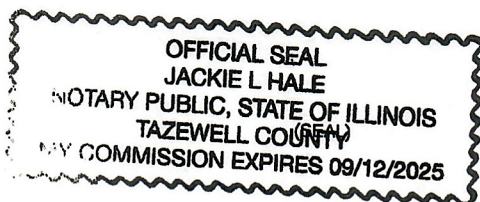
County Tazewell

Signed (or subscribed or attested) before 1/3/2025 by
me on (date)

Jason Schumacher
(name/s of person/s), authorized agent(s) of

Illinois Oil Marketing Equipment Inc.
Bidder

Jackie L Hale



My commission expires

9/1/2025

CERTIFICATION REGARDING THE STEEL PRODUCTS PROCUREMENT ACT

1. The prospective bidder is aware that all steel products used for this project must be manufactured or produced in the United States per Section 4 expect as noted in Sec. 4 (1) – (3) of the Steel Products Procurement Act (30 ILCS 565/):
 - (1) *Where the contract involves an expenditure of less than \$500.*
 - (2) *Where the executive head of the public agency certifies in writing that (a) the specified products are not manufactured or produced in the United States in sufficient quantities to meet the agency's requirements or cannot be manufactured or produced in the United States within the necessary time in sufficient quantities to meet the agency's requirements, or (b) obtaining the specified products, manufactured or produced in the United States would increase the cost of the contract by more than 10%.*
 - (3) *When its application is not in the public interest.*
2. The prospective bidder understands the term “steel products” is defined under Section 3(c) of the Steel Products Procurement Act, as *products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated, or otherwise similarly processed, or processed by a combination of two or more such operations, from steel made in the United States by the open hearth, basic oxygen, electric furnace, Bessemer or other steel making process.*
3. The prospective bidder is aware that the use of products produced or manufactured in the United States applies to all projects/contracts for the construction, re-construction, alteration, repair, improvement, or maintenance of public works made by a public agency.
4. The prospective bidder is aware that all requirements of the Steel Products Procurement Act apply to all portions of the project.



Signature of Bidder's (Contractor's) Authorized Official

Jason Schumacher President

Name & Title of Bidder's (Contractor's) Authorized Official

01/03/2025

Date



AIA Document A310tm - 2010

Bid Bond

Contractor:

(Name, Legal Status and Address)

Illinois Oil Marketing Equipment, Inc.
850 Brenkman Drive
Pekin IL 61554

Surety:

(Name, Legal Status and Principal Place of Business)

United Fire & Casualty Company
P.O. Box 73909
Cedar Rapids IA 52407-3909

Owner:

(Name, Legal Status and Address)

City of Pekin, IL
111 S Capitol St.
Pekin, IL 61554

Bond Amount: Five percent of bid

Project: (Name, location or address, and Project number, if any)

Pekin Municipal Airport 13906 Airport Lane Pekin, IL 61554

Illinois Project No: C15-5018 Remove and Replace Existing Aviation Fuel System

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and give such bond or bonds as may be Specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waived any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

The document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

Signed and sealed this 3rd day of January, 2025

Julie Hale
(Witness)

Catherine A. Ater
(Witness)

Illinois Oil Marketing Equipment, Inc.
(Contractor as Principal) (Seal)

[Signature]
(Title)

United Fire & Casualty Company
(Surety) (Seal)

[Signature]
(Title) James D. Morgason, Attorney-in-Fact

State of Illinois

ss:

County of Macon

On 3rd day of January, 2025 before me, a Notary Public in and for said County and State, residing therein, duly commissioned and sworn,
personally appeared James D. Morgason

known to me to be Attorney-in-Fact of United Fire & Casualty Company
the corporation described in and that executed the within and foregoing instrument, and known to me to be the person who executed the said instrument
in behalf of the said corporation, and he duly acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year stated in this certificate above.

Catherine L. Ater
(Notary Public)





UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA
 UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX
 FINANCIAL PACIFIC INSURANCE COMPANY, LOS ANGELES, CA
 CERTIFIED COPY OF POWER OF ATTORNEY
 (original on file at Home Office of Company - See Certification)

Inquiries: Surety Department
 118 Second Ave SE
 Cedar Rapids, IA 52401

KNOW ALL PERSONS BY THESE PRESENTS, That United Fire & Casualty Company, a corporation duly organized and existing under the laws of the State of Iowa; United Fire & Indemnity Company, a corporation duly organized and existing under the laws of the State of Texas; and Financial Pacific Insurance Company, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint

MICHAEL K. BREHENY, TIM R. PATTON, JAMES D. MORGASON, DANIEL A. MARTINI, ASHLYN B. TUCKER, MATTHEW D. BENNETT, WESLEY SHADE, HOLLI SCHOREY, EACH INDIVIDUALLY

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed \$40,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted is continuous and shall remain in full force and effect until revoked by United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted by the Boards of Directors of United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

"Article VI - Surety Bonds and Undertakings"

Section 2, Appointment of Attorney-in-Fact. "The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal of the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.



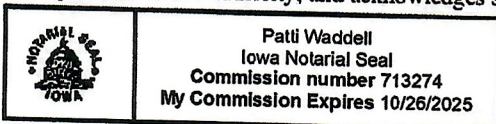
IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 15th day of November, 2017

UNITED FIRE & CASUALTY COMPANY
 UNITED FIRE & INDEMNITY COMPANY
 FINANCIAL PACIFIC INSURANCE COMPANY

By: *Kyanna M. Saylor*
 Vice President

State of Iowa, County of Linn, ss:

On 15th day of November, 2017, before me personally came Kyanna M. Saylor to me known, who being by me duly sworn, did depose and say; that she resides in Cedar Rapids, State of Iowa; that she is a Vice President of United Fire & Casualty Company, a Vice President of United Fire & Indemnity Company, and a Vice President of Financial Pacific Insurance Company the corporations described in and which executed the above instrument; that she knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that she signed her name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.



Patti Waddell
 Notary Public
 My commission expires: 10/26/2025

I, Mary A. Bertsch, Assistant Secretary of United Fire & Casualty Company and Assistant Secretary of United Fire & Indemnity Company, and Assistant Secretary of Financial Pacific Insurance Company, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations this 3rd day of January, 2025.



By: *Mary A. Bertsch*
 Assistant Secretary,
 UFGI & UFI & FPIC



ILLIOIL-01

ABENNETT

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/3/2025

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

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

PRODUCER

First Mid Insurance Group
1090 South Route 51
Forsyth, IL 62535

CONTACT NAME: Trenda Myers

PHONE (A/C, No, Ext): (217) 859-7049

FAX (A/C, No):

E-MAIL ADDRESS: trenda.myers@firstmid.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Mid-Continent Casualty Company

23418

INSURER B: SECURA Insurance, A Mutual Company

22543

INSURER C: Berkley Casualty Company

15911

INSURER D:

INSURER E:

INSURER F:

INSURED

Illinois Oil Marketing Equipment, Inc.
850 Brenkman Drive
Pekin, IL 61554

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Poll & Prof Liab-\$1M GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	X		04GL001119440	6/28/2024	6/28/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			20A003392121	6/28/2024	6/28/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			04XS235179	6/28/2024	6/28/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in IL) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	BIN193144154	6/28/2024	6/28/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Leased/Rented Equip			20CP003392120	6/28/2024	6/28/2025	Limit: 560,000
A	Pollution Liability			04GL001119440	6/28/2024	6/28/2025	Occurrence 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: Project #C15-5018

Pekin Municipal Airport is named as additional insured under the General Liability; subject to written contract.

CERTIFICATE HOLDER

Pekin Municipal Airport
13906 Airport Lane
Pekin, IL 61554

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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Company	Home Location	Cost (42 Jobs)	Illinois Clients	Deliverables
Evergreen Solutions	Tallahassee, FL	\$24,500	(2 city IL customers/1 county IL customer) City of Moline, City of Urbana, McLean County, Peoria Housing Authority, Springfield Housing Authority, Shawnee Community College, McHenry Community College, Joliet Junior College	Provide specific information obtained from supervisors and managers related to issues in recruitment and retention, classification schedules, pay issues, job description concerns. Identify Market Peers Compensation Administration guidelines (include recommendations on installation and continuing administration of the system) Tools and training to maintain the system over time Timeline: TBD at kickoff meeting
AAIM Employers' Association	St. Louis, MO / New York, NY	\$25,410	Not provided	Updated job descriptions (City provides template) Comparables Identified (City provides input to comparable municipalities/AAIM can also provide list) Report of Findings and Recommendations for pay and total cash compensation for each job Employee analysis of incumbent pay against the proposed structure Compensation Policy Timeline: 10 weeks
MGT	Northfield, IL	\$28,830	40 + IL cities and villages	New classification schedule Compensation policy including pay practices and processes (including pay for performance) Job description updates Recommendation for City specific problems identified during study Comparables based on detailed criteria Detailed implementation strategy Timeline: 16 weeks
GovInvest	West Hollywood, CA	\$28,860		
CBIZ Compensation Consulting	St. Louis, MO	\$37,750		
BoltonUSA	Cincinnati, OH	\$39,700		
Hub	Chicago, IL	\$44,525		
Gallagher	Rolling Meadows, IL	\$48,800		

A Proposal to Conduct a Wage and Compensation Study for the City of Pekin, IL

ORIGINAL



Evergreen Solutions, LLC

April 30, 2024



Evergreen Solutions, LLC

2528 Barrington Circle • Unit #201 • Tallahassee, Florida 32308
850.383.0111 • fax 850.383.1511

April 29, 2024

Ms. Shelly Costa
Human Resources Director
111 South Capital Street
Perkin, Illinois 61554

Dear Mr. Costa:

Evergreen Solutions, LLC is pleased to submit a proposal to conduct a Wage and Compensation Study for the City of Pekin. Our response is based on our review of your Request for Proposal (RFP), our experience working with hundreds of local governments throughout the country, our understanding of the Illinois labor market, and our knowledge of best practices in local government human resources management. **Evergreen is well qualified to provide the services being requested by the City of Pekin as we provided similar consulting work to more than 1,200 public sector organizations throughout the country.**

Evergreen Solutions was formed in 2004 to provide an alternative to traditional consulting firms. We provide an innovative and effective option by focusing on clients needing partners and not simply another service provider.

As a national firm, Evergreen Solutions continues to grow and our territory now includes clients in 47 states. In the State of Illinois, Evergreen has work with, or is currently under contract to work with, the following public sector organizations in providing work similar in scope to the services being requested: City of Moline; City of Urbana; McLean County; Peoria Housing Authority; Springfield Housing Authority; Shawnee Community College; McHenry Community College; and Joliet Junior College.

In other states, Evergreen has worked with, or is currently on contract to work with, the following local governments in providing work similar in scope to the services being requested: City of Minneapolis, MN; City of Kalamazoo, MI; Genesee County, MI; City of Winchester, KY; City of Bloomington, IN; City of Murfreesboro, TN; City of Clarksville, TN; City of Morristown, TN; City of White House, TN; Blount County, TN; Mahoning County, OH; City of Pittsburg, PA; Montgomery County, PA; Town of Bridgewater, MA; City of Manchester, NH; City of Portsmouth, NH; Town of Wethersfield, CT; City of Milford, DE; Kent County Levy Court, DE; City of Hyattsville, MD; City of Baltimore, MD; City of Annapolis, MD; City of Westminster, MD; Frederick County, MD; Howard County, MD; Allegany County, MD; Prince George's County, MD; Washington County, MD; Kent County Levy Court, DE; Genesee County, NY; City of Newport News, VA; City of Norfolk, VA; City of Fredericksburg, VA; City of Falls Church, VA; City of Covington, VA; City of Williamsburg, VA; County of Culpeper, VA; County of York, VA; Gloucester County, VA; Essex County, VA; Surry County, VA; Isle of Wight County, VA; Shenandoah County, VA; Prince George County, VA; James City County, VA; Chesterfield County, VA; Louisa County, VA; Loudoun County, VA; Spotsylvania County, VA; King George County, VA; Alleghany County, VA; Union County, NC; Gaston County, NC; New Hanover County, NC; Guilford County, NC; Harnett County, NC; Transylvania County, NC; Franklin County, NC; Haywood County, NC; Onslow County, NC; Buncombe County, NC; City of Raleigh, NC; City of Rocky Mount, NC; City of Goldsboro, NC; City of Hendersonville, NC; City of Fayetteville, NC; City of Columbia, SC; City of Lancaster, SC; City of Spartanburg, SC; City of Chester, SC; City of Rock Hill, SC; City of Clemson, SC; City of Conway, SC; City of Mauldin, SC; City of Goose Creek, SC; City of Isle of Palms, SC; Berkeley County, SC; Charleston County, SC; Dorchester County, SC; Dillon County, SC; Spartanburg County, SC; Laurens County, SC; Beaufort County, SC; Spartanburg County, SC; Darlington County, SC; Town of Mount Pleasant, SC; Town of Hilton Head Island, SC; Town of Moncks Corner, SC; Town of Bluffton, SC; Town of Cheraw, SC; City of Foley, AL; City of Auburn, AL; Baldwin County, AL; Chambers County, AL; Lee County, AL; City of Douglasville, GA; City of Alpharetta, GA; City of Brookhaven, GA; City of Atlanta, GA; City of Statesboro, GA; City of Cedartown, GA; City of Garden City, GA; City of Stockbridge, GA; City of Fayetteville, GA; City of Dublin, GA; City of Dunwoody, GA; City of McDonough, GA; City of Roswell, GA; City of Tybee Island, GA; City of Chamblee, GA; City of Savannah, GA; City of Kingsland, GA; City of Powder Springs, GA; Columbus Consolidated Government, GA; Forsyth County, GA; Lumpkin County, GA; Douglas County, GA; Cherokee County, GA; City of Norcross, GA; City of Sarasota, FL; City of Orlando, FL; City of Palm Beach Gardens, FL; City of Hollywood, FL; City of Ft. Myers, FL; Miami-Dade County, FL; Palm Beach County, FL; Alachua County, FL;

Manatee County, FL; Town of Oakland, FL; City of Hot Springs, AR; City of Lee's Summit, MO; City of Branson, MO; City of St. Peters, MO; City of Fulton, MO; City of Dardenne Prairie, MO; City of Jefferson, MO; City of Columbia, MO; City of Troy, MO; Jasper County, MO; Jefferson County, MO; Jackson County, MO; St. Charles County, MO; Jackson County, MO; City of Leawood, KS; City of Salina, KS; Sedgwick County, KS; Shawnee County, KS; City of Broken Arrow, OK; City of Manitou Springs, CO; City of Fountain, CO; Ouray County, CO; and Grand County, CO; Garfield County, CO; Ft. Bend County, TX; Hood County, TX; Jefferson County, TX; Brazoria County, TX; Matagorda County, TX; Kaufman County, TX; Denton County, TX; Travis County, TX; Town of Little Elm, TX; City of Austin, TX; City of Coppell, TX; City of La Porte, TX; City of Fate, TX; City of Portland, TX; City of Big Spring, TX; City of Pearland, TX; City of Seguin, TX; City of Rowlett, TX; City of Sachse, TX; City of Del Rio, TX; City of Pflugerville, TX; City of Buda, TX; City of Odessa, TX; City of Missouri City, TX; City of Farmers Branch, TX; City of Fredericksburg, TX; City of Gonzalez, TX; City of Conroe, TX; City of Amarillo, TX; City of Mont Belvieu, TX; City of Duncanville, TX; City of Sunset Valley, TX; City of Albuquerque, NM; City of Carlsbad, NM; City of Santa Fe, NM; City of Page, AZ; City of Prescott, AZ; City of Flagstaff, AZ; Yavapai County, AZ; Town of Sahuarita, AZ; City of Camarillo, CA; City of Fresno, CA; City of Long Beach, CA; Calaveras County, CA; Mariposa County, CA; Inyo County, CA; Ogden City Corporation, UT; City of Boulder City, NV; City of Albany, OR; City of Portland, OR; City of Bend, OR; Columbia County, OR; Spokane County, WA; City of Ridgefield, WA; and many others. Information regarding the services provided to some of these local governments as they relate to the services being requested can be found in **Section 1** of our proposal.

The Evergreen Team is able to fully comprehend the challenges and goals of the City of Pekin because of our vast understanding of local government human resources and the fact that we possess the necessary experience and expertise. Our team has significant expertise in conducting wage and compensation studies for local governments and other public sector organizations as can be seen in **Section 1** of our proposal.

Some of the human resource services Evergreen has focused on include: wage and compensation studies; classification and compensation studies; staffing studies; salary and benefits surveys; workload analyses; performance evaluation and appraisal system design; HR department reviews; recruitment, hiring, and retention studies; strategic and workforce planning; and labor pool availability. Through our experiences in conducting this wide range of projects, we have gained knowledge of all operations in local government human resources management. As a result, our team knows how critical an effective classification and compensation system is to the overall operation of a proficient and progressive municipality. Moreover, we have developed helpful methods and tools that assist our clients in implementing and maintaining our study recommendations and results.

Evergreen's approach to conducting a wage and compensation study draws not only from extensive human resources work with local government clients, but also from direct feedback of our past clients. In essence, we offer you tools that are innovative as well as those that have been proven to work in real places with real people. Some of the key facets of our approach as identified in **Section 2** of our response includes:

- We emphasize communication as the key to successful study completion as well as implementation. Our team understands that compensation by its very nature creates anxiety in staff and managers alike. In order to ensure a successful study process and "buy-in" at implementation, administrators, department heads, and employees need to be involved in each step of the process. This is a critical component of our communication plan. Continuous communication is ensured through the use of meetings/conference calls and the submission of written progress reports.
- Our methodology utilizes the latest in technology. In order to reduce the cost to our client partners and enhance wider participation, we offer all of our tools in an electronic format. In essence, every step of the process can be done on the Web. Further, our web-based **JobForce Manager** tool allows our client partners to facilitate implementation and eases the ongoing maintenance of the compensation system.
- We understand that one size does not fit all. Some consultants provide the same overall solution to every client; however, we provide a variety of alternatives that allow our client partners to select the solution that best meets their business and human capital needs.

As President of Evergreen Solutions, I am authorized to commit our firm contractually to this engagement. We appreciate this opportunity and commit to you our best effort if selected for this engagement. If you have any questions, please feel free to contact me at (850) 383-0111 or via email at jeff@consultevergreen.com.

Sincerely,



Dr. Jeff Ling, President



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Section 1.0

Agents and Address



1.0 *Agents and Address*

Evergreen Solutions, LLC is well qualified to conduct a Wage and Compensation Study for the City of Pekin due to our experience in conducting more than 1,200 similar studies for local governments and other public sector organizations across the country. In this section, we provide you with the background and history of our firm; a list of similar projects we have conducted or are currently on contract to conduct; and the qualifications of our proposed project team.

1.1 Firm's Background and History

Evergreen Solutions, LLC is a national, multidisciplinary, public sector management consulting firm, which specializes in working with public sector organizations, including hundreds of local governments, across the nation. We provide a unique approach, rather than the “consulting as usual” approach, by partnering with our clients to find innovative, real-world solutions to public management.

Evergreen Solutions was formed in 2004 as a limited liability company to provide a modern, practical alternative to the typical consulting options. The firm is made up of management and human resource professionals as well as strategic partners who came together to form an innovative alternative that places clients and their needs before any individual, model, or corporate goal.

Evergreen’s philosophy is based on an understanding that there is not a “one size that fits all” solution to compensation management. Our approach is built on working collaboratively with all parties to make sound, implementation-focused recommendations.

Evergreen employs 29 full- and nine part-time employees who provide a variety of human resource management consulting. Evergreen has five consultant teams who provide HR consulting to ensure we have the internal resources necessary to complete our studies.

Our main focus is on people, management, and technology. This focus allows our team to provide a broad variety of services, including, but not limited to: wage and compensation studies; classification and compensation studies; salary and benefits surveys; performance evaluation reviews; workload analyses; staffing studies; disparity studies; HR department audits; training assessments; and strategic planning.

We invite you to browse our Web site at www.ConsultEvergreen.com or visit us on Facebook at www.facebook.com or LinkedIn at www.linkedin.com for more information about our services, staff, and past experience.



Evergreen Solutions assists public sector professionals in exercising control over the inter-related elements that determine success or failure. We do that by applying a situation-responsive discipline that emphasizes:

- full visibility into the entire organization through research and discovery;
- a spirit of partnership with staff and leadership;
- sound recommendations based on best practices and proven methods;
and
- a practical go-forward plan that leads to quantifiable results.

Collectively, the members of the Evergreen Solutions Team have:

- extensive experience in conducting wage and compensation studies for local governments and other public sector organizations throughout the country, including Illinois;
- comprehensive experience in all components vital to the successful completion of this engagement;
- knowledge of relevant Illinois statutes and regulations as well as federal regulations;
- objectivity and flexibility due to the fact that we have no vested interests;
and
- specialized analytical tools that we bring to the project.

Clients nationwide have been successfully implementing recommendations from our team of professional consultants for decades. Evergreen Solutions has contracted with public sector, quasi-governmental, and non-profit organizations in 47 states throughout the country.

Exhibit 1-1 includes a sample list of the local government clients we have worked with in providing a variety of human resource and management consulting work. **Note:** Evergreen has also provided similar consulting work to the following public sector organizations in Illinois: Joliet Junior College; McHenry County College; Shawnee Community College; Peoria Housing Authority; and Springfield Housing Authority.



Exhibit 1-1: Sample List of Local Government Clients

Spokane County, WA	Sedgwick County, KS	Forsyth County, GA	Franklin, NC
City of Ridgefield, WA	Shawnee County, KS	Columbus Consolidated Gov't, GA	Ashe County, NC
City of Washougal, WA	City of Branson, MO	City of Clearwater, FL	Guilford County, NC
City of Albany, OR	City of Lee's Summit, MO	City of Fort Myers, FL	Harnett County, NC
City of Bend, OR	City of Columbia, MO	City of Gainesville, FL	Haywood County, NC
City of Portland, OR	City of Dardenne Prairie, MO	City of Jacksonville, FL	Jackson County, NC
Columbia County, OR	City of Jefferson, MO	City of Key West, FL	Lee County, NC
City of Fresno, CA	City of Troy, MO	City of Pensacola, FL	New Hanover County, NC
City of Camarillo, CA	Jackson County, MO	City of Orlando, FL	Transylvania County, NC
City of Yucaipa, CA	St. Charles County, MO	City of Sarasota, FL	Union County, NC
City of Long Beach, CA	Jasper County, MO	City of Palm Beach Gardens, FL	City of Falls Church, VA
City of Hemet, CA	City of Bloomington, IN	City of North Miami Beach, FL	City of Fredericksburg, VA
Inyo County, CA	Blount County, TN	Alachua County	City of Newport News, VA
Calaveras County, CA	Carter County, TN	Brevard County, FL	City of Williamsburg, VA
Mariposa County, CA	City of Murfreesboro, TN	Charlotte County, FL	City of Norfolk, VA
City of Boulder City, NV	City of Clarksville, TN	Flagler County, FL	Chesterfield County, VA
Ogden City Corporation, UT	City of Morristown, TN	Hernando County, FL	County of Culpeper, VA
City of Flagstaff, AZ	City of White House, TN	Leon County, FL	County of Northampton, VA
City of Page, AZ	City of Winchester, KY	Manatee County, FL	County of York, VA
City of Prescott, AZ	City of Urbana, IL	Martin County, FL	Essex County, VA
Yavapai County, AZ	City of Moline, IL	Miami-Dade County, FL	Gloucester County, VA
City of Carlsbad, NM	McLean County, IL	Monroe County, FL	Isle of Wight County, VA
City of Santa Fe, NM	Mahoning County, OH	Palm Beach County, FL	James City County, VA
City of Albuquerque, NM	City of Auburn, AL	Orange County, FL	King George County, VA
Grand County, CO	City of Mobile, AL	Pinellas County, FL	Loudoun County, VA
Garfield County, CO	City of Foley, AL	Sarasota County, FL	Montgomery County, VA
City of Fountain, CO	City of Daphne, AL	Seminole County, FL	Shenandoah County, VA
City of Manitou Springs, CO	City of Madison, AL	City of Beaufort, SC	Spotsylvania County, VA
City of Amarillo, TX	City of Northport, AL	City of Spartanburg, SC	Northumberland County, VA
City of Austin, TX	Baldwin County, AL	City of Chester, SC	Town of Dumfries, VA
City of Buda, TX	Lee County, AL	City of Clemson, SC	City of Baltimore, MD
City of Denton, TX	Chambers County, AL	City of Columbia, SC	City of Annapolis, MD
City of Duncanville, TX	Shelby County, AL	City of Isle of Palms, SC	City of Hagerstown, MD
City of Farmers Branch, TX	Town of Loxley, AL	City of Conway, SC	City of Hyattsville, MD
City of Fredericksburg, TX	City of Alpharetta, GA	City of Goose Creek, SC	City of Westminster, MD
City of Lockhart, TX	City of Atlanta, GA	City of Lancaster, SC	City of Laurel, MD
City of Pearland, TX	City of Brookhaven, GA	City of Mauldin, SC	Prince Georges County, MD
City of Pflugerville, TX	City of Chamblee, GA	City of Folly Beach, SC	Allegany County, MD
City of Rowlett, TX	City of Dahlgonega, GA	Town of Cheraw, SC	Ashe County, NC
City of Sachse, TX	City of Douglasville, GA	Town of Hilton Head Island, SC	Talbot County, MD
City of Seguin, TX	City of Dunwoody, GA	Dillon County, SC	Washington County, MD
City of Sunset Valley, TX	City of Fayetteville, GA	Beaufort County, SC	Frederick County, MD
City of Portland, TX	City of Garden City, GA	Berkeley County, SC	City of Milford, DE
City of Del Rio, TX	City of Jackson, GA	Charleston County, SC	City of Minneapolis, MN
Town of Little Elm, TX	City of Marietta, GA	Dorchester County, SC	City of Kalamazoo, MI
Brazoria County, TX	City of Norcross, GA	Laurens County, SC	Genesee County, MI
Denton County, TX	City of Roswell, GA	Spartanburg County, SC	City of Pittsburgh, PA
Fort Bend County, TX	City of Sandy Springs, GA	York County, SC	County of Montgomery, PA
Hood County, TX	City of Savannah, GA	City of Goldsboro, NC	City of Pittsburgh, PA
Kaufman County, TX	City of Statesboro, GA	City of Fayetteville, NC	Genesee County, NY
Randall County, TX	City of Stockbridge, GA	City of Raleigh, NC	City of Portsmouth, NH
Matagorda County, TX	City of South Fulton, GA	City of Hendersonville, NC	City of Manchester, NH
City of Broken Arrow, OK	City of Suwanee, GA	City of Fayetteville, NC	City of Norwalk, CT
City of Hot Springs, AR	City of Tybee Island, GA	City of Southport, NC	Town of Wethersfield, CT
City of Salina, KS	Cherokee County, GA	Buncombe County, NC	Town of Colchester, VT
City of Leawood, KS	Douglas County, GA	Dare County, NC	Town of Bridgewater, MA



1.2 Select Relevant Experience

Because Evergreen has conducted more than 1,200 projects since its inception that are similar in scope to the services being requested by the City of Pekin we have included in this section only a sample of some of our more recent local government work.

Classification and Compensation Study Services City of Urbana, Illinois

Evergreen Solutions was engaged with the City of Urbana to provide Classification and Compensation Study Services. The City of Urbana sought to achieve the following goals: maintain a high level of employee satisfaction by providing a classification and compensation system that is both fair and competitive; demonstrate fiscal responsibility to the community by providing a classification and compensation system that makes the best of The City's financial resources; and ensure a close alignment between pay and performance by providing a classification and compensation system that rewards merit.



Classification and Compensation Study City of Moline, Illinois

Evergreen Solutions was retained by the City of Moline to conduct a Classification and Compensation Study. The objectives of the study were to: develop a new classification plan to provide consistency in the administration of the personnel system; ensure job descriptions accurately reflect the duties and responsibilities of the positions; review exempt status as defined by the Fair Labor Standards Act (FLSA) for certain positions; provide a compensation plan that assures proper internal relationships among classes; and provide recommendations concerning salary levels reasonably comparable to the Quad Cities area pay levels of major public employers.



Compensation Study and Analysis McLean County, Illinois

Evergreen Solutions was engaged with McLean County to conduct a Compensation Study and Analysis. Evergreen's consultants performed a comprehensive, valid and reliable job analysis/evaluation of each job class within the County to determine whether the current pay grade levels for all classified and appointed positions were still appropriate and conducted a comprehensive wage and benefits survey(s) for the purpose of ensuring that the County pay plans/pay structures and benefits possessed external equity and labor market competitiveness. In the end, Evergreen developed a maintenance program to address the need for new job analysis/evaluation (including pay grade recommendation), creation of new job description(s), and the continued maintenance of the Pay Classification Plans.



Compensation and Classification Study City of Minneapolis, Minnesota

Evergreen is retained by the City of Minneapolis Public Works Department to conduct a Compensation and Classification Study for Engineering Titles. Evergreen's analysis will address the following: effectiveness of the current classification titles and salary structure; pay equity for comparable classification titles located both individually and organizationally across multiple Public Works divisions specifically analyzing each position's job description, title, and pay; competitiveness of current salary ranges to other comparable public and private employers in the region; identification of essential job functions; FLSA designations; and mapping career growth based on vertical, lateral and cross-functional roles. **Note:** This project is nearing completion.



Total Compensation Study Genesee County, Michigan

Evergreen Solutions is retained by Genesee County to conduct a Total Compensation Study. Evergreen will perform the following tasks: establish appropriate benchmarking standards and conduct salary surveys for similar positions with comparable municipalities and private employers within the same geographic area as required; develop and conduct a comprehensive compensation and benefits survey; analyze and recommend any changes to the current fringe benefits, wages, and salary structures in order to become or remain competitive with comparable municipalities and private employers within the same geographic area; and provide an estimate of future adjustments, in the next 1-3 years, to maintain a competitive position with other comparable municipalities and private employers within the same geographic area. **Note:** This project is nearing completion.



Job Analysis of Public Safety Positions City of Kalamazoo, Michigan

Evergreen Solutions was contracted to assist the City of Kalamazoo, Department of Public Safety, to complete a comprehensive Job Analysis Study of all KPSOA and KPSA positions within the Kalamazoo Department of Public Safety (DPS). To ensure the job analysis was accurate and relevant for future employment, transfer, and promotional testing and assessment processes, it was imperative that DPS personnel were involved in the job analysis research. Personnel were requested to identify the essential knowledge, skills, and abilities needed to successfully perform each position through the completion of the Job Analysis Tool and further information was gained through focus groups and interviews. As a result of the study, the City of Kalamazoo now has accurate and current job descriptions for all KPSOA and KPSA positions within the Department of Public Safety.



Compensation Study City of Winchester, Kentucky

Evergreen Solutions was retained by the City of Winchester to conduct a Compensation Study. Evergreen conducted a market analysis of the City positions with comparable and surrounding jurisdictions to determine the City's overall market position.



Salary and Benefits Study City of Bloomington, Indiana

Evergreen Solutions was retained by the City of Bloomington to conduct a Salary and Benefits Study. Evergreen examined the wages and benefits of the City's employees (including transit) as compared to public and private sector entities in Indiana and surrounding areas to determine whether the City's wages and benefits were competitive in the market.



Employee Compensation and Classification Study Mahoning County, Ohio

Evergreen Solutions was retained by Mahoning County to conduct an Employee Compensation and Classification Study for all the County's 1,746 employees. Employees participated in focus groups, interviews, and a job analysis was conducted to determine the best classifications for the work performed. Pay ranges were further analyzed in the public and private sector to determine the appropriate pay levels for all included jobs. Evergreen's consultants also reviewed and updated existing job descriptions and determined FLSA designations for each job title/classification. Evergreen designed an implementation strategy for the compensation system with the lowest financial impact on the County's operating budget and with the greatest gain to positions that fell outside of a designated range. In the end, recommendations were made to improve the fairness and equity in the current system.



Compensation and Classification Consulting Services City of Clarksville, Tennessee

Evergreen Solutions was engaged with the City of Clarksville to provide Compensation and Classification Consulting Services. Evergreen reviewed the City's current compensation plan, gathered necessary salary data from comparable organizations within a 200-mile radius, evaluated the City's current classification positions, and gathered necessary employee information using a combination of job analysis questionnaires as well as supervisor and employee interviews to determine whether individuals were appropriately classified. Evergreen further updated job descriptions and made FLSA determinations.



Classification and Compensation Study Services City of Murfreesboro, Tennessee

Evergreen Solutions was engaged with the City of Murfreesboro to provide Classification and Compensation Study Services. Evergreen conducted a compensation survey by identifying comparable organizations and competitive labor markets for selected position classifications and evaluated the pay structure relative to current labor market conditions to assure the City remains competitive for hiring at various grade levels of employment, including compensation analysis and reporting based on similarly situated employees, similar skills, qualifications, responsibilities, and pay, using job family groupings and EEO job categories that comport with EEOC guidelines for government employers.



Compensation Study City of Morristown, Tennessee

Evergreen Solutions was retained by the City of Morristown to conduct a Compensation Study. Evergreen's consultants examined employee wages and benefits to assess the competitiveness of the existing compensation and benefits system and to consider the functionality of the current system. Evergreen worked with the administration to establish and prescribe any necessary adjustments to the classification and compensation pay plan and provided related strategies for implementation.



Compensation Study City of Whitehouse, Tennessee

Evergreen Solutions was retained by the City of White House to conduct a Compensation Study. Evergreen reviewed Total Compensation (compensation and benefits) for City employees and provided recommendations of possible wage adjustments that would align with the City's compensation philosophy. Evergreen also provided a valid analysis of where the City of White House stood relative to peer municipalities regarding compensation of employees in both base pay and total compensation packages.



Employee Classification and Compensation Study Blount County, Tennessee

Evergreen Solutions was retained by Blount County to conduct an Employee Classification and Compensation Study for its workforce. Evergreen conducted focus groups and interviews with employees and employees completed a Job



Assessment Tool (JAT) that identified work performed. Evergreen presented to the Human Resources Director and Mayor any resultant classifications recommended in the classification study and provided for the maintenance of the new structure, including periodic review, reclassification review procedure and promotion guidelines.

For the compensation study, Evergreen identified survey labor market and benchmark classes to use for a market analysis; conducted a comprehensive compensation search utilizing other similar public sector employers; completed internal salary relationship analysis, including the development of appropriate internal relationship guidelines; developed externally competitive and internally equitable salary recommendations for each class included within the study in order to maintain appropriate competitive position in relation to other employers within the region; and assigned a salary range to each classification which reflected the results of the market survey and the analysis of internal relationships. Evergreen presented survey results to management to make a decision on overall pay philosophy. In the end, Evergreen recommended appropriate premium pay options to supplement the compensation plan. Examples included options for pay for certifications, professional licenses, special skills, temporary “acting” assignment at higher level duties, “on-call” and “callout” pay, pay alternatives for exempt level workers not normally eligible for overtime, and similar pay practices. **Note:** Evergreen Solutions was again hired by the County in late 2017 to conduct a Compensation Plan Update.



Compensation Study County of Montgomery, Pennsylvania

Evergreen Solutions was retained by the County of Montgomery to conduct a Compensation Study. The study included an examination of the County’s compensation plan in order to provide recommendations for compensation policies, procedures and practices that provided internal equity and allowed the County to be competitive in the marketplace for attracting and retaining qualified employees

Evergreen recommended and identified a market position for Montgomery County by administering a comprehensive labor market salary survey to select public and private sector peers. Evergreen also conducted a comparative analysis of benefits provided in the market that included PTO, health, dental, vision and prescription, including percentage of contribution between employee and employer, long term disability (LTD), life insurance and pension benefits. Evergreen then recommended appropriate salary ranges (i.e., min, mid, and max) for all non-represented classifications. Evergreen prepared a cost analysis for the recommended salary ranges.



Classification and Compensation Study and Analysis Town of Bridgewater, Massachusetts

Evergreen Solutions was retained by the Town of Bridgewater to conduct a Classification and Compensation Study and Analysis. The purpose of study was to address changes in Town operations and staffing over the past several years, which might have affected the type, scope, and level of work being performed and to also address Police and Fire compensation that took into account the various benefits.

The objectives of the study were to: attract and retain qualified employees; ensure positions performing similar work with essentially the same level of complexity, responsibility, authority, and knowledge, skills, and abilities are classified together; provide salaries commensurate with assigned duties; clearly outline promotional opportunities and provide recognizable compensation growth; provide justifiable pay differential between individual classes; and maintain a competitive position with other comparable government entities and private employers within the same general geographic areas.



Job Classification and Compensation Study Town of Wethersfield, Connecticut

Evergreen Solutions was retained by the Town of Wethersfield to conduct a Job Classification and Compensation Study. The objectives of the study were to conduct a total compensation plan structure which will provide both internal and external equity, to establish a classification system that accurately describes the duties, knowledge, skills, abilities and minimum qualifications required for each job class, to determine and implement a program of accurate job descriptions based on job analysis, and to develop a maintenance program for job descriptions and classification recommendations.



Classification and Total Compensation Review City of Manchester, New Hampshire

Evergreen Solutions was retained by the City of Manchester to conduct a Classification and Total Compensation Review. Evergreen performed the following tasks in order to achieve the City's goals: conducted a job analysis; conducted a comprehensive wage, benefits, and PTO market survey; developed a compensation philosophy and communication plan; conducted a staffing study; revised the performance assessment and evaluation system; provided tools and training; and updated job descriptions, as needed.



Compensation Study City of Portsmouth, New Hampshire

Evergreen Solutions was retained by the City of Portsmouth to conduct a Compensation Study. Evergreen evaluated employee compensation in terms of comparability and competitiveness from a market perspective with similar municipalities and positions in the region.



Salary and Benefits Review, and Analysis City of Hyattsville, Maryland

Evergreen Solutions was hired by the City of Hyattsville to conduct a Salary and Benefits Review and Analysis of all classifications. The process included a comprehensive review of market compensation averages using a detailed duties-based salary survey approach as well as a comprehensive benefits survey. Market position was determined, a compensation philosophy was developed and strategic positioning recommendations were made with the goal of providing the City a more equitable compensation model.

Note: Evergreen was again hired in 2021 to conduct a Compensation System Analysis for the City.



Classification and Compensation Plan Review City of Annapolis, Maryland

Evergreen Solutions was engaged with the City of Annapolis to conduct a Classification and Compensation Plan Review. The primary objectives of the study were to: review and revise the current classification system; review and revise job descriptions; determine relevant competitive markets by conducting a salary survey of selected peer organizations; propose guidelines for an improved or new compensation program; and provide recommendations to keep the current pay structure competitive.



Classification and Compensation Study Services City of Westminster, Maryland

Evergreen Solutions was retained by the City of Westminster to provide Classification and Compensation Study Services. The scope of work included the review and updating of the City's current job descriptions as well as providing technical assistance in the development of a comprehensive performance evaluation system to integrate with the new classification system.

The primary study objectives for this study were to: develop a formal compensation philosophy for adoption by the Mayor and Common Council; identify comparable benchmark employers to guide the City's future employee salary and benefit decisions to facilitate the attraction and



retention of high-performance staff members, while being financially sustainable; establish a comprehensive job classification system using the approved job evaluation system that accommodates the City's needs for an internally and externally equitable, defensible, market sensitive, and easily administered system for all current and future positions within the City; train Human Resources staff to apply the adopted compensation philosophy to maintain the adopted classification and compensation system; and provide legally defensible classification specifications (ADA, FLSA, and any other applicable federal and state laws).



**Compensation Study
City of Hagerstown, Maryland**

Evergreen Solutions was retained by the City of Hagerstown, MD to conduct a Compensation Study. Evergreen's consultants worked with the City to evaluate what type of pay plan would reinforce current and future goals. Evergreen identified external targets for surveying select positions. After conducting the market salary survey, Evergreen produced a pay plan for employees that best met the needs of the City and included the number of grade, steps, and ranges as well as recommendations for continued administration of the compensation system.



**Classification and Compensation Study
Frederick County, Maryland**

Frederick County has retained Evergreen Solutions to conduct a Classification and Compensation Study. Evergreen will conduct a job analysis to determine internal equity within the County and update job descriptions based on findings from the analysis. Evergreen will also conduct a salary survey by comparing the County's positions to the market in order to provide recommendations to the County to make salaries more competitive for recruitment and retention purposes.



**Compensation Study
Allegany County, Maryland**

Allegany County contracted with Evergreen Solutions to conduct a Comprehensive Compensation Study and analysis for the Office of the Sheriff. The Office of the Sheriff included the primary functional areas of Road Patrol and Correction Deputies at the county correctional facility. Evergreen understood that the Office of the Sheriff faced competitive pressure from other area law enforcement agencies. To alleviate this pressure, Evergreen designed a salary survey instrument and distributed it to an approved list of local peers. The survey took into account total compensation, including supplemental pay, insurance



benefits, retirement, leave, and other tangible benefits. The results of the survey and the subsequently prepared report provided the County with recommendations to improve their competitive position and ability to recruit the best and brightest available persons for these key areas.



Classification and Compensation Study Prince George's County, Maryland

Evergreen Solutions is retained by Prince George's County to conduct a Classification and Compensation Study. Evergreen will perform the following tasks: conduct a job analysis to establish and/or redefine grades, classifications groups, and job relationships; identify benchmark jobs from each grade/classification to survey in the market; determine a relevant job market; conduct a customized market salary survey; perform survey data analysis and recommend appropriate pay structures; provide a cost analysis of all recommendations; and present a final report to the County. Evergreen will also provide recommendations for the ongoing internal administration and maintenance of the proposed compensation and classification plan. **Note:** This project is nearing completion.



Wages and Salary Scale Study Washington County, Maryland

Evergreen Solutions was retained by Washington County to conduct a comprehensive study of the County's wages as they related to neighboring jurisdiction's wages and salaries—the purpose of which was to assure adequacy of pay and employee wages when compared to area private and public employees. Evergreen met with each Division Director to gather information regarding pay issues that were unique to their departments. Evergreen conducted a brief review of the method of classifying positions to ensure its adequacy in today's pay and classification environment. Using the current or revised classification system, Evergreen evaluated all positions and placed them in an appropriate "grade". Evergreen recommended a system the County could use in the years to come to evaluate job positions.



Classification, Compensation, and Benefits Survey Kent County Levy Court, Delaware

Evergreen Solutions was hired by Kent County Levy Court (KCLC) in Dover, Delaware to conduct a Classification, Compensation, and Benefits Study. Evergreen's consultants reviewed all current classification specifications and analyzed, documented, and validated the same for distinguishing characteristics, position definition and purpose, knowledge, skills, abilities, essential job functions, minimum qualifications, education and experience relevance and hierarchal consistency, conformity with ADA language relative to essential job functions (including physical and intellectual requirements), working/environmental conditions, supervision received and exercised,



standby/call back responsibilities, and special requirements including licensing, regulatory, and certification requirements.

Evergreen conducted on-site interviews with employees, as well as appropriate supervisor and management personnel, to verify/clarify information received in the questionnaires and to ensure information regarding organizational structure, supervision, essential job duties, and working environment was accurately captured and reflected in the descriptions that were developed. Evergreen recommended updates proposed a new system utilizing a standardized rating system that analyzed each position against multiple evaluation criteria.

Evergreen also conducted a market salary and benefits survey of public sector organizations comparable to the County in size, population, economic climate, proximity to major cities, etc. The market survey included the hours worked per week by employees in each position in those comparable communities—in an effort to consider both internal and external equity—and was used to compare base annual salary for each position included in the study by minimum, midpoint, and maximum.

Utilizing the market survey results, comparable job descriptions, and other data collected, Evergreen prepared a recommended compensation plan design and salary schedule to correspond to the classification plan and customized to reflect the County's pay progression policy and compensation philosophy. Evergreen recommended the vertical salary relationship and/or differentials between classes in each class series. In the end, Evergreen provided KCLC with a final report that included specific, itemized recommendations, including a discussion of the methods, techniques, and data used to develop the classification and compensation plan and benefits program.



Salary Plan Review City of Falls Church, Virginia

Evergreen Solutions was engaged with the City of Falls Church to conduct a Classification and Compensation Study. Evergreen's consultants evaluated the City's present classification system and compensation structure as it compared to the local and regional job market for comparable public sector employers, municipalities and local market competitors. In addition, Evergreen evaluated all positions to determine the relative worth in the City for internal equity and establish pay ranges and progression within the ranges. Evergreen further conducted an analysis of gender pay equity and provided recommendations to the City.



Pay and Classification Study City of Williamsburg, Virginia

Evergreen Solutions was retained by the City of Williamsburg to conduct a Pay and Classification Study. Employees participated in focus groups, interviews, and a job analysis was conducted to determine the best classifications for the work performed. In addition, pay ranges were analyzed in the marketplace to determine the appropriate pay levels for all jobs. Recommendations were provided to improve the fairness and equity in the current classification and compensation system.



Classification and Compensation Study City of Fredericksburg, Virginia

Evergreen Solutions was engaged with the City of Fredericksburg to conduct a Classification and Compensation Study. Evergreen conducted a full job analysis of City positions and revised, if necessary, existing job descriptions based upon the findings of the job analysis. Evergreen also surveyed the local labor market to ensure that the City's overall package of compensation and benefits was competitive and evaluated whether the City's current human resources policies were affecting the City's ability to compete in the labor marketplace. Evergreen assisted the City in updating its current classification and compensation plan and developing a strategy to increase employees' pay to a competitive level that aligned with the results of the study. Evergreen provided recommendations to the overall classification and compensation plan that provided internal equity and that was competitive in the marketplace to attract and retain qualified employees.



Classification and Compensation Study County of Culpeper, Virginia

Culpeper County retained Evergreen Solutions to assist with a comprehensive classification and compensation study of all its employees. The study involved conducting a job analysis through desk audits, interviews, and focus groups. A more detailed analysis was performed on clerical and law enforcement staff. A salary and benefits survey was also issued to peers to assess the County's current market position. Recommendations were made for all employees to address job and compensation changes.



Classification and Compensation Study Gloucester County, Virginia

Evergreen Solutions was retained by Gloucester County to conduct a detailed compensation and classification analysis of its non-faculty employees. Employees participated in focus groups, interviews, and job analysis to determine the best classifications for the work performed. Pay ranges were analyzed in the public and private sector to determine the appropriate pay levels for all included jobs. Recommendations were provided to improve the fairness and equity.



Compensation Study (Salary and Benefits) Louisa County, Virginia

Evergreen Solutions was retained by Louisa County to conduct a Compensation Study. Evergreen's consultants reviewed the effectiveness of the County's current pay plan as it related to the market competitiveness for attracting and retaining quality employees. Pay ranges as well as benefits were analyzed in the public and private sector to determine the appropriate pay levels for all included jobs. Recommendations were provided to improve the fairness and equity in the current compensation system.



Classification and Compensation Study Chesterfield County, Virginia

Evergreen Solutions was hired by Chesterfield County to conduct a Classification and Compensation Study and Pay Plan Development for Public Safety. The study included an examination of the County's classification and compensation system in order to make recommendations for compensation policies, practices, and procedures; and develop a Public Safety Pay Plan. Evergreen worked with the County to develop a comprehensive plan for County employees based upon an objective analysis and thorough evaluation of job content and internal equity. Evergreen reviewed current job descriptions, salary relationships, classifications, and grade methodology. Based on the review and a compression analysis, Evergreen recommended pay and classification strategies for the County. Evergreen also identified and recommended pay incentives and supplements for employees; and policies and procedures to administer the new Public Safety Pay Plan.



Comprehensive Compensation Study and Related Services Chesterfield County and Chesterfield County Public Schools, Virginia

Evergreen Solutions was again hired to conduct a Comprehensive Compensation Study and Related Services for the County of Chesterfield ("County") and Chesterfield County Public Schools' ("Schools") employees that included a full market analysis and an evaluation of recruitment, retention, and pay practice policies and procedures in order to provide effective recommendations for enhancing efforts to recruit and retain quality employees. The study identified best practices for collaborative recruitment and retention strategies, shared pay plan practices, opportunities for joint personnel policies, administrative procedures, and benefits and leave schedules. Additionally, the comprehensive evaluation included a comparative analysis of both County and School job descriptions, associated pay scales, and a detailed pay compression analysis. **Note:** Evergreen was hired in 2023 to conduct a Compensation study of engineering positions.



Classification and Compensation Study Essex County, Virginia

Evergreen Solutions was hired by Essex County to conduct a Classification and Compensation Study that will allow the County to be competitive in the marketplace in attracting and retaining qualified employees. Evergreen's consultants will perform the following: survey each unique job class to determine a definition of the job class, essential functions, education requirements, experience, knowledge, skills, and abilities, and review and update existing job descriptions, as needed; review the County's current pay practices including overtime pay, awarding compensatory time, half-time pay for emergency services, and all other pay for public safety; prepare a cost analysis for employees in positions that fall below the proposed minimum salaries following reclassification; and recommend appropriate salary range for each existing or proposed position based on the classification plan, the compensation survey results, and internal relationships and equity.



Classification and Compensation Study (Phase I) Loudoun County, Virginia

Evergreen Solutions was engaged with Loudoun County to conduct a Classification and Compensation Study. Evergreen conducted a comprehensive review and evaluation of the County's compensation philosophy and competitive market and made recommendations to retain, modify and/or change the compensation philosophy and/or competitive market. Evergreen also conducted a comprehensive review and evaluation of policies governing the County's total compensation program (pay and benefits offerings) and classification system; benchmarked the elements of the County's total compensation and classification program against its current competitive market and other potential competitor jurisdictions; and made recommendations to retain, modify and/or change elements of the total compensation and classification program.

Evergreen further conducted a comprehensive review and an evaluation of the County's performance plan system; benchmarked the County's system against the job description systems of its competitive market and other potential competitor jurisdictions; and made recommendations to retain, modify, or change the current system. In the end, Evergreen provided comprehensive recommendations for modifying classification and compensation policies and procedures.



Classification and Compensation Study (Phase II) Loudoun County, Virginia

Evergreen Solutions was again hired by Loudoun County to conduct a Classification and Compensation Study (Phase II) for its 3,400 employees. Evergreen will accomplish the objectives of the Phase II of the study by performing the following tasks:

- developed recommendations on a strategy to implement and administer a compensation philosophy range of 95 percent to 105 percent of the comparator market.



- conducted a comprehensive benchmark market analysis of all County jobs.
- developed a new market competitive pay plan that included an open range pay plan for the general workforce and a “grade and step” pay plan for Public Safety positions.
- provided recommendations for any additional pay incentives and supplements that assisted in maintaining competitive pay as described in Loudoun’s compensation philosophy.
- developed a new comprehensive classification system that allowed for more levels and specificity within and across each job group and included the development of standardized job descriptions.
- obtained an analysis of pay compression within the County and provided recommendations for addressing pay compression once a new pay plan was implemented; and
- developed recommendations for revisions to the Board approved classification and compensation policies.



Pay Equity Analysis Model for Fire and Police City of Raleigh, North Carolina

The City of Raleigh retained Evergreen Solutions to analyze compression in its fire and police pay plans and recommend conversion options for open range pay plans. The study included a comprehensive review of employee placement, promotional practices, and systematic inequities. Evergreen Solutions recommended several alternatives for improving current pay differentials and managing City pay practices in the future. **Note:** Evergreen was also hired in 2020 to review the organizational structure of the Transportation Planning Service Unit. In addition, Evergreen was again hired in the latter part of 2020 to provide compensation and classification plan review and guidance to the City.



Classification and Compensation Study City of Rocky Mount, North Carolina

Evergreen Solutions was retained by the City of Rocky Mount to conduct a Classification and Compensation Study. Evergreen’s consultants conducted a comprehensive salary study of appropriate public and private sector organizations as well as non-profits and utilities to determine whether the City’s salaries, benefits and wages were competitive within the appropriate job market and reviewed the effectiveness of the City’s overall compensation system. Evergreen further reviewed the City’s salary structure and pay plan to ensure the City can support recruitment and retention of employees more effectively and reviewed the accuracy of position titles and descriptions regarding unique characteristics of the position, essential job functions, minimum qualifications, working conditions, licensing requirements, on-call



requirements, and supervisory requirements, etc. Evergreen also provided an analysis of the existing internal hierarchy and internal career ladders where appropriate and assisted the city with efforts to more fully develop and clearly outline job progression opportunities and provide recognizable compensation growth. In the end, Evergreen developed and presented final recommendations with an implementation plan that included the impact of implementing recommended adjustments to current salaries both immediately and in the future.



**Compensation and Classification Study
City of Goldsboro, North Carolina**

Evergreen Solutions was engaged with the City of Goldsboro to conduct a Compensation and Classification Study. Evergreen's consultants evaluated the current compensation and classification systems for the City; conducted a market survey of comparable peer organizations; developed a final report that outlined the methodology used to conduct the compensation and classification study, documented the results of the study, including all market research; and developed recommendations for the administration of the updated compensation and classification systems.



**Classification and Compensation Study
City of Hendersonville, North Carolina**

Evergreen Solutions was retained by the City of Hendersonville to conduct a Classification and Compensation Study. The study included the review of the existing classification plan, position descriptions and methods of reclassification, the performance of a salary study and the preparation of pay plan schedules, job descriptions.



**Classification and Compensation Study
City of Southport, North Carolina**

Evergreen is retained by the City of Southport to conduct a Classification and Compensation Study. Evergreen will review the current organization's environment data, evaluate, and build a projected classification plan, conduct a market salary survey, develop strategic positioning recommendations and recommendations for compensation administration, and provide revised class descriptions and FLSA determinations.



Position Analysis and Revision Project Harnett County, North Carolina

Evergreen Solutions was retained by Harnett County to conduct a Position Analysis and Revision Project. Evergreen's consultants conducted an analysis of current County positions to determine the plan of action, whether to completely recreate the descriptions or to possibly update those that were more current, resulting in a consistent format for all descriptions. Evergreen then made recommendations regarding the process; provide implement options; provided recommendations and training for best practices to maintain up-to-date descriptions going forward; advised the County regarding FLSA Exempt/Nonexempt status for all updated job descriptions; and assessed the County positions to determine any opportunities for consolidation of existing positions and job descriptions.



Compensation and Classification Study Union County, North Carolina

Evergreen Solutions was retained by Union County to conduct a Compensation and Classification Study. Evergreen Solutions performed the following tasks:

- conducted a comprehensive evaluation of every classification within the County to determine relative worth within the organization (internal equity), placement in the organizational pay plan and for the establishment of pay bands;
- established appropriate benchmarking standards and included should be a comparison and analysis of salaries and wages of like or similar jobs (external equity) in comparable government and private employers in North Carolina, South Carolina and Virginia for which the County competed for a labor supply;
- created class/position descriptions that included required knowledge, skills and abilities (KSA) for each position class in a standardized format. The analysis produced a sampling that produced statistical reliability and valid results;
- recommended needed changes to the existing compensation & classification plan to alleviate salary compression issues;
- provided a multi-year implementation plan to adjust compensation as identified in analysis;
- provided a synopsis prepared for management review, covering the salient features of the proposal including overall costs and term of work; and



-
- provided a procedure manual and training for Human Resources employees that enable them to maintain the recommended classification and compensation plan.



Classification and Compensation Study and Benefits Survey New Hanover County, North Carolina

Evergreen Solutions was retained by New Hanover County and the New Hanover Alcohol Beverage Control Board to conduct a Classification and Compensation Study for its employees. Evergreen Solutions' consultants conducted an employee classification and compensation study of public and private employers who were providing equitable services and, based on that study and determined if individualized position/job descriptions were needed, and if so, assisted in the development of those descriptions. Evergreen Solutions prepared a comprehensive analysis that identified New Hanover County's competitive position in the labor market and provided a recommendation for total salaries and benefits, including the total compensation package of insurance and other benefits (including paid leave), and prepared recommendations for compensation policies, including variable incentive pay options, to maintain competitiveness, reward employees, and ensure equity.

Select County and ABC Board members were provided the necessary training and materials so that an understanding of the methodology and how to implement, administer, and maintain the recommended total classification and compensation system could be accomplished. **Note:** Evergreen was again hired in early 2022 to conduct an update of the County's Classification and Compensation Plan.



Pay and Classification Study Buncombe County, North Carolina

Evergreen Solutions was retained by Buncombe County to conduct a Pay and Classification Study. Evergreen Solutions conducted a classification analysis using Evergreen Solutions' Job Assessment Tool job evaluation methodology in addition to a statistical assessment of current conditions. Evergreen Solutions also analyzed local market and benefits data taken from peer organizations to determine the appropriate compensation levels for benchmark positions. Recommendations for adjustments to the compensation and classifications plan were made and procedures for the continued maintenance of the plans were provided. **Note:** Evergreen was again hired in 2023 to conduct a Compensation Plan update.



Comprehensive Position Classification and Compensation Study Gaston County, North Carolina

Evergreen Solutions was engaged with Gaston County to conduct a Comprehensive Position Classification and Compensation Study for its 1,553 employees. The desired objective of the study was for the County to implement a fair, consistent, competitive, equitable, and legally defensible Classification and Compensation system that allowed the County to attract, reward and retain qualified individuals. Evergreen performed a comprehensive review of the County's classification and compensation system by conducting an internal equity analysis of employee salaries as well as a survey and review of current compensation and benefit policies and practices of entities of similar size of local public and private employers within Gaston County, the state of North Carolina and within the southeastern region of the United States.

From the comparative data gained through the pay survey and the comparative rankings of the classification of positions, Evergreen assigned a pay range to each classification of positions, resulting in a pay plan that is comparable, equitable and competitive with the salaries paid in the above stated labor market.



Compensation and Classification Study Transylvania County, North Carolina

Evergreen was retained by Transylvania County to conduct a Compensation and Classification Study. Evergreen evaluated the current compensation and classification plan and identified the classification of existing positions. Evergreen identified appropriate benchmarking standards and conducted a total compensation survey with comparable municipalities and private sector employers. Survey data was provided to the County in a usable electronic format for analysis for each position. Evergreen conducted a solution analysis and developed strategic positioning recommendations. Evergreen reviewed the total compensation system, identified potential pay compression and/or inequities (both internally and to the market), and provided recommendations for implementation strategies. **Note:** Evergreen was again retained by the County in 2022 to conduct a Compensation Study.



Salary Equity Study Guilford County, North Carolina

Evergreen Solutions was retained by Guilford County to assess pay equity based on race and gender for all County employees. Evergreen's consultants performed a review of approximately 1,500 plus positions for internal salary equity. This was accomplished by reviewing the incumbent's related education and experience prior to County employment and related experience gained with the County. Evergreen's consultants also reviewed job descriptions, in conjunction with County Staff, to ensure that content and titles were current,



accurate and were consistent with FLSA, EEO and ADA considerations. At the conclusion of the study, Evergreen made recommendations by individual position/employee for internal salary equity pay adjustments and provided an analysis that included a statistical treatment of pay placement and progression.



Compensation, Classification, and Benefits Study Haywood County, North Carolina

Evergreen Solutions was retained by Haywood County to conduct a Compensation, Classification and Benefits Study. Evergreen's consultants reviewed the County's current pay grades and classification information; conducted salary and benefits surveys of the County's peers; made recommendations to update or restructure the County's pay grades and classification system; and provided revised job descriptions for the updated/restructured classification system.



Classification System and Pay Plan Development Study Franklin County, North Carolina

Evergreen Solutions was retained by Franklin County to conduct a Classification System and Pay Plan Development Study. The Evergreen Team worked with the County to obtain the current classification system and pay plans. After an initial assessment, Evergreen consultants collected data using the Job Assessment Tool© and conducted market salary and benefits surveys to develop recommendations regarding strategic positioning, a new job classification, and compensation and position evaluation system based on analyses of the data gathered. **Note:** Evergreen was also hired to conduct a Performance Evaluation Study.



Classification and Compensation Study Dare County, North Carolina

Evergreen Solutions was engaged with Dare County to conduct a Classification and Compensation Study. Evergreen's consultants conducted a comprehensive evaluation of every job to determine relative worth within the County (internal equity), placement in the organizational structure, and to establishment appropriate pay ranges. Evergreen further established appropriate benchmarking standards to include a comparison and analysis of salaries and benefits of like or similar jobs (external equity) of comparable local governments and private employers in various markets for which the County competed for labor supply.



Compensation Strategy Review and Classification Study Town of Clayton, North Carolina

Evergreen Solutions was engaged with the Town of Clayton to conduct a Compensation Strategy Review and Classification Study. The focus for this project was internal equity and correcting salary compression where it existed, as well as an external market benchmarking/analysis. Recommendations included a review of the current classification system taking into account changes in Federal and State laws in order to provide for legally defensible classification specifications (essential job functions, FLSA, especially exempt/non-exempt status). Evergreen's consultants identified and recommended career pathing, as well as established recommended titling guidelines based on rules incorporating organizational hierarchy. **Note:** Evergreen was again retained in 2022 to conduct an Organizational/ Staffing Study for the Town.



Salary Parity Study / Structural and Compensation Systems Study Charleston County, South Carolina

In 2005-06, Charleston County conducted a Classification and Compensation Review using another consulting firm. Then in 2007, Evergreen Solutions was hired by the County to review the results and verify the recommendations that accompanied the study. The primary issue examined by Evergreen was the internal equity relationships present within the County's pay plan. The Evergreen Team administered a job analysis tool to County employees that helped determine job worth and verify internal equity relationships as they relate to compensation. Although the study's primary emphasis was ensuring that internal equity relationships were proper, the study also ensured that employees were paid consistently with the market. Evergreen provided detailed recommendations for adjusting the County's pay and classification structure and developed an implementation plan complete with costing information.

Note: Evergreen was again hired to conduct a Structural and Compensation Systems Study. The Evergreen Team worked with elected officials and an employee committee throughout the process. Phases included employee outreach, best practice research, and consensus building to recommend a 21st Century approach to compensation and classification management. The county has 1,500 employees.



Comprehensive Market Analysis Charleston County, South Carolina

Evergreen Solutions was again hired in 2022 to assist Charleston County with conducting a comprehensive market analysis using selected benchmarks. A market survey was conducted to determine the external equity of the County against its peers



Classification and Compensation Study Berkeley County, South Carolina

Evergreen Solutions was retained by Berkeley County to conduct a Classification and Compensation Study for 1,153 employees. Evergreen's consultants reviewed the County's current classification and compensation plan and recommended a consistent and competitive market position that the County could maintain based on a salary survey results from peer organizations. Evergreen recommended an appropriate salary range for each position in the County based on a review and analysis of the classification plan, the compensation survey results, internal relationships, and external and internal equity. Evergreen provided recommendations for the ongoing internal administration and maintenance of the proposed compensation and classification plan.



Pay and Classification Study Dorchester County, South Carolina

Evergreen Solutions was retained by Dorchester County Government to conduct a Pay and Classification Study for its 1,000 employees and make recommendations for implementation of a revised pay plan. The study included all employees and classifications in the County. As part of the study, Evergreen conducted focus groups and interviews with employees, and employees completed a Job Assessment Tool (JAT). Evergreen conducted a comprehensive salary survey of local and regional employers to assess the market competitiveness of the County. Finally, a detailed plan was developed to provide the County with specific steps to implement an equitable and competitive compensation and classification plan. **Note:** Evergreen was again hired in the latter part of 2020 to conduct a compensation plan update for the County.



Classification and Compensation Study Spartanburg County, South Carolina

Spartanburg County was retained Evergreen Solutions to complete a Classification and Compensation Study for its 1,500 employees. This study included services for the City of Spartanburg and the Spartanburg County Public Library. Evergreen established a timeline to determine project milestones for the County, Library, and City and evaluated current employee data for each entity. Evergreen developed a classification plan; worked with the County's Project Manager to identify and survey targets for a salary survey, and provided an external assessment summary based on the results of the survey; proposed strategic positioning recommendations; and conducted a final solution analysis. In the end, Evergreen created a report that described the classification and pay plan; recommended procedures for the implementation and continued maintenance of the plans.



Classification and Compensation Study/Wage and Compensation Study Town of Mount Pleasant, South Carolina

Evergreen Solutions was hired in 2011 to assist the Town of Mount Pleasant to assist with a Compensation and Classification Study. The Evergreen Team conducted employee orientation sessions, focus groups, job analysis, market assessment, and provided recommendations. Evergreen was again hired in the later part of 2015 to conduct a Wage and Compensation Study and Benefits Survey. The purpose of the study was to evaluate the Town's present wage and compensation plan, as well as its benefit package against those of comparable municipalities and competitive businesses, analyze and amend job descriptions, and develop a recommendation for improving the Town's current performance evaluation process and the forms used in this process. Attention was paid to private employers that competed for similar, qualified employees in the labor markets comparable to the Town. Evergreen is providing ongoing support with regard to salary classification and creation of job descriptions for new positions as they occur, and reclassification of current positions when requested.



Classification and Compensation Study Town of Hilton Head Island, South Carolina

Evergreen Solutions was engaged with the Town of Hilton Head Island to conduct a Classification and Compensation Study for all its employees. The study included the following primary objectives: to conduct a thorough, complete and accurate class specifications/job descriptions for all positions; appropriate valuation of each position relative to other Town positions; and to develop a competitive total rewards package (salary and benefits) relative to similar positions in the market.

Evergreen provided written guidelines for maintaining class specifications/job descriptions, for evaluating/re-evaluating job class specifications/job descriptions and for maintaining model compensation structure (s). Evergreen further recommended pay administration policies to include, but not be limited to, policies regarding movement through ranges, adjustments within pay grades, adjustments for assumption of additional duties (temporary or permanent), reclassifications, promotions, transfers, demotions, career ladders, etc. and recommended reliable external market data sources for salary structure adjustments and determination of merit budget

Upon recommendation to the Town for the implementation of a new classification and compensation program, Evergreen's consultants reviewed current performance management system documentation and provided recommendations to strengthen link between pay and performance as appropriate. In addition, Evergreen recommended future merit allocation approaches, considering changes to classification and compensation program and limited budgets.



Pay and Classification Study City of Clemson, South Carolina

Evergreen Solutions is retained by the City of Clemson to conduct a Classification and Compensation Study and Staffing Study. Evergreen will review the existing classification and compensation plan to ensure that all positions within the City are internally equitable and externally competitive. The objective is to have a creditable Classification and Compensation Plan that ensures positions performing similar work with essentially the same level of complexity, responsibility, and knowledge, skills and abilities are classified together; provides salaries commensurate with assigned duties and provides recognizable compensational growth, provides justifiable pay differential between individual classes and maintains currency with relevant labor markets. The end product of the study will include recommendations for the following: a classification schedule, job descriptions, a wage comparison with comparable cities/towns and a compensation plan.

The Staffing Study will document and review existing operations of the City through a collection of Key Performance Indicators (KPIs) and other outcome-related data. Evergreen will develop and collect the staffing and outcome survey and will analyze peer data to determine the relevant staffing range for each department/function, service, and level. Evergreen will review the results collected and develop recommendations that identify all gaps between the current and desired staffing by level and functional area of the City. **Note:** This project is nearing completion.



Classification and Compensation Study City of Lancaster, South Carolina

Evergreen Solutions was retained by City of Lancaster to conduct a detailed compensation and classification analysis of its employees. Employees participated in focus groups, interviews, and job analysis to determine the best classifications for the work performed. In addition, pay ranges were analyzed in the public and private sector to determine the appropriate pay levels for all included jobs. Recommendations were provided to improve the fairness and equity.



Wage and Compensation Study City of Folly Beach, South Carolina

Evergreen Solutions is retained by the City of Folly Beach to conduct a Wage and Compensation Study. The primary objectives of the study are to ensure: fair and equitable compensation relationships with the City; competitiveness with the external market; clear guidance on progression within identified ranges; and implementation strategies and priorities moving forward.



Comprehensive Classification, Compensation, Performance Management and Benefits Study City of Columbia, South Carolina

Evergreen Solutions was retained by the City of Columbia to conduct a comprehensive evaluation of the City's current compensation and classification structure for its 2,352 employees. The primary objective of the study was to determine whether the City's current pay structure, policies, and practices were effective as compared to peer organizations or whether future adjustments were needed. Evergreen's consultants conducted a job-task analysis/job audit of all employee positions to verify and validate information from existing job descriptions. Based on the data collected, Evergreen defined the essential functions of the job class, including, required education, experience, knowledge, skills, and abilities, to ensure compliance with ADA regulations; identified discrepancies between existing and proposed classifications; reported areas that were understaffed or under-utilized; identified management, supervisory, professional, technical and general employees, including each employee's FLSA status (exempt/non-exempt); evaluated and recommended other programs that could be implemented by the City to attract candidates for hard-to-recruit positions; and developed a tool that the City could utilize to evaluate and process future reclassifications.

To ensure external equity, Evergreen consultants compared the City to what other local jurisdictions were doing as it related to salary ranges, steps within ranges, and range spread, and listed options and made recommendations that could improve the City's position in the market and its ability to recruit and retain qualified employees. Evergreen reviewed policies and procedures to determine consistency with prevalent practices among City governments and other local jurisdictions related to setting salaries for new hires, and handling transfers, promotions, additional duty pay and retroactive adjustments.

Evergreen also developed and recommended a new and revised performance appraisal instrument(s) that would support the City's mission and strategic objectives and the City's compensation philosophy, and would work in concert with the classification and pay system that was established. Evergreen consultants worked with the Human Resources Department and other City officials to link the proposed performance evaluation system to the pay structure, and identified any real or perceived internal equity and salary compression issues within the City's various departments/offices, and listed options to address such questions as to how these issues were addressed by other municipalities.

In the end, Evergreen provided recommendations to the classification and compensation structure along with associated costs or savings of implementing those recommendations. Evergreen also provided training/education presentations to managers and senior management staff to ensure that there was an understanding and commitment to the new classification and compensation system. **Note:** Evergreen was again hired in 2022 to conduct a Compensation Study.



Compensation and Classification Study City of Mauldin, South Carolina

The City of Mauldin retained Evergreen Solutions to provide oversight into the data collection process regarding compensation and classification as well as provide recommendations following the collection of the data for the City to transition into a purely merit-based pay system. The purpose of the study was to review the current structure that had not been updated in the last few years utilizing the position rating manual and position analysis questionnaire; review the salary survey methods and results collected from local municipalities and national IMCA data; verify overall grade placement and internal equity for the organization as a whole; ensure external equity with the marketplace; and provide oversight on transition to performance management, merit-pay system. As part of the study, Evergreen reviewed the materials provided by the City and gave feedback on best practices and market trends; analyzed internal equity data collected by City and gave feedback to address internal equity; reviewed salary survey data collected by the City for accuracy and provided insight regarding findings; developed the strategic position for the City utilizing collected data and desired intentions of the City; and assisted the City with developing transition plan. **Note:** Evergreen was again hired in 2022 in conduct a Classification and Compensation Study update.



Classification and Compensation Study City of Goose Creek, South Carolina

Evergreen Solutions was retained by the City of Goose Creek to conduct a Classification and Compensation Study. Evergreen reviewed the current classification system by including a job analysis, assessed job descriptions and made recommendations for changes; provided the tools necessary to maintain the classification system for future positions if a new classification system was recommended; and revised the current Compensation Plan based on the labor market. In the end, Evergreen provided recommendations for the ongoing internal administration and maintenance of the proposed compensation and classification plan.



Classification and Compensation Study City of Atlanta, Georgia

Evergreen Solutions is retained by the City of Atlanta to conduct a Classification and Compensation Study. The primary objectives of the study are to: ensure positions performing similar work with essentially the same level of complexity, responsibility, and knowledge, skills, and abilities are classified together; provide salaries commensurate with assigned duties; outline promotional opportunities and provide recognizable compensation growth; provide justifiable pay differential between individual classes; and



maintain a competitive position with other comparable government entities and private employers within similar geographic areas who are providing comparable and equivalent services. **Note:** Evergreen has completed the compensation study and is now working on the classification study.



**Compensation Study and Limited Job Analysis
City of Norcross, Georgia**

Evergreen is retained by the City of Norcross to conduct a Compensation Study. Evergreen will conduct an external labor market salary survey; develop a plan for employees, providing issue areas and preliminary recommendations for strategic improvement; slot classifications into the revised or new pay scale based on market salary results; propose several possible options for implementation; develop recommendations for a maintenance program for the City staff; and conduct individual job analyses for the City as requested.



**Compensation Study
City of Cedartown, Georgia**

Evergreen is retained by the City of Cedartown to conduct a Compensation Study to encompass their 110 employees. Evergreen will conduct a comprehensive preliminary evaluation of the existing compensation plans for the City; identify and develop a comprehensive list of targets for conducting a successful external labor market salary assessment; conduct an external labor market salary survey; assess the appropriateness of the City's existing compensation philosophy; develop a plan for all employees, providing issue areas and preliminary recommendation for strategic improvement; slot classification into revised or new pay scale based on market survey results; develop and submit final reports; and develop recommendations for a maintenance program so administration by City staff may sustain the recommended compensation system/structure.



**Compensation and Benefits Study and Analysis
City of Dahlonega, Georgia**

Evergreen Solutions was engaged with the City of Dahlonega to conduct a comprehensive classification, compensation, and benefit study and analysis of its workforce. Evergreen's consultants evaluated the City's present salary and benefit structure as compared to the relevant job market for comparable positions in both the private and public sectors. Evergreen reviewed all current job descriptions and analyzed the same for knowledge, skills, abilities, education and experience relevance and internal consistency, job definitions and summaries, distinguishing characteristics, supervision received and exercised, conformity with the ADA relative to essential job



functions and special requirements, including licensing and certifications. Evergreen also analyzed all existing job family classifications, pay grades and salary ranges, and recommended modifications as necessary as well as analyzed all existing FLSA classifications and recommended modifications, as necessary.



Classification and Compensation Study City of Douglasville, Georgia

Evergreen Solutions was retained by the City of Douglasville to conduct a Classification and Compensation Study and Analysis of its workforce consisting of 225 full-time employees in approximately 96 job titles.

Evergreen performed the following tasks:

- Evaluated the City's present salary structure as compared to the relevant job market for comparable positions in both the private and public sectors.
- Reviewed all current job descriptions and analyzed same for knowledge, skills, abilities, education and experience relevance and internal consistency, job definitions and summaries, distinguishing characteristics, supervision received and exercised, conformity with the ADA relative to essential job functions (including physical demands); and special requirements including licensing and certifications.
- Reviewed the City's current Position Classification and Wage Administration Plans and provided recommendations for enhancement and specific guidelines for requests pertaining to the following: creating new positions, salary adjustments and reclassifications, retroactive pay, compensation for additional duties (temporary and permanent assignments) and internal equity adjustments.
- Analyzed all existing job family classifications, pay grades and salary ranges and recommended modifications as necessary.
- Analyzed all existing FLSA classifications and recommended modifications as necessary.
- Identified potential pay compression issues and provided alternative solutions.



Compensation Analysis City of Alpharetta, Georgia

Evergreen Solutions was engaged with the City of Alpharetta to conduct a competitive compensation analysis. The purpose and intent of the study was to compare and contrast the City's current wage and benefit structure and



levels with those of key competing employers— both public and private. The analysis was based upon job descriptions and/or duties performed rather than upon job titles in order to ensure accurate comparisons and to consider all aspects of the City's compensation package. At the time of the study, the City of Alpharetta employed 414 full-time and five part-time positions, excluding senior management and elected officials, defined across 132 position descriptions. The base salary ranges for these positions were divided among eight pay grades.

The primary goals of this project were to: determine the City's competitive position within the marketplace in terms of its overall compensation package; determine the relative value and competitive positioning of each compensation/benefit area; and identify any weaknesses within the components of the City's existing compensation package that may negatively impact the organization's ability to attract and retain talented employees.



Employee Classification and Compensation Study City of Savannah, Georgia

Evergreen was engaged with the City of Savannah to conduct an Employee Classification and Compensation Study for its workforce of 2,500 employees. Evergreen developed a comprehensive job classification system that accommodated the City's need for a flexible, internally and externally equitable, defensible, market sensitive and easily administered system for all current and future jobs within the City. Evergreen established career paths for occupations, provide clear distinctions in different job levels, established performance standards/job qualifications for all newly created job classifications, produced job descriptions that were legally defensible and are in accordance with ADA and FLSA, assigned classifications to pay ranges designed by the City that were labor market appropriate, and trained Human Resource staff so that they could maintain, enhance, and use the classification system to identify and consistently apply the system to modify an existing position or classification or create a new position or classification scheme.

Evergreen further assisted the City in formulating a formal compensation philosophy and developing a compensation system for all job classifications based upon the adopted compensation philosophy. Evergreen identified comparable benchmark employers to guide the City's future employee salary and benefit decisions in order to facilitate the retention and attraction of high performing staff members, while being financially sustainable.



Comprehensive Classification and Compensation Study City of Garden City, Georgia

Evergreen Solutions was retained by the City of Garden City to conduct a Comprehensive Classification and Compensation Study for its workforce. The primary objectives of the Classification and Compensation Study were to: attract and retain qualified workers who would be paid equitable salaries; provide fair salaries for all workers of the City; and provide a salary structure that enabled the City to maintain a competitive position with other cities and companies within the same geographic area. To accomplish this, Evergreen: worked with the City's management staff to identify a market position for the City; developed a comprehensive labor market salary survey for the Chatham County area and surrounding municipalities that reflected both cities and private industry; analyzed existing internal hierarchy based on job relationships, identified problem areas within the internal hierarchy system, and proposed implementation methods to correct identified problems; reviewed current classification grade methodology, and proposed recommended strategies for the City of Garden City; and developed a pay plan identifying specific parameters (i.e., percent spreads between ranges and within ranges). In the end, Evergreen prepared a cost analysis for positions that fell below the proposed minimum salaries following reclassification and developed recommendations and an instrument for the ongoing internal administration and maintenance of the proposed classification/compensation plan.



Comprehensive Classification and Compensation Study City of Tybee Island, Georgia

Evergreen Solutions was retained by the City of Tybee Island to conduct a Comprehensive Compensation and Classification Study. Evergreen's consultants reviewed the City's current compensation plan (salary grade levels and steps) to understand the current challenges of recruiting and retaining employees and identified and recommended a consistent and competitive market position that the City could strive to maintain based on a salary survey of both private and public sector peer organizations. In the end, Evergreen recommended an appropriate salary range for each position in the City based on a review and analysis of the classification plan, the compensation survey results, internal relationships, and external and internal equity.

Evergreen prepared a new salary structure based on results of the salary survey and best practices and developed guidelines to assist the City staff with determining the starting pay for new employees based on knowledge and experience above minimum requirements of the position, how difficult the position is to fill, and market competitiveness. Evergreen further provided recommendations for the ongoing internal administration and maintenance of the proposed compensation and classification plan.



Salary and Benefits Survey City of Roswell, Georgia

Evergreen Solutions was retained by the City of Roswell to conduct a Salary and Benefits Survey. Evergreen examined wages and benefits of the City's employees as compared to public and private sector entities in Georgia and surrounding areas to determine whether the City's wages and benefits were competitive in the market.



Compensation Study City of Statesboro, Georgia

Evergreen Solutions was engaged with the City of Statesboro to review and update the City's Classification and Compensation Plan for its 300 employees. The primary goals of this project was to: ensure job descriptions accurately reflect work performed; identify career ladders/promotional opportunities for each classification; determine the City's competitive position within the marketplace; and identify any weaknesses within the components of the City's existing compensation plan that may negatively impact the organization's ability to attract and retain talented employees. Evergreen recommended appropriate salary ranges for existing or proposed positions based on the classification study and the compensation survey results.



Classification and Compensation Plan Development City of Brookhaven, Georgia

Evergreen Solutions was engaged with the City of Brookhaven to develop a Classification and Compensation Plan. The primary goals of this project was to: ensure job descriptions accurately reflect work performed; identify career ladders/promotional opportunities for each classification; determine the City's competitive position within the marketplace; determine the relative value and competitive positioning of each compensation area; and identify any weaknesses within the components of the City's existing compensation plan that may negatively impact the organization's ability to attract and retain talented employees. Evergreen recommended appropriate salary ranges for existing or proposed positions based on the classification study and the compensation survey results. Evergreen also recommended a performance management and evaluation program, including a comprehensive evaluation form and rating system for fiscal year 2016 implementation. The evaluation plan included a performance-based component.



Classification and Compensation Study and Analysis Columbus Consolidated Government, Georgia

Evergreen Solutions was engaged with Columbus Consolidated Government to conduct a Classification and Compensation Study and Analysis. Columbus is Georgia's first consolidated city/county government, the second largest city in Georgia and is a recognized leader among its peer cities, and takes pride in its operational efficiency and the excellent quality of life it fosters.

Evergreen conducted an external market analysis to determine whether the City was competitive with its peers. Evergreen worked with Human Resources and City leadership to review its classification and compensation structure and recommended comparable public and private survey markets. Evergreen considered the compensation and benefits package received by employees with the City as it related to both the external and internal markets. The City's objectives for this study were to: attract and retain qualified employees; ensure positions performing similar work with essentially the same level of complexity, responsibility, and knowledge, skills, and abilities are classified together; provide salaries commensurate with assigned duties; outline promotional opportunities and provide recognizable compensation growth; provide justifiable pay differential between individual classes; and maintain a competitive position with other comparable government entities and private employers within the same geographic areas.



Compensation and Benefits Study Forsyth County, Georgia

Evergreen Solutions was engaged with Forsyth County to conduct a Compensation and Benefits Survey for the various departments/offices of the County. The objective of the survey was to provide Forsyth County Government a competitive position with other comparable government entities and private employers within the same geographic area to attract and retain qualified employees. Evergreen's consultants reviewed the current compensation plan and salary grade levels to understand the current challenges facing the County in recruiting and retaining employees. Evergreen surveyed comparable labor markets competing with the County for labor in the greater metro Atlanta labor market and comparable public organizations. The survey was designed to capture not only base salary information but comprehensive benefits information (inclusive of: deferred compensation; leave plans; employer paid medical, dental, vision, disability insurance, life insurance) to ensure that the County was competitive with other public organizations in the greater metro Atlanta labor market in its total compensation package.

In the end, Evergreen prepared a final report of findings with written recommendations regarding specific classifications, salary market adjustments, and preferred benefit package and recommended any necessary salary range changes for the County's job classifications.



Classification and Compensation Study and Analysis Douglas County, Georgia

Evergreen Solutions was engaged with Douglas County to conduct a Classification and Compensation Study and Analysis. Evergreen evaluated the County's present salary structure as compared to the relevant job market for comparable positions in both the private and public sectors. Evergreen performed the following tasks:

- reviewed all current job descriptions and analyze same for knowledge, skills, abilities, education and experience relevance and internal consistency, job definitions & summaries, distinguishing characteristics, supervision received and exercised, conformity with the ADA relative to essential job functions (including physical demands); special requirements including licensing and certifications;
- reviewed the County's current Position Classification and Wage Administration Plans and provided recommendations for enhancement and specific guidelines for requests pertaining to the following: creating new positions, salary adjustments and reclassifications, retroactive pay, compensation for additional duties (temporary and permanent assignments) and internal equity adjustments;
- analyzed all existing job family classifications, pay grades and salary ranges and recommend modifications as necessary;
- analyzed all existing FLSA classifications and recommended modifications as necessary;
- established appropriate benchmarking standards and conducted salary surveys as needed for similar positions with comparable Georgia counties as required;
- identified potential pay compression issues and provided alternative solutions; and
- developed applicable classification/reclassification questionnaire.



Compensation and Pay Classification Plan Study City of Foley, Alabama

Evergreen Solutions was retained by the City of Foley to conduct a Compensation and Pay Classification Plan Study. The objectives of the study were to conduct and implement a total compensation plan (including benefits) structure for the City's workforce which would provide both internal and external equity, establish a classification system that accurately describes the duties, knowledge, skills, abilities and minimum qualifications required for each job class, determine and implement a program of accurate job descriptions based on job analysis,



and develop a maintenance program for job descriptions and classification recommendations.

Evergreen conducted a wage and benefit survey among competing jurisdictions as well as public and private organizations to determine competitive wages in the appropriate labor market(s). Using the survey results, Evergreen assigned each job to a pay grade with a view toward achieving proper internal relationships among classes and making salary ranges competitive with relevant markets with due consideration of the financial condition of the City. Evergreen provided estimates of the cost to install and implement the new pay plan and recommended a methodology for implementation.



Compensation and Benefits Study City of Mobile, Alabama

Evergreen Solutions was retained by the City of Mobile to conduct a Compensation and Benefits Study. Evergreen's consultants surveyed the market to determine the City's market position and competitiveness with its peers as it related to compensation and benefits.



Classification and Compensation Study City of Auburn, Alabama

Evergreen Solutions was retained by the City of Auburn to conduct a Classification and Compensation Study. Evergreen conducted a job analysis to determine internal equity and conducted a salary survey to determine whether the City's salaries were competitive in the market. Evergreen also reviewed and updated job descriptions, as needed.



Classification, Compensation, and Performance Management Study City of Hartselle, Alabama

Evergreen Solutions was engaged with the City of Hartselle to conduct a Classification, Compensation, and Performance Management Study. Evergreen reviewed the City's current classification and compensation plan and updated all job descriptions to ensure accuracy and continuity across all service areas.



Classification and Compensation Study City of Daphne, Alabama

Evergreen Solutions was engaged with the City of Daphne to conduct a Classification and Compensation Study to determine internal equity and external competitiveness with comparable municipalities to ensure the City's compensation plan was competitive. Evergreen evaluated and built a projected classification plan based on the results of a job analysis and conducted a market survey to provide an external assessment. Evergreen also developed strategic positioning and compensation administration recommendations for the City and provided revised class descriptions and made FLSA determinations.



Classification and Compensation Study Baldwin County, Alabama

Evergreen Solutions was retained by Baldwin County to conduct a Comprehensive Classification and Compensation Study for its 973 employees. Evergreen consultants conducted a job analysis, evaluated and revised job descriptions, conducted a market salary survey, developed a new pay plan based on the market results and job analysis, and prepared and presented a final report that recommended a new classification and compensation structure for the County.



Classification, Pay and Benefits Study Lee County Commission, Alabama

Evergreen Solutions was retained by the Lee County Commission to conduct a Classification, Pay and Benefits Study for approximately 436 employees. To begin this study, Evergreen Solutions conducted a comprehensive, preliminary evaluation of the County's current pay scale and existing classification plan. Evergreen used its unique Job Assessment Tool® (JAT) to identify classifications of positions and perform job analyses, including an evaluation of supervisory comments. Follow-up interviews were conducted, as needed, and classification changes recommended.

Benchmarks and targets were identified for a market salary and benefits survey. Survey data and internal equity (with proper consideration of the financial condition of the jurisdiction), was used to determine proper pay scale, identify highly competitive positions within the County, and to make strategic positioning recommendations. Evergreen Solutions completed the study by conducting a solution analysis, developing and administering an employee appeals process, developing and submitting final reports, and recommendations for compensation administration to ensure that staff could conduct audits/adjustments consistent with study methods until the next formal study is conducted.



Compensation Study City of Orlando, Florida

Evergreen was retained by the City of Orlando to provide human resources consulting services by conducting a compensation study. Evergreen reviewed the City's compensation system, selected targets and benchmarks for market comparison, conducted a market survey, and developed strategic positioning recommendations to keep the City's compensation plan competitive.



Salary Survey Update City of Orlando, Florida

Evergreen was again retained again by the City of Orlando to conduct a Salary Survey Update for fire positions. Evergreen used the same targets and positions used for the original salary survey conducted in 2016 and collected the following additional information:

- Do they provide a supplement for paramedic or EMT?
- Is an EMT a minimum requirement for firefighters?
- What is their hourly schedule?
- Do they have a step plan?
- Do they move a step and the plan min and max each year?
- What do they do when a fire staff member is maxed out?



Compensation Consulting City of Orlando, Florida

Evergreen was again retained by the City of Orlando to provide compensation consulting services. Evergreen analyzed the current labor market trends in the Orlando metro area, including the pay increases being offered by Disney between now and 2020; collected information from public entities in the Orlando metro area regarding how they were responding to turnover and talent shortages; examined best practices on implementing wage floors to address local market changes; proposed several alternatives to the City to address local market changes, especially those related to the increase in the minimum wage to \$15 per hour by some private organizations; worked with the City HR staff to model and cost different implementation scenarios; and provided a short summary of the analysis and recommendations.

Note: Evergreen continues to work with the City in providing a variety of HR consulting work.



Job Classification and Compensation Study City of Melbourne, Florida

Evergreen Solutions was retained by the City of Melbourne to conduct a Job Classification and Compensation Study. Evergreen reviewed the City's salary and benefit structure and assist in updating information on essential job functions, responsibilities, required knowledge, skills and abilities, and physical demands of each position. Evergreen examined all job descriptions to include a review of position FLSA designations; essential functions; minimum qualifications, license requirements, working conditions, etc., provided recommended updates and/or changes, established criterion for the selection of survey participants with City staff members, prepared a survey to send to the participants, and prepared recommendations based on the results.

Evergreen addressed compression/equity issues between pay grades and classifications and established an equitable classification methodology and salary ranges to provide for the recruitment and retention of qualified staff as well as the equitable relationships of one job to another within the organization. Recommendations were provided to classify/reclassify positions as appropriate. In addition, a recommendation was made for a new compensation plan that is fair and equitable in order to attract, motivate, and retain a quality workforce. Evergreen provided three (3) separate proposed pay plan structures based on salary scales that are 90%, 100% and 110% of the surveyed labor market.



Compensation Study City of North Miami Beach, Florida

Evergreen Solutions was retained by the City of North Miami Beach to conduct a compensation study. Evergreen consultants reviewed pay ranges in the public and private sector to determine the appropriate pay levels for all included jobs (up to 60 benchmarks). Recommendations were provided to improve the fairness and equity within the City. Evergreen provided City staff with the necessary training and materials so that an understanding of the methodology—and how to implement, administer, and maintain the recommended compensation system—was accomplished. **Note:** Evergreen was again hired in 2021 to conduct a Compensation and Classification Study.



Pay and Classification Study City of Doral, Florida

Evergreen Solutions was engaged with the City of Doral to conduct a Pay and Classification Study. Employees participated in focus groups, interviews, and a job analysis was conducted to determine the best classifications for the work performed. In addition, salaries were analyzed in the public and private sector to determine the appropriate salary for all included jobs. Recommendations were provided to improve the fairness and equity in the current classification and compensation system. **Note:** Evergreen was previously hired to conduct a Compensation, Classification, and Value Engineering Study.



Classification and Compensation Study City of Coral Gables, Florida

Evergreen Solutions was retained by the City of Coral Gables to conduct a Classification and Compensation Study. Evergreen's consultants conducted a job analysis in order to determine the appropriate classification structure for the City and to update job descriptions. Evergreen also conducted a salary survey for the purpose of ensuring that the City's pay plan was competitive in the market for retaining and recruiting a talented workforce.



Compensation, Classification, and Performance Management Study Manatee County, Florida

Evergreen Solutions was hired by Manatee County to assist with a county-wide Compensation and Classification Study. At the time of the study, Manatee County was a growing county with a population of over 300,000 located on the southwestern coast of FL between Pinellas and Sarasota Counties. An appointed County Administrator oversaw 16 departments, with approximately 2,900 employees within approximately 600 classifications and 58 pay ranges/grades.

The study included all employees that serve in capacities for the Board of County Commissioners. As part of the review, orientation sessions, focus groups, and interviews were conducted in throughout the county. All employees were asked to complete the Job Assessment Tool (JAT) and job analysis was conducted with the results in order to create a classification plan. A salary survey was issued to local and regional employers to assess competitiveness. Based on the classification and compensation findings, a new pay plan as well as policies and procedures were recommended to the County. Evergreen Solutions helped the County attain their goal of maintaining a sound process providing a classification and pay structure that is fair, equitable, and systematic with a compensation plan comparable with other governmental jurisdictions and the private sector. In addition, Evergreen reviewed the performance management system in place within the County, and provided recommendations for improvement.



Compensation and Classification Study Services Monroe County, Florida

Evergreen was retained by Monroe County to conduct a Compensation and Classification Study for 265 non-union employees in 178 classifications as well as 124 union employees in 46 classifications who are represented by the Teamsters bargaining unit. Employees participated in focus groups, interviews, and a job analysis to determine the best classifications for the work performed. Evergreen's consultants compared the County's positions to other similar positions within other County departments to determine the relative



value of each position to every other position in the County. Comparisons were made with regard to the actual work being performed and based on the current job description. In addition, positions were compared to other similar positions in other private and public sector organizations throughout the Florida Keys and South Florida. Characteristics such as size of the organization, geographic proximity, economic and budget characteristics, and other appropriate demographic data were taken into consideration when making comparisons. Evergreen's consultants also analyzed pay ranges in the public and private sector to determine the appropriate pay and benefit levels for all included jobs.

Recommendations were provided to improve fairness and equity of all jobs within the County. Select County staff were provided the necessary training and materials so that an understanding of the methodology and how to implement, administer, and maintain the recommended total classification and compensation system could be accomplished.

Note: Evergreen was again retained in 2018 to conduct an update of the County's Classification and Compensation Plan to include fire and rescue.



Classification and Compensation Study Alachua County, Florida

Evergreen Solutions was engaged with Alachua County to conduct a Compensation and Classification Study of jobs under the Board of County Commissioners, the Sheriff, Tax Collector, Property Appraiser, Supervisor of Elections, and the Library District. Specifically, the County desired the following services to be performed by Evergreen:

- develop and administer a job analysis questionnaire for the purpose of having employees state their job duties and qualifications including education, experience, licenses and certificates; working conditions (physical and environmental) and all other pertinent information;
- prepare and present to the Board of County Commissioners a report documenting the results of the job analysis by classification and recommendations concerning a classification structure and pay adjustments;
- allocate each employee with regard to the new classification structure;
- identify benchmark classifications to be used to determine appropriate markets for salary survey purposes, as well as to determine the position of the county with regard to salaries for comparable jobs in appropriate markets;



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- administer a salary survey for the purpose of recommending appropriate salaries based on external (market) and internal (equity) considerations;
 - recommend a salary structure, including the number of pay grades, and pay ranges;
 - recommend salaries for each classification, as well as recommended salaries for each employee;
 - provide a classification maintenance plan;
 - provide guidelines and procedures for administering the resulting classification plan to include the following: Initial placement in the salary range and means for movement through the range; and
 - train HR and departmental staff on the methodology and maintenance of the recommended classification and pay plan.



Classification and Compensation Study Palm Beach County, Florida

Evergreen Solutions was retained by Palm Beach County to conduct a Classification and Compensation Study in order to update the current classification and compensation structure for more than 5,300 employees. Evergreen performed the following tasks:

- conducted a job analysis across the County to ensure job descriptions matched the duties performed by the employee;
- provided an analysis of all positions— assigning an appropriate salary grade to ensure fairness and equity—and included recommendations for all positions that were found to be above or below the assigned salary grade; and
- conducted a market compensation analysis of salaries and wages of like or similar jobs of comparable Florida public organizations with similar position and organizational characteristics.



Classification and Compensation Study Pinellas County, Florida

Evergreen Solutions was retained by Pinellas County to conduct a comprehensive classification and compensation study for more than 3,000 employees. The study resulted in recommendations and suggestions for an implementation and maintenance process that effectively provided the County with the resources and expertise to further enhance its classification and compensation program. A comprehensive job classification and pay study hadn't been conducted since 2004 so the County believed it was important to invest in a study that would look at both internal and external equity.

The objective of the study was to have a credible classification and compensation plan that: allowed positions performing similar work with similar levels of complexity, responsibility, and knowledge, skills and abilities to be classified appropriately; identified salaries for assigned duties; outlined promotional opportunities and possible compensation growth; identified pay differential between individual classifications; and identified relevant labor markets.



Employee Classification and Compensation Study City of Hot Springs, Arkansas

Evergreen Solutions was retained by the City of Hot Springs to conduct an Employee Classification and Compensation Study. Evergreen performed the following tasks:

- updated job descriptions to match distinguishing characteristics, essential job functions, minimum qualifications (knowledge, education, experience, skills, and abilities), working conditions (physical demands, work environment, other relevant circumstances.), and certifications and licenses.
- ensured the updated job descriptions provided internal equity and external competitiveness;
- created new job descriptions where needed that were accurate and consistent with Fair Labor Standards Act (FLSA), Equal Employment Opportunity (EEO), and American with Disabilities Act (ADA) considerations;
- reviewed the wage, grade pay plan, and provided feedback and suggestions on modifications that were in line with the City's objectives;
- conducted a comprehensive base salary and benefits survey;
- provided a spreadsheet of all comparable cities based on a combination of factors including, resident population, geographic size, budget, and scope of city services;
- recommended an appropriate salary range for each position based on the classification plan, internal relationships, and equity; and
- identified potential pay compression issues and provided possible solutions.



Comprehensive Pay Plan/Compensation Review City of Salina, Kansas

Evergreen Solutions was engaged with the City of Salina to conduct a Comprehensive Pay Plan/Compensation Review. Evergreen performed an extensive compensation review that compared the City of Salina's positions with comparable positions of other local government entities, including other Kansas cities of comparable size; and, where applicable, comparable public and private sector positions in the competitive market area. A review of internal equity was also conducted and job descriptions were updated, as needed. Evergreen also conducted a gender/race equity study and provided recommendations on to the City on how to make the compensation structure more equitable.



Classification and Compensation Study Sedgwick County, Kansas

Evergreen Solutions was retained by Sedgwick County to conduct classification and compensation study for approximately 2,766 employees. Employees participated in focus groups, interviews, and job analysis to determine the best classifications for the work performed. Classifications were reviewed, as needed, and FLSA determinations were made. Evergreen consultants reviewed pay policies and practices and pay ranges in the public and private sector were analyzed to determine the appropriate pay levels for all included jobs.

Recommendations were provided to improve the fairness and equity within the County and a plan was provided to address maintenance of implemented changes to the County's classification and compensation system. In addition, Evergreen provided County staff with the necessary training and materials so that an understanding of the methodology and how to implement, administer, and maintain the recommended total classification and compensation system would be accomplished. **Note:** Evergreen was again hired in 2022 to conduct a Classification and Compensation Study update.



Comprehensive Compensation Study Shawnee County, Kansas

Evergreen Solutions was engaged with Shawnee County to conduct a Comprehensive Compensation Study. Evergreen conducted an external competitive market study for all current County positions to measure County pay versus market rates for each position. Evergreen further prepared cost proposals and alternatives for establishing market pay rates for each position within three years following completion of the study and provided training to Department Heads and Human Resource Director in plan implementation and maintenance.



Classification and Compensation Study and Analysis City of Broken Arrow, Oklahoma

Evergreen Solutions was retained by the City of Broken Arrow to conduct a Classification and Compensation Study and Analysis to evaluate the present salary structure as compared to the specific job market for comparable positions in the public sectors. Evergreen performed the following: reviewed all current job classifications, confirmed and recommended changes to hierarchical order of jobs using The City's evaluation system; established appropriate benchmarking standards and conducted salary surveys as needed for similar positions as required (prefer to assess duplicate benchmarks – both municipalities as well as local employers); identified potential pay compression issues and provided potential solutions; analyzed and recommended changes to the present compensation matrix and/or structure to meet the market analysis; and assessed potential impact of pending DOL changes.



Comprehensive Classification and Compensation Study City of Branson, Missouri

The City of Branson hired Evergreen Solutions to conduct a Comprehensive Compensation and Classification Study to determine whether the City possessed a compensation and classification system that was both equitable as compared to the external competitive employment market as well as equitable internally. The study included a complete classification analysis using the Job Assessment Tool job valuation methodology as well as a statistical assessment of internal conditions and an assessment of external equity including a salary survey of competing organizations. The report culminated with a series of findings and recommendations that were designed to alleviate any strains on the system and, if necessary, redesign or augment the existing system in place at the City of Branson.



Compensation Study City of Lee's Summit, Missouri

The City of Lee's Summit retained Evergreen Solutions to conduct a Compensation Study to determine whether the City possessed a compensation and classification system that was equitable as compared to both the external competitive employment market as well as being internally equitable. The study included a complete classification analysis using the Job Assessment Tool and Management Issues Tool job valuation methodology as well as a statistical assessment of internal conditions and an assessment of external equity including both benefits and salary surveys of competing organizations. The report culminated with a series of findings and recommendations that were designed to alleviate any strains on the system and, if necessary, redesign or augment the existing systems in place at the City of Lee's Summit. Also included in this study was an evaluation of the City's performance evaluation system to include recommendations for improvement, revision of evaluation instruments and development of a brief training manual for the program.



Compensation Study City of St. Peters, Missouri

The City of St. Peters has retained Evergreen Solutions to conduct a comprehensive compensation and classification study to determine if the City possesses a compensation and benefits system that is both equitable as compared to the external competitive employment market and equitable internally. In doing so, Evergreen will design a system that will enable the City to recruit, retain, and motivate a qualified workforce as well as compensate employees at a fair, equitable and competitive rate.



Classification and Compensation Study Jackson County, Missouri

Evergreen is retained by Jackson County to conduct a classification and compensation study for its 1,800 employees. Evergreen will perform a job and analysis to ensure employee's duties and responsibilities are accurate. Our team will update job descriptions. In addition, Evergreen will study the County's compensation structure, and provide recommendations to optimize the attraction and retention of employees. Evergreen will prepare a report with findings and recommendations.



Comprehensive Compensation and Classification Study Jefferson County, Missouri

Jefferson County retained Evergreen Solutions to conduct a Comprehensive Compensation and Classification Study to analyze the County's market competitiveness and internal equity. Located just 40 miles southwest of the City of St. Louis, the County possessed a unique set of challenges being on the border of more rural, suburban, and even metropolitan markets. Maintaining market competitive compensation and classification plans in these environments required special effort. With this in mind, this study included a comprehensive classification analysis using the Job Assessment Tool job valuation methodology in addition to a statistical assessment of current conditions. An assessment of external equity including a salary survey of competing organizations was conducted. The project concluded with a series of findings and recommendations that were designed to alleviate any strains on the system and, if necessary, redesign the existing system in place for the County.



Classification and Compensation Study St. Charles County, Missouri

Evergreen Solutions was engaged with the St. Charles County Government to conduct a Classification and Compensation Study for its 1,625 employees. The primary purpose of the study was to assist the County in the evaluation of its overall employee compensation and pay structure as compared to the market; to perform a job audit and analysis for each full-time position to



determine appropriate classification; and to update/develop job descriptions in a standardized format that is ADA and FLSA compliant. At the conclusion of the study, Evergreen provided a recommended job evaluation plan that will allow the County to evaluate positions every two years as well as provided an administration manual with plan maintenance procedures and a summary document that could be used to communicate the compensation system change to current and future employees.



Classification and Compensation Study City of Seguin, Texas

Evergreen Solutions was hired to assist the City of Seguin in designing and implementing a comprehensive classification and compensation plan for its workforce of 330 full-time employees. The scope of the project included two major components: working with a City management team to revise the existing pay plan and structures; and evaluating current salary structure and compensation levels for all regular, classified positions and recommending appropriate adjustments. Specifically, Evergreen's consultants reviewed the City's current classification/ compensation plan; surveyed management and identified problem areas regarding the classification and compensation system; conducted a salary survey to ensure external equity; reviewed current policies and procedures; reviewed salary structure to determine appropriateness; and provided technical assistance and training to City staff to facilitate the implementation and the maintenance of the recommended system and procedures.



Classification and Compensation Study City of Farmers Branch, Texas

Evergreen Solutions was engaged with the City of Farmers Branch to conduct a Comprehensive Compensation and Classification Study. The primary objectives of the study were to: review and revise current classification system; determine relevant competitive markets; develop a custom compensation survey to distribute to peer organizations; propose guidelines for an improved or new compensation program and step/grade plan; and provide recommendations to keep the current pay structure competitive. In addition to the salary survey, Evergreen Solutions conducted a benefits survey of market peers in order to compare the City's current benefits to those of its peers. **Note:** Evergreen was again hired in 2021 to conduct a compensation plan update.



Compensation Study City of Big Spring, Texas

Evergreen is retained by the City of Big Spring to conduct a Compensation Study. Evergreen will conduct an external labor market salary survey; assess the City's existing compensation philosophy; develop a plan for employees, providing issue areas and preliminary recommendations for strategic improvement; slot classifications into the revised or new pay scale based on market survey results; and develop recommendations for a maintenance program so administration by City staff may sustain the recommended compensation system/structure.



Classification and Compensation Study City of Del Rio, Texas

Evergreen is retained by the City of Del Rio to conduct a classification and compensation study. Evergreen will ensure that job positions are accurately classified and appropriately compensated based on factors such as job duties, skills, market conditions, and organizational goals. Evergreen will also review the City's certification pay plan.



Compensation Study and FLSA Review City of La Porte, Texas

Evergreen is hired by the City of La Porte to conduct a Compensation Study and FLSAS Review. Evergreen's consultant will examine the City's current compensation system covering non-civil service positions and provide recommendations for compensation policies, procedures, and overall compensation philosophy and make FLSA determinations. In the end, Evergreen will recommend a revised compensation plan that will eliminate and avoid compression issues and aide the City in attracting and retaining qualified employees.



Comprehensive Compensation and Benefits Study City of Sachse, Texas

Evergreen Solutions was hired by the City of Sachse to conduct a Comprehensive Compensation and Benefits Study. The study measured and provided an analysis on base salary, pay/step plans, employer-provided medical benefits packages and any other incentive-based compensation options, including "on call" pay. To ensure the project's validity and applicability, Evergreen conducted a compensation analysis using similar-sized



local municipalities for comparison and recommended comparator cities for consideration.

The following study components were compared: pay ranges with comparator cities performing the same or similar functions; actual employee pay with comparator cities performing the same or similar functions; pay/step plans/special assignment pay with comparator cities performing the same or similar functions; and city-provided comprehensive employee benefits packages with comparator cities performing the same or similar functions. Evergreen recommended pay structure features that provided opportunities for advancement while minimizing salary overlap between levels of responsibility.



Classification and Compensation Study City of Pflugerville, Texas

Evergreen Solutions was hired by the City of Pflugerville to conduct a Classification and Compensation Study for its workforce of over 300 full- and part-time employees. Evergreen analyzed each position within the City by conducting interviews and job audits; evaluated employee position descriptions and duties; interviewed department heads and managers; and assessed classifications within positions (I, II, III, or Lead, Foreman). Evergreen reviewed current job descriptions, focusing on the purpose, job scope, essential duties and responsibilities, education/training requirements, physical job requirements, and working conditions, determined FLSA status (exempt/non-exempt) for positions under federal regulations, and recommended which positions were essential positions in the event the City had a temporary closure. Based on this review, Evergreen presented a proposed classification structure to City management and incorporated input into the final classification document, including a cost analysis for positions that would require adjustments.

Evergreen surveyed the cities of Georgetown, Round Rock, Hutto, Cedar Park, Leander, San Marcos, and College Station to compare compensation and benefit structures in addition to minimum and maximum rates of pay for select positions and will soon make recommendations toward appropriate ranges for rates of pay for each position identified. This included a minimum, mid-point, and maximum, with 1st and 3rd quartile designations. A Salary Grade Chart was prepared based on these recommendations and was presented to management for final approval.



Comprehensive Compensation and Benefits Study City of Rowlett, Texas

Evergreen Solutions was engaged with the City of Rowlett to conduct a comprehensive compensation and benefits study. The primary goal of the study was to ensure that the City was recognized as an employer of choice that provides a viable, cost effective and competitive pay structure. The study



measured and provided a compensation analysis on (a) base salary, (b) pay/step plans, (c) employer-provided medical benefits packages and (d) any other incentive-based compensation options, to include “on call” pay. Evergreen’s consultants identified any weaknesses within the components of the City’s existing compensation package that would negatively impact the organization’s ability to attract and retain talented employees.



**Pay Structure Study
City of Fate, Texas**

Evergreen was hired to develop a new pay plan for the City of Fate. Evergreen performed the following tasks: reviewed the City’s salary data; created a new pay plan for the City; slotted current jobs into the new pay plan; and verified the internal equity of the new pay plan.



**Job Classification, Salary Survey, Compensation Plan Study Services
City of Duncanville, Texas**

Evergreen Solutions was engaged with the City of Duncanville to provide professional Job Classification, Salary Survey, and Compensation Pay Plan Study Services that allowed the creation of a comprehensive job classification and compensation system and pay plans for employees within the City. Evergreen’s consultants reviewed and analyzed the City’s current structure and practices of job classifications and job descriptions including: conducting orientation sessions; providing questionnaires; conducting management and employee interviews; reviewing questionnaire responses with supervisory and management staff; performing a job analysis; and developing and/or revising job descriptions.

Evergreen prepared a customized market survey of salaries of the local and area municipalities that included all of the competitive markets where the city recruited employees. Evergreen established a system for an ongoing and easily understood maintenance of the new, or updated, pay plan that was easy for employees to understand and for managers to administer. The recommended pay plan effectively balanced market and internal equity, supported the classification system, and promoted an employee’s perception of organizational fairness and equity in the City.



**A Classification and Compensation Pay Plan
City of Amarillo, Texas**

Evergreen Solutions was engaged with the City of Amarillo to develop a Classification and Compensation Pay Plan. Evergreen’s consultants: reviewed the City’s existing classification/compensation system; worked with the City’s Human Resources Director and staff to identify a market position for the City; gathered necessary information through the use of questionnaires, job audits, some personal interviews; discussed and determined the appropriate labor



market for the compensation survey; analyzed existing internal hierarchy based on job relationships and proposed implementation methods to correct any identified specific problems; developed a pay plan identifying specific parameters; and reviewed and assigned all positions to an appropriate pay grade.

In the end, Evergreen recommended implementation strategies including calculating the cost of implementing the study and provided the Human Resources staff with training to maintain and revise the system, as needed.



Classification and Compensation Study City of Gonzales, Texas

Evergreen Solutions was retained by the City of Gonzales to conduct classification and compensation study for all employees. Employees participate in focus groups, interviews, and job analysis to determine the best classifications for the work performed. Classifications were reviewed, as needed, and FLSA determinations were made. Evergreen consultants conducted a market salary survey to identify pay ranges in the public and private sector in order to determine the appropriate pay levels for all included jobs in the City. Recommendations were provided to improve the fairness and equity within the City and a plan was provided to address maintenance of implemented changes to the City's classification and compensation system.



Human Resources Department Assessment (Classification and Compensation Services) City of Buda, Texas

Evergreen was engaged with the City of Buda to conduct a Human Resources Department Assessment. Evergreen's consultants provided a job analysis questionnaire and procedures for future updating and new position creation and developed and fully defined a systematic procedure for evaluating positions using the "point factor method". A worksheet was developed for departments to request a job evaluation for upgrades within a position or for a new position for submission to Human Resources to ensure that job titles were consistently used on job descriptions and the pay plan.

Evergreen further created a new cost effective, affordable compensation structure and management plan that was systematically and equitably acknowledge and rewarded an employee's performance and skills. Evergreen designed a compensation program that included a description and justification of the pay philosophy, a completed pay structure, and rules for moving employees through the pay structure based on their increasing contributions in support of the City. Evergreen consultant's gathered actual salary data from market surveys, local governmental agencies, benchmarked cities, and other



appropriate data, as deemed necessary. The recommended compensation structure included a proposed training/career progression plan, including documentation as appropriate, and a plan that rewards employee performance fairly and equitably, with measures that can be documented.

Note: Evergreen was again hired in 2023 to conduct a Compensation Study.



Classification and Compensation Study City of Lockhart, Texas

Evergreen Solutions was retained by the City of Lockhart to conduct a Classification and Compensation Study of its workforce. Employees participated in focus groups, interviews, and a job analysis was conducted to determine the best classifications for the work performed. In addition, pay ranges were analyzed as well as benefits in the public and private sector to determine the appropriate pay levels for all included jobs. Recommendations were provided to improve the fairness and equity in the current system.



Classification, Compensation, and Benefits Study City of Portland, Texas

Evergreen Solutions was engaged with the City of Portland (City) to conduct a Classification, Compensation and Benefits Study. Evergreen Solutions' consultants will evaluate jobs within the City and the current pay and benefits structure. A market survey of salary and benefits was conducted among peers approved by the City. Based on the survey results, Evergreen's consultants made recommendations for changes to the current classification and compensation system, as well as provided a maintenance tool that the Human Resources Department could use to keep the system current and equitable. Training on this maintenance tool was also provided. **Note:** Evergreen was again hired in 2024 to conduct a Compensation and Benefits Study.



Salary Survey and Pay for Performance Study City of Mont Belvieu, Texas

Evergreen Solutions was retained by the City of Mont Belvieu to conduct a pay for performance study and a salary study. The study identified classifications that were below market and that need to be adjusted in order for the City to remain competitive among its market peers. In addition, Evergreen made recommendations regarding enhancements needed to the City's current performance evaluation system and provided the City with a performance evaluation tool. **Note:** Evergreen was again retained in 2021 by the City to conduct a Compensation and Classification Study.



Employee Compensation Consulting Services Fort Bend County, Texas

Evergreen was retained by Fort Bend County to provide employee compensation consulting services. Evergreen conducted the following tasks: reviewed current compensation plan including policy groups and salary structures; conducted Fair Labor Standards Act (FLSA) exempt/non-exempt status review of all positions; analyzed internal equity and possible compression issues; completed salary survey of City and County governments in the State of Texas as designated by the County; designed and executed a salary survey, analyzed results and made recommendations; and evaluated and determined each employee's proper step placement on the newly approved salary grade structure.



Salary Compensation Study Hood County, Texas

Evergreen Solutions was engaged with Hood County to provide an update of their classification and compensation system. Evergreen evaluated the current system, collected and reviewed current environment data, and evaluated and built the projected classification plan. Evergreen identified a list of market survey benchmarks and conducted a market survey. Evergreen then provided the County with the external assessment summary, developed strategic positioning recommendations, and developed and submitted draft and final reports and recommendations for compensation administration. Additionally, Evergreen updated job descriptions for the County, as necessary.



Compensation Study City of Carlsbad, New Mexico

Evergreen Solutions was retained by the City of Carlsbad to conduct a Compensation Study. The study included evaluating 50 administrative positions and three elected official positions as benchmarks against the private and public labor market in the State of New Mexico, and making recommendations to improve competitiveness in alignment with the City's strategic goals. Evergreen's recommendations improved the City's competitiveness and helped prepare it for future recruitment challenges.



Comprehensive Compensation and Classification Study City of Santa Fe, New Mexico

Evergreen Solutions was engaged by the City of Santa Fe to conduct a comprehensive compensation and classification study for all City 1,326 employees, including non-bargaining employees and those covered by collective bargaining agreements. Evergreen conducted orientations and focus groups with general employees, and interviewed department directors and other executive



managers. Employees completed Job Assessment Tools, and supervisors completed Management Issues Tools, as needed. The data gathered through this process resulted in JAT scores for each job title, placement of each job into an internal hierarchy, and recommendations as needed for revisions to the current classification structure.

Evergreen also worked with City Human Resources staff to conduct a comprehensive salary survey. The results were combined with the internal hierarchy analysis to generate recommendations for a comprehensive compensation and classification structure. Evergreen provided detailed recommendations for the implementation of a new structure and related employee salary adjustments. Evergreen also assisted the City with implementation of a revised performance assessment system which include training with supervisors and staff, and creating and distributing performance appraisal factor weighting forms.



Classification and Compensation Study City of Albuquerque, New Mexico

Evergreen Solutions is retained by the City of Albuquerque to provide Classification and Compensation Consulting Services. Evergreen's consultants will perform the following tasks:

- develop new classification and compensation structure (job families, pay plans, grades, steps as applicable) including recommendations for movement within structure;
- conduct a benchmarking analysis for placement of jobs within the new structure;
- assess and provide recommendations associated with Premium Pay programs including but not limited to hiring incentives, seniority-based pay (longevity pay), shift differential, etc.;
- recommend resources needed to manage compensation program into future (i.e., technology and human capital);
- review and update job descriptions to accurately reflect essential functions, minimum qualifications for education and experience, required knowledge, skills and abilities, special requirements, and physical and environmental conditions;
- ensure position descriptions are in full compliance with all applicable federal, state, local statutes and regulations, including the Fair Labor Standards Act (FLSA) exemption status and Americans with Disabilities Act (ADA); and
- ensure position descriptions are assigned within the classification system, reflecting equitable placement between various position responsibilities; provide a scoring mechanism for the placement of those positions in the classification system and a recommendation on updates thereafter.



Note: This study is nearing completion. Evergreen previously conducted a similar study for the City.



**Pay for Performance Study and Salary Survey
City of Manitou Springs, Colorado**

Evergreen Solutions was retained by the City of Manitou Springs to develop a performance-based pay structure and conduct a salary survey. Evergreen made recommendations regarding enhancements needed to the City's current performance evaluation system and provided the City with a performance evaluation tool.



**Classification and Compensation Study
Ouray County, Colorado**

Evergreen Solutions was engaged with Ouray County to conduct a Classification and Compensation study, including wages and benefits, for full-time and part-time employees of Ouray County. A job analysis was conducted using existing job descriptions to determine the best classifications for the work performed. Evergreen recommended the deletion of outdated or unnecessary jobs descriptions as well as the revision to current positions, if needed. In addition, a salary survey was conducted to ensure external market equity by comparing Ouray County to other county governments, local municipalities and local businesses as appropriate. Recommendations were provided to improve the fairness and equity in the current classification and compensation system.



**Compensation Study
Grand County, Colorado**

Evergreen Solutions was retained by Grand County to conduct a compensation study. Evergreen performed the following tasks: reviewed current personnel practices and policies that impacted pay and performance; reviewed legal provisions and requirements, including statutory requirements that might have impacted the study; conferred with the County Manager, Elected Officials, Department Heads and Human Resources Director in order to review input regarding their views of compensation problems and needs, and to identify specific areas of concern; reviewed County jobs in order to prepare an appropriate pay survey and fringe benefit questionnaire; prepared a survey tool that sought entry level, mid-point and maximum pay for each key class included; performed an analysis of pay and benefit data provided by peer organizations; prepared recommended pay grade and range schedules and assignments to pay grades for each class of work; determined appropriate internal relationships of the classes based upon classification factors; and



developed a salary schedule or schedules that met the needs of the County's compensation program and related to the County's labor market.



**Classification and Compensation Survey
City of Page, Arizona**

Evergreen Solutions was engaged with the City of Page to conduct a Classification Study and a Compensation Survey for all employees. As part of the study, Evergreen conducted orientation sessions, focus groups, and interviews. Employees completed a Job Assessment Tool (JAT) in order to analyze job duties and revise the current classification structure. A salary and benefits survey was issued to local and regional employers to assess market competitiveness. Based on the findings from the classification and compensation review, a new pay plan as well as policies and procedures were recommended to the City.



**Compensation Study
City of Flagstaff, Arizona**

City of Flagstaff hired Evergreen Solutions to conduct a Compensation Study. Evergreen Solutions' consultants:

- evaluated the current broadband pay plan structure;
- evaluated the current skill-based pay plan, public safety, and general 2080 pay plan structures;
- conducted a market salary survey of at least five other local government and private sector peer organizations;
- developed a plan for the City's strategic improvement, including the identification of highly competitive positions within the City; and
- develop recommendations and guidelines for the continued administration and maintenance of the compensation system.



**Classification and Compensation Study
City of Prescott, Arizona**

The City of Prescott retained Evergreen Solutions to conduct a Classification and Compensation Study, including the development of a compensation philosophy, to design and implement a comprehensive total compensation plan and to classify all positions appropriately within the plan structure. The study included a complete classification analysis using the Job Assessment Tool job valuation methodology as well as a statistical assessment of internal



conditions and an assessment of external equity including salary and benefits surveys of competing organizations. The final report culminated in a series of findings and recommendations that were designed to alleviate any strains on the system and, if necessary, redesign or augment the existing system in place at the City of Prescott.



**Compensation Study
Town of Sahuarita, Arizona**

Evergreen Solutions was hired by the Town of Sahuarita to conduct a Compensation Study that is in alignment with the Town's Strategic Management Plan. Evergreen assisted the Town in developing a highly competitive pay philosophy to recruit and retain quality professional staff and surveyed the market to identify proper pay ranges in the public and private sector for similar classifications.



**Classification and Compensation Study
City of Boulder City, Nevada**

Evergreen Solutions was engaged with the City of Boulder City to conduct a Classification and Compensation Study. Evergreen's consultants conducted a job evaluation, classification review, and developed a compensation system for all positions and job classifications in order to make recommendations regarding the appropriateness, internal equity, and external competitiveness of the City's classification and compensation plans. Evergreen developed an updated and well-structured classification system as well as classification descriptions for all positions that was legally compliant (including Fair Labor Standards Act (FLSA) and Americans with Disabilities Act (ADA) requirements), internally aligned, reflective of contemporary standards, and accurately reflected current roles, responsibilities, duties, and qualifications. The study also reviewed the City's compensation structure by conducting a market salary survey using comparator agencies. The compensation study contained specific recommendations regarding the integration of all classifications into a clear compensation structure, with the goal of developing a clearly designed, internally equitable format that was flexible for career opportunity and future growth.



**Comprehensive Classification and Compensation Study
City of Camarillo, California**

Evergreen Solutions was retained by the City of Camarillo to conduct a Comprehensive Classification and Compensation Study. The study assessed the current classification schedule and pinpointed needed changes in job duties, titles, salaries, and benefits. The study also addressed the internal



relationships within the organization to help determine proper equity in the classification and compensation study and also to help determine whether the existing salary and compensation schedule was competitive and consistent with comparable employers. In the end, Evergreen provided a defensible and technically sound basis for compensating employees within the City. Evergreen also evaluated the City's current pay for performance plan and provided alternative compensation recommendations, including Cost of Living Arrangement structures. Up to 10 single job audits was also conducted.



**Classification and Compensation Study
City of Fresno, California**

Evergreen is retained by the City of Fresno to conduct a Classification and Compensation Study. Evergreen will review and evaluate the City's existing classification system and compensation structure, survey fifteen agencies mutually agreed-upon between Local 39 and the City, review classification specifications, salaries and other benefits, distribute and review position description questionnaires and interview employees and management personnel, draft and/or modify classification specifications, make recommendations on salaries, and provide overall subject matter expertise and recommendations on a classification and compensation structure that meets the City's prime objective of attracting and retaining qualified talent to classifications within this bargaining unit.



**Compensation Study
City of Long Beach – Long Beach Management Association, California**

Evergreen Solutions was retained by the Long Beach Management Association to conduct a Compensation Study. Evergreen conducted a salary survey to determine whether the union positions within the City's Fleet Services Bureau were competitive in the market and provided recommendations for updating the current pay plan.



**Classification and Compensation Study
Inyo County, California**

Evergreen is retained by Inyo County to conduct a Classification and Compensation Study. Evergreen will perform the following:
ensure that the County remains competitive in the job market when compared to similar organizations throughout California; assess identified classifications relative to the requirements of "Exempt" and "Non-Exempt" status pursuant to the criteria of the Fair Labor Standards Act; recommend revisions to internal total compensation relationships that are consistent, uniform, and sustainable for the County in consideration of its budget constraints; identify positions in the County for which there are no genuine comparable positions elsewhere



within comparable agencies and make recommendations to determine fair compensation; provide modern job descriptions for certain positions; ensure equitable pay relative to other County positions; and provide total compensation recommendations to the County based upon internal and external total compensation relationships.



Compensation Review Mariposa County, California

Evergreen is retained by Mariposa County to conduct a Compensation Study. Our duties will be to: meet together with the labor Unions and Human Resources to discuss this compensation survey and, to the extent possible, discuss and agree upon comparable counties and additional classifications for evaluation; evaluate existing job families and/or establish new job families to ensure consistency; evaluate the comparable market (total comp, including salary and benefits) for each above listed classification; conduct routine progress meetings with Human Resources and the County Administrative Officer; evaluate internal equity relationships, with a specific focus on compaction, and suggest salary adjustments as appropriate; determine whether the Deputy Clerk of the Board II should be aligned for salary purposes with the Executive Assistant; evaluate whether the HHSA Program Assistant should be aligned for salary purposes with the HHSA Eligibility Specialist; produce and deliver a final report detailing all classifications and families and their place in the comparable market, specifically highlighting ones that are not aligned with the job market; and present the final report to the Board of Supervisors. **Note:** This project is nearing completion.



Classification, Compensation, and Benefits Study Ogden City Corporation, Utah

Evergreen Solutions was engaged with Ogden City Corporation to conduct a Classification, Compensation and Benefits Study for its 778 employees. The goals of this study were to ensure that job descriptions accurately reflect actual duties and maintain compensation levels that are both internally and externally equitable. Evergreen worked with Ogden City Corporation throughout four project phases that involved:

- conducting a job analysis, including building a classification plan;
- documenting a compensation philosophy;
- reviewing and analyzing the City's total compensation plan, including a market salary and benefits survey; and
- providing a comprehensive report containing recommendations, an implementation approach, and guidelines for maintaining classification and compensation policy updates and changes.

Note: Evergreen was again hired to conduct a compensation study in early 2022.



Classification and Compensation and Equal Pay Study City of Albany, Oregon

Evergreen Solutions was retained by the City of Albany to conduct a Classification and Compensation and Equal Pay Study. Evergreen's consultants reviewed current job descriptions and compensation structures to determine the need for modifications to assure external competitiveness and internal equity by performing the following tasks:

- reviewed current job descriptions to analyze knowledge, ability, education, experience, relevance, and hierarchical consistency;
- developed, distributed, and analyzed job specific questionnaires, as needed, and conducted in-person interviews of select staff to complete analysis;
- proposed, where appropriate, broad-banding of classifications, or combining classifications into a series, if beneficial to achieve alignment of similar positions;
- recommended additions, deletions, or modifications to existing classifications and made FLSA determinations (exempt or non-exempt status) for positions;
- surveyed comparator jurisdictions for both wages and total compensation;
- analyzed results and developed appropriate pay structures for City taking into account compression and internal equity;
- conducted equal pay analyses of recommended pay structures that complied with House Bill (HB) 2005 and its implementing administrative rules; and
- trained City HR staff on the methodology used to assess job classifications in order to maintain internal equity when adding, deleting, or modifying jobs in the future.



Compensation and Classification Study and Equal Pay Analysis Columbia County, Oregon

Evergreen Solutions was retained by Columbia County to conduct a Compensation and Classification Study. Evergreen Solutions worked with the Compensation Study Committee (CoSC) to develop a compensation system for the County, evaluated current pay grades, conducted an equal pay analysis in compliance with the Oregon Equal Pay Law, and developed a classification system to facilitate the continued administration of the compensation analysis. Evergreen's consultants assessed position titles and identified appropriate employee status in accordance with FLSA. Evergreen's consultants then developed multiple alternative recommendations and a communication plan. Finally, Evergreen reviewed and developed different policies procedures and proposed different recommendations.



Classification and Compensation Study City of Ridgefield, Washington

Evergreen Solutions was engaged with the City of Ridgefield to conduct a Classification and Compensation Study. The City desired to maintain an internally and externally equitable, yet market competitive, classification and compensation plan. The City strived to competitively recruit and retain employees who would provide the best service to the community. The City had not conducted an in-depth review of the classification and compensation structure since 2015-16 and since that time has grown from 37 to 52 FTE's, including seven (7) new classifications. Evergreen provided recommendations that will help the City retain and recruit quality employees. **Note:** Evergreen was again hired in 2024 to conduct a Classification and Compensation Plan Update.



Total Compensation Study Spokane County, Washington

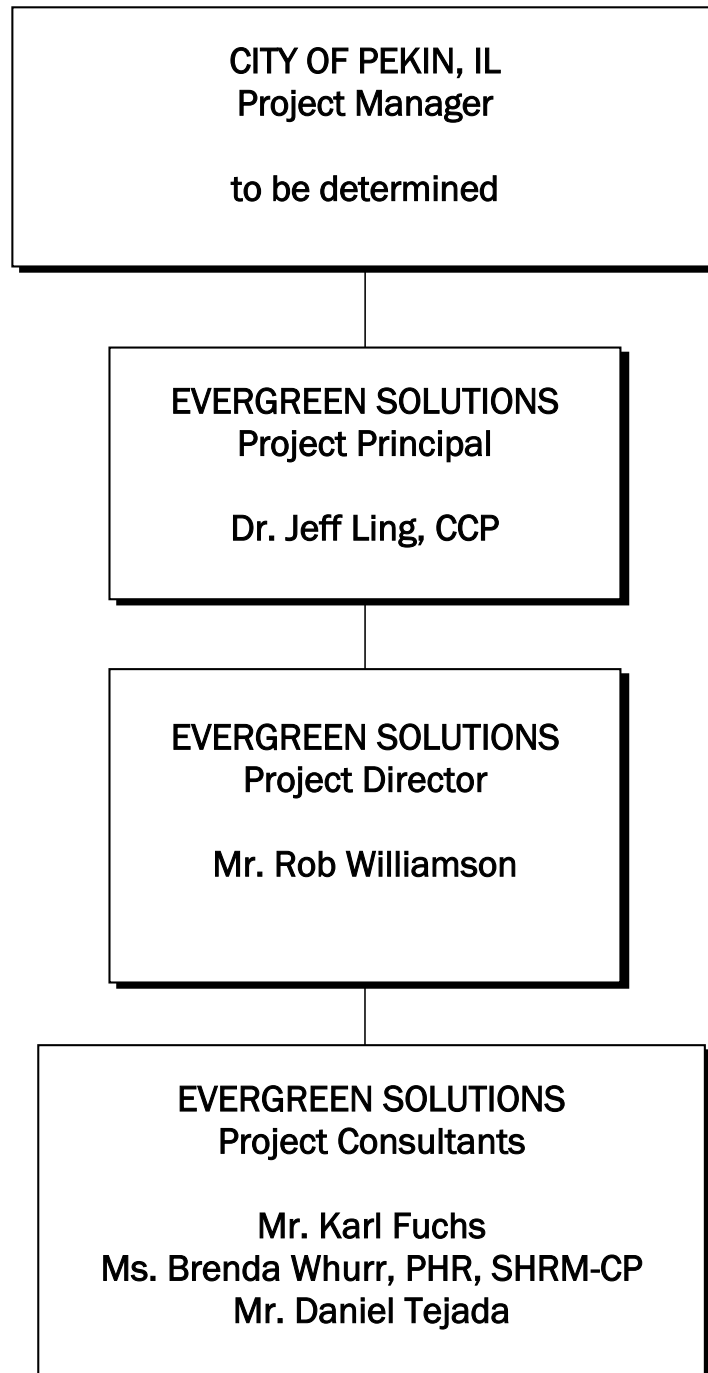
Evergreen Solutions was retained by Spokane County to conduct a Total Compensation Study. Evergreen reviewed total Compensation (compensation and benefits) for 1,950 regular, full-time employees in 225 positions and recommended possible wage adjustments that align with the County's compensation philosophy. Additionally, Evergreen compared the County's benefits package with those offered in the same local market identified in the pay analysis. **Note:** Evergreen was again hired to conduct a Classification Study.

1.3 Proposed Project Team

Exhibit 1-2 reflects our proposed project management and personnel assignments. The structure has been designed to clearly define the roles and responsibilities of each part of the Wage and Compensation Study that there will be no confusion as to who is responsible for any aspect of this engagement with the City of Pekin.



**Exhibit 1-2
Proposed Project
Management
Organization and
Personnel
Assignments**



City of Pekin Project Manager. With each project engagement, we work with the client to identify one specific point of contact to serve as a Project Manager. The City's Project Manager (CPM) will be our reference point throughout the engagement. We will take project direction, leadership, and guidance from the CPM and all project deliverables will be filtered through the CPM throughout the duration of the project.



Key Personnel

Project Principal Dr. Jeff Ling, CCP

Evergreen Solutions' Project Principal. Our Project Principal will have ultimate accountability for the success of this project. Evergreen Solutions' Project Principal is always a senior leader in our firm, typically the President. The Project Principal will have contractual authority over the contract, and will be our top level of project responsibility.

Evergreen Solutions' Project Director. Evergreen Solutions designates a Project Director for each HR consulting project. The Project Director will work with the Project Principal regarding the scheduling of the project with the CPM. The Project Director will have the most frequent contact with the City and will assign project activities to the Project Consultants and will ensure that deliverables are met within specified timelines.

Evergreen Solutions' Project Consultants. Our Project Consultants are a team of consultants who have worked together on numerous projects, and who will provide consulting and analytical work on all project activities. The Project Consultants will review pay plans, conduct orientation sessions and focus groups, administer the Job Assessment Tool (JAT) and Management Issues Tools (MIT), conduct a salary and benefits survey, review and revise job descriptions, and prepare draft and final reports.

Consultant Team Members must be thoroughly knowledgeable in the portion of the project they are responsible for, as well as have expertise in the issues that are unique to each individual client. Our firm is proposing an exceptional team of consultants who have worked together on many similar projects. We always make sure each project is sufficiently staffed to handle any additional tasks or unforeseen issues that may arise during the course of the study. The combination of our individual knowledge and skills form a superior team who will be able to competently perform all of the pieces of the Wage and Compensation Study for the City of Pekin.

The following paragraphs provide summaries of each team member's qualifications and experience related to his/her role in this engagement.

Dr. Jeff Ling is the President of Evergreen Solutions who has been with the firm since its inception in 2004. He is a Certified Compensation Professional (CCP) who has more than 25 years consulting experience in the following areas: human resources; performance improvement; process analysis; strategic planning; statistical analysis; research methodology; data management; surveys and polling; technology analysis; change management; and risk analysis.

Dr. Ling has planned, organized, and managed studies on human resources assessment, survey analysis, government efficiency, technology planning, information utilization, public opinion, market expansion, and privatization. Each of these studies dealt with summarizing major alternatives for decision makers and providing viable recommendations. He has consulting experience in public sector Evaluation, research management, efficiency analysis, survey analysis, statistical modeling, and technology planning.



Dr. Ling has worked with a multitude of clients in the capacity of Project Principal. He has worked on hundreds of engagements across the nation and includes work in state and local governments, school districts, institutions of higher education, quasi-governmental agencies, and private industry.

Dr. Ling has been instrumental in creating, reviewing, and evaluating the methodology employed by Evergreen Solutions on all human resource engagements. His background and skill set make him uniquely qualified for assessing organizational critical needs and strategy. He is also an expert in policy development and long-term planning.

A sample of the types of studies Dr. Ling has been involved with includes:

- **Compensation/Classification** – He developed the methodology and techniques for organizations to employ for successful data collection and implementation based on internal and external equity needs. He has been the Project Principal for numerous projects related to classification and/or compensation. **Note: He has served as the Project Principal or Project Director for more than 1,200 public sector projects related to Classification and/or Compensation.**
- **Performance Evaluation** – He has provided the framework for many organizations transitioning into goal-based performance evaluation systems or fully functional merit-based pay structures. He understands the importance of a well stratified, objective based review process and has been instrumental in assisting a number of large organizations transition from traditional systems into merit-based pay structures with minimal transitional costs and interruption.
- **Market Research** – He provided the basis for which market research was collected, analyzed, and review. He ensured that data collection procedures and methods were statistically reliable using his knowledge of statistics and overall market research.
- **Policy Development** – He has a thorough and firm understanding of policy development and has assisted many clients with implementing tailored policies and practices that reflect best practices.

Dr. Ling holds a Doctorate's Degree from Florida State University in Political Science and has taught courses addressing research methodology, statistical analysis, technological innovations, and political economy at various universities.

**Project Director
Mr. Rob
Williamson**

Mr. Rob Williamson is a Project Manager with Evergreen. He brings more than 20 years of proven leadership experience serving both private and public sector clients. His diverse leadership includes time as a business owner, County Commissioner, CEO of a mid-sized water and wastewater treatment utility, Executive Director of a three-member regional water utility provider, and most recently, Manager of the Florida Association of Counties' 23-county insurance trust.



During his career, Mr. Williamson has served on boards of directors for more than two dozen public, private, civic and charitable organizations. This includes time as Chairman of the Santa Rosa County Board of County Commissioners, RESTORE Council, Tourist Development Council, Florida/Alabama Transportation Planning Organization and as a member of the Florida Gulf Consortium, Florida Association of Counties Executive Board, Leadership Santa Rosa, and the Institute for County Government to name a few. He is also a member of the Florida Rural Water Association. He was a Keynote speaker for the Florida American Water Works Association for its Fall Conference Opening General Session in 2023.

Mr. Williamson helps organizations create new strategic pathways to solve complex problems. His areas of focus include policy development, strategic planning, change management, government services, transportation planning, master planning, tourism, RESTORE Act implementation and leadership development.

A sample of some of the public sector projects that Mr. Williamson has directed or been involved with include: a Compensation Study and Analysis for McLean County, IL; a Classification and Compensation Study for the City of Moline, IL; a Compensation and Classification Study for the City of Minneapolis Department of Public Works, MN; a Total Compensation Study for Genesee County, MI; a Compensation Study for the City of Morristown, TN; a Compensation Study for the City of White House, TN; a Comprehensive Total Compensation Study for Cumberland County, PA; a Job Classification and Compensation Study for the Town of Wethersfield, CT; a Compensation Study for the City of Portsmouth, NH; a Classification and Total Compensation Review for the City of Manchester, NH; a Classification and Compensation Study for Culpeper County, VA; and HR Market Study for Botetourt County, VA; a Classification and Compensation Study for Ashe County, NC; a Classification and Compensation Study for the Town of Huntersville, NC; a Classification and Compensation Study for the City of Burlington, NC; a Classification and Compensation Study for the City of Southport, NC; a Classification and Compensation Study for Onslow County, NC; a Classification and Compensation Study for Dare County, NC; Classification and Compensation Study Services for Dillon County, SC; a Compensation and Classification Study for Greenwood County, SC; a Compensation Study for North Charleston Sewer District, SC; a Compensation Study for the Town of Central, SC; a Classification and Compensation Study and Analysis for Darlington County, SC; an Employee Compensation and Classification Study for the City of Greenwood, SC; a Compensation Study for the City of Orangeburg, Department of Public Utilities, SC; a Classification Study for Cherokee County, GA; a Compensation Study for Spalding County, GA; a Classification and Compensation Study for Barrow County, GA; a Classification and Compensation Study and Analysis for Columbus Consolidated Government, GA; a Classification and Compensation Study for the City of Jackson, GA; a Compensation Study for Cherokee County, GA; a Classification and Compensation Study for the City of Johns Creek, GA; a Classification and Compensation Study for the City of Jackson, GA; a Classification and Compensation Study for the City of Calhoun, GA; a Classification and Compensation Study for the City of Hampton, GA; a Classification and Compensation Study for the City of Sylvester, GA; a



Compensation Study for the City of Cedartown, GA; a Compensation Study for Cobb County-Marietta Water Authority, GA; a Classification and Compensation Study and Analysis for Clayton County Water Authority, GA; a Compensation Study for Douglasville-Douglas County Water and Sewer Authority, GA; a Classification and Compensation Study for the City of Vienna, GA; a Compensation Study for the City of Duluth, GA; a Compensation Study for the City of Holmes Beach, FL; a Classification and Compensation Study for the City of South Miami, FL; a Classification and Compensation Study for the City of Palm Beach Gardens, FL; a Staffing Study for the City of Naples, FL; a Compensation Study for the City of Okeechobee, FL; a Compensation Study for the City of Palmetto, FL; a Comprehensive Compensation Study for Keys Energy Services, FL; a Compensation Study for the Indian River County Property Appraiser's Office, FL; an Employee Classification and Compensation Survey for the Okeechobee Utility Authority, FL; a Classification and Compensation Study for DeSoto County, FL; a Compensation Study for the Lake Apopka Natural Gas District, FL; a Classification and Pay Plan Study for Peace River Manasota River Water Supply Authority, FL; a Comprehensive Classification and Compensation Study for Citrus County, FL; a Classification and Compensation Study for the City of Apalachicola, FL; a Compensation Study for the City of Naples, FL; a Compensation Study for the City of New Port Richey, FL; a Classification and Compensation Study for the City of New Port Richey, FL; a Classification and Compensation Study for the City of Wildwood, FL; a Classification and Compensation Study for the City of Oldsmar, FL; a Classification and Pay Plan Study for the City of Panama City Beach, FL; a Classification and Compensation Study for the City of Boynton Beach, FL; a Compensation Study for the City of Bradenton, FL; a Compensation Study for the City of Plantation, FL; a Classification and Compensation Study for the City of Kissimmee, FL; a Classification and Compensation Study for the Manatee County Sheriff's Office, FL; a Compensation Study for the Marion County Property Appraiser, FL; a Compensation Study for the Town of Oakland, FL; a Classification and Compensation Study for the City of Madison, AL; a Classification and Compensation Study for the City of Auburn, AL; a Compensation Study for Auburn-Opelika Tourism, AL; a Compensation Study for the City of Opelika, AL; a Compensation and Benefits Study for the City of Mobile, AL; a Classification and Compensation Study for Riviera Utilities, AL; a Job Market Survey for New Braunfels Utilities, TX; a Compensation Study for the City of Aransas Pass, TX; a Classification and Compensation Study for the City of Del Rio, TX; a Classification and Compensation Study for Blanco County, TX; a Classification and Compensation Study for the Town of Addison, TX; a Compensation/Benefits/Pay-Practices and Classification Study and Analysis for Upper Trinity Water District, TX; a Compensation and Benefits Study for the Middle Rio Grande Conservancy District, NM; a Compensation Study for the Metropolitan St. Louis Water District, MO; and a Compensation Study for the Colorado River Water Conservation District, CO.

Mr. Williamson has certifications from the Cambridge Leadership Institute and the Kenan-Flagler Business School Leadership Institute and possesses a Bachelor of Science Degree in Sociology from Florida State University.



**Project
Consultant
Mr. Karl Fuchs**

Mr. Karl Fuchs is a Senior Consultant with Evergreen with over 25 years of experience serving public sector organizations in various aspects of human resources management. His past roles include Human Resources Director and Plans and Operations Analyst. He is also a Retired Marine Corps Veteran. In addition to his regular duties while serving as a Human Resources Director, he successfully implemented creative recruiting and retention strategies which lessened time to hire and lengthened retention, especially in hard to fill positions. He streamlined and updated legacy processes and provided remedies for classification and compensation of non-bargaining unit employees.

Mr. Fuchs was a Plans and Operations Analyst working under DoD contract where he provided subject matter expertise on operational manpower and employment of U. S. Marine forces in the Middle East. He developed staffing requirements for Contingency Plans, multi-national joint exercises, and the deployment and redeployment of forces conducting combat operations. He also supervised staff in various HR roles such as pay management, employee recognition, and official travel.

While Mr. Fuchs was on active duty, he served in various capacities focusing on talent management and development. He also volunteered for assignments as DEI manager. He led and maintained compliance of programs including HRIS, pay/entitlements, promotions, limited duty, workplace investigations, performance management, employee recognition, corporate charge card, official travel, equal opportunity, separations/retirements, personnel accountability, and casualty affairs. Over the course of his career, he participated in training the Moroccan, Jordanian, and Afghan militaries.

A sample of some of the public sector projects that Mr. Fuchs has been involved with include: a Compensation and Classification Study for Howard County, MD; a Compensation Study for the City of Baltimore, MD; a Classification and Compensation Study for Garrett County, MD; a Classification and Compensation Study for Onslow County, NC; a Staffing Study for Rock Hill Schools, SC; a Classification and Compensation Study for the City of Mauldin, SC; a Classification and Compensation Study for Richland County, SC; a Classification/Pay Plan Structure and Compensation Study for the Louisville Regional Airport Authority, KY; a Classification and Compensation Study for the City of South Fulton, GA; a Classification and Compensation Study for City of Atlanta, GA; a Classification and Compensation Study for the City of Thomasville, GA; a Compensation Study for Highlands County Clerk of the Circuit Court and Comptroller, FL; a Classification and Compensation Study for the Town of Ft Myers Beach, FL; a Compensation Study for Manatee County, FL; a Compensation and Classification Study for Jefferson County, FL; a Compensation Study for Sarasota County, FL; a Compensation and Classification Study for the City of Clearwater, FL; a Classification Study for the City of Orlando, FL; a Compensation Study for the City of Doral, FL; a Compensation Study for South Walton Fire District, FL; a Classification and Compensation Study for the Broward County Sheriff's Office, FL; a Classification and Compensation Study and Analysis for Taylor County, TX; a Classification and Compensation Study and Analysis for Matagorda County, TX; a Comprehensive Classification, Compensation, and Staffing Analysis Study for the City of Odessa, TX; a Compensation and Classification Study for the City of Denton, TX; a Compensation Study for City of Pearland, TX; Compensation Consultant Services for Dallas Area Rapid Transit, TX; a Classification and Compensation Study for the City of Albuquerque, NM; a Classification and Compensation Study/ Gender Pay Equity Analysis for the City of Santa Fe, NM; a Compensation Study for Mountain Line, AZ; an Employee Engagement



**Project
Consultant
Ms. Brenda
Whurr, PHR,
SHRM-CP**

Survey for the Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA); a Salary Study and Analysis for the Arizona Supreme Court; a Classification and Compensation Study for the City of Yucaipa, CA; a Classification, Compensation, and Consultant Services for the City of Hemet, CA; a Classification and Compensation Study for the City of Fresno, CA; a Comprehensive Classification and Compensation Study for the Camarillo, CA; a Classification and Compensation Study for the Pleasant Valley Recreation and Park District, CA; a Compensation and Benefits Study for the Long Beach Management Association, CA; a Compensation Review for Mariposa County, CA; a Classification and Compensation Study for Inyo County, CA ; a Professional Technical and Expert Services for the City of Portland, OR; a Classification and Compensation Study for the Nisqually Indian Tribe, WA; and a Classification and Compensation Study for the North Dakota Court System, ND;.

Mr. Fuchs earned his Juris Master from Florida State University, College of Law and Bachelor of Arts in Business Administration specializing in Management from Saint Leo University. He is currently working on a Master's in Public Administration focusing on Local Government Management.

Ms. Brenda Whurr, PHR, SHRM-CP, is a Consultant with Evergreen who has more than 15 years of human resource management experience. As a former HR Director in both Florida and North Carolina, she led an HR team with onboarding, payroll processing and day-to-day employee issues; administered leave and workers' compensation; worked with leadership on recruiting strategies and employee relations issues; coordinated open enrollment and other benefits programs; implemented policies and procedures to assist in the transformation of a small company approach to a larger, multi-location company; transitioned the HR Department into a paperless document storage system; developed and implemented a recruiting program; and led initiatives for a Wellness Program and Family Fun Day to increase employee engagement.

A sample of some of the public sector projects that Ms. Whurr has been involved with include; a Classification and Compensation Study for the City of Moline, IL; a Compensation and Classification Study for the City of Minneapolis Department of Public Works, MN; a Total Compensation Study for Genesee County, MI; a Compensation Study for the City of White House, TN; a Compensation Study for the City of Morristown, TN; a Job Classification and Compensation Study for the Town of Wethersfield, CT; a Classification and Total Compensation Review for the City of Manchester, NH; a Compensation Study for the City of Portsmouth, NH; a Classification and Compensation Study for Culpeper County, VA; a Classification and Compensation Study for Ashe County, NC; a Classification and Compensation Study for the Town of Huntersville, NC; a Classification and Compensation Study for the City of Burlington, NC; an Employee Compensation and Classification Study for the City of Greenwood, SC; a Classification and Compensation Study for the City of Southport, NC; a Classification and Compensation Study for Onslow County, NC; Classification and Compensation Study Services for Dillon County, SC; a Compensation and Classification Study for Greenwood County, SC; a Compensation Study for the North Charleston Sewer District, SC; a Classification and Compensation Study for Dillon County, SC; a Wage and Compensation Study for Folly Beach, SC; a Classification and Compensation Study and Analysis for Darlington County, SC; a Compensation Study for the City of Orangeburg, Department of Public Utilities, SC; a Classification Study for



Cherokee County, GA; a Compensation Study for Spalding County, GA; a Classification and Compensation Study for the City of Atlanta, GA; a Classification and Compensation Study for the City of Jackson, GA; a Compensation Study for the City of Duluth, GA; a Compensation Study for Cherokee County, GA; a Classification and Compensation Study for the City of Johns Creek, GA; a Classification and Compensation Study for the City of Jackson, GA; a Classification and Compensation Study for the City of Hampton, GA; a Compensation Study for Cobb County-Marietta Water Authority, GA; a Classification and Compensation Study and Analysis for Clayton County Water Authority, GA; a Compensation Study for Douglasville-Douglas County Water and Sewer Authority, GA; a Classification and Compensation Study for the City of Vienna, GA; a Classification and Compensation Study for the City of Madison, AL; a Compensation and Benefits Study for the City of Mobile, AL; a Classification and Compensation Study for Riviera Utilities, AL; a Compensation Study for the City of Holmes Beach, FL; a Classification and Compensation Study for the Indian River County Property Appraiser's Office, FL; a Classification and Pay Plan Study for the Peace River Manasota Regional Water Supply Authority, FL; a Pay Plan, Classification and Compensation Study for the Okaloosa Gas District, FL; a Classification and Compensation Study for the City of Wildwood, FL; a Classification and Compensation Study for the City of South Miami, FL; a Classification and Compensation Study for the City of Palm Beach Gardens, FL; a Staffing Study for the City of Naples, FL; a Compensation Study for the City of Okeechobee, FL; an Employee Classification and Compensation Survey for the Okeechobee Utility Authority, FL; a Comprehensive Compensation Study for Keys Energy Services, FL; Classification and Compensation Study for the City of Boynton Beach, FL; a Compensation Study for the City of Naples, FL; a Classification and Compensation Study for DeSoto County, FL; a Comprehensive Classification and Compensation Study for Citrus County, FL; a Compensation Study for the City of New Port Richey, FL; a Classification and Pay Plan Study for the City of Panama City Beach, FL; a Classification and Compensation Study for the City of Oldsmar, FL; a Classification and Compensation Study for the City of Kissimmee, FL; a Compensation Study for the City of Aransas Pass, TX; a Classification and Compensation Study for the City of Del Rio, TX; a Classification and Compensation Study for Blanco County, TX; a Classification and Compensation Study for the Town of Addison, TX; and a Compensation/Benefits/Pay-Practices and Classification Study and Analysis for Upper Trinity Water District, TX.

Ms. Whurr has a Bachelor's of Science in Management Information Systems and possesses a Professional Human Resources certification (PHR) as well as a certification as a professional with SHRM.

**Project
Consultant
Mr. Daniel Tejada**

Mr. Daniel Tejada is an Analyst with Evergreen. He has spent a significant amount of time working with Evergreen on analyzing client data and returning accurate and thorough recommendations.

Mr. Tejada's role spans the project life cycle, producing robust analyses and reporting for each project phase. His primary responsibilities include: Collecting human resources data, reviewing and analyzing market research, and returning results to better improve client recommendations. A sample of some of public sector projects that Mr. Tejada has been involved with include: a Classification and Compensation Study for the City of Moline, IL; a Compensation and Classification Study for the City of Minneapolis



Department of Public Works, MN; a Total Compensation Study for Genesee County, MI; a Job Classification and Compensation Study for the Town of Wethersfield, CT; a Compensation and Classification Study for the City of Manchester, NH; a Compensation Study for the City of Portsmouth, NH; a Compensation Study for the City of White House, TN; a Compensation Study for the City of Morristown, TN; a Classification and Compensation Study for the Town of Huntersville, NC; a Classification and Compensation Study for Ashe County, NC; a Classification and Compensation Study for the City of Southport, NC; a Classification and Compensation Study for Onslow County, NC; a Classification and Compensation Study for the City of Burlington, NC; Classification and Compensation Study Services for Dillon County, SC; a Classification and Compensation Study for Dillon County, SC; a Wage and Compensation Study for Folly Beach, SC an Employee Compensation and Classification Study for the City of Greenwood, SC; a Compensation and Classification Study for Greenwood County, SC; a Compensation and Classification study for Darlington County, SC; a Classification and Compensation Study for the City of Hampton, GA; a Classification Study for Cherokee County, GA; a Compensation Study for Spalding County, GA; a Compensation and Classification Study for City of Atlanta, GA; a Classification and Compensation Study for Riviera Utilities, AL; a Classification and Compensation Study for the City of Madison, AL; a Compensation Study for the City of Holmes Beach, FL; a Comprehensive Compensation Study for Keys Energy Services, FL; a Classification and Compensation Study for the Indian River County Property Appraiser's Office, FL; an Employee Classification and Compensation Survey for the Okeechobee Utility Authority, FL; a Compensation Study for the City of New Port Richey, FL; a Classification and Pay Plan Study for the Peace River Manasota Regional Water Supply Authority, FL; a Staffing Study for the City of Naples, FL; a Compensation Study for the City of Palmetto, FL; a Compensation Study for the City of Naples, FL; a Classification study for Panama City Beach, FL; a Compensation Study for the City of Okeechobee, FL; a Classification and Compensation Study for the City of Palm Beach Gardens, FL; a Compensation and Classification Study for Citrus County, FL; a Classification and Compensation Study for the City of Wildwood, FL; a Classification and Compensation Study for the City of South Miami, FL; a Classification and Compensation Study for the City of Boynton Beach, FL; a Compensation and Classification Study for the South West Florida Water Management District, FL; a Compensation Study for the Town of Oakland, FL; a Classification and Compensation Study for the City of Del Rio, TX; a Compensation/Benefits/Pay-Practices and Classification Study and Analysis for Upper Trinity Water District, TX; and a Classification and Compensation Study for Amarillo College, TX.

Mr. Tejada holds a Bachelor's degree in Psychology and a Bachelor's Degree in Criminology from Florida State University.



Note: A team of experienced analytical and clerical support staff will contribute to this study, as needed.



Section 2.0

Statement of Methods and Procedures



2.0 *Statement of Methods and Procedures*

In this section, we provide our approach and methodology for conducting the Wage and Compensation Study for the City of Pekin; and a detailed work plan— identifying the tasks, activities, and milestones necessary to accomplish the deliverables in the scope of work of the Request for Proposal.

2.1 Approach and Methodology

Evergreen Solutions is uniquely qualified to conduct a Wage and Compensation Study for the City of Pekin as our team includes recognized experts in local government human resources management and understands that there is not a “one size fits all” solution to compensation management. Our approach is built on working collaboratively with all parties to make sound, implementation-focused recommendations. Specifically, we have developed a methodology that:

- focuses on market competitiveness;
- is based on the organization’s compensation philosophy;
- recognizes that compensation is comprised of more than just base pay levels;
- reflects changes in recent compensation strategies;
- designs custom solutions that take into account the diversity of needs present in the organization and allows you to select the components and options that best meet your overall needs; and
- produces a structure that improves the organization’s ability to recruit, reward, motivate, and retain talent in a competitive environment that includes both public and private sector employers.

We will work closely with the City’s designated Project Manager, and the Human Resources Department throughout the process to ensure constant communication of issues, concerns, and potential outcomes. We work closely with your staff to gain a solid understanding of your current operational realities, challenges, and desired outcomes. Moreover, Evergreen will work with you to balance your need to meet your performance goals while carefully managing your resources.

Compensation management has undergone significant transformation in the private sector and over time public sector organizations have mirrored these changes. While compensation once centered on the separate administration of base pay and core benefits, a shift has occurred that has transformed compensation management.

Progressive organizations now recognize that to effectively recruit, reward, motivate, and retain employees, compensation management requires strategic thinking and planning. Compensation management must support



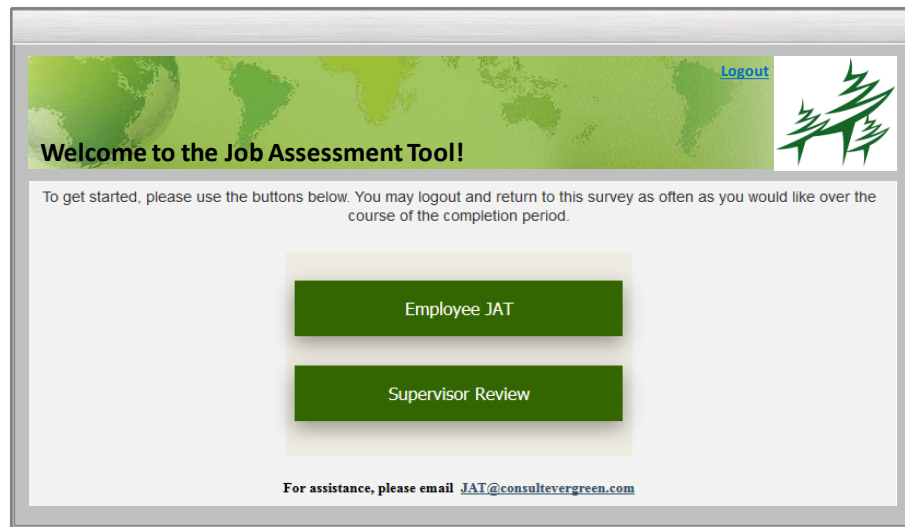
	an organization's overall strategic direction. To accomplish this, effective organizations design a compensation philosophy that details where an organization wants to be in relation to the market in key areas. These key areas include cash compensation, benefits, and work/life balance. Compensation is thus a reflection of the organization's philosophy. Evergreen realizes that we will need to tailor our approach to fit the operating, fiscal, and competitive needs of the organization. Recommendations must always reflect competitive needs while supporting the organization's overall mission. Listed below is an overview of the typically recommended approach that Evergreen takes when conducting a study of this nature.
Kick Off Meeting	Evergreen begins each engagement by meeting with our client's leadership team. Frequently, this initial meeting will accomplish several goals, including: • finalizing the project work plan; • identifying milestone and deliverable dates; • gaining insight into the management structure and approach; • collecting classification, compensation, and benefits data; • identifying additional data needs; and • developing preliminary schedules for subsequent tasks. At this time, we will also request a copy of the employee database that reflects current classification and compensation data.
Communication Plan	Communication is a critical component of conducting any Wage and Compensation Study. Communicating with employees directly and early in the process builds support for the process and the accompanying outcomes. As part of our communication plan, we meet first with key project staff to fully understand the nature and scope of the project. The results of these meetings are then communicated to employees during the project outreach through employee orientation sessions, focus groups, and interviews. Regular updates are provided to the client's Project Manager and can be posted on the client's intranet site, if available and desired. Additionally, the communication plan for the distribution of the end product, particularly how the results will be distributed to employees, is also critical.
Employee Orientation and Focus Groups	Based on client feedback and a review of best practices, we have designed an orientation curriculum that provides employees insight into the process as well as provides a forum for answering questions and soliciting participation. Following the orientation sessions, we begin the focus group process. Focus groups are used to gain detailed insight into employee perceptions, concerns, and issues. The protocol for the sessions is provided to your project team in advance and refined to meet your needs. We have found that employee orientation sessions and focus groups are critical venues for building employee participation and buy-in. Since they take place at the outset of the project, they are a critical introduction to the



	project and the question-and-answer formats allow employees to become engaged in the process. During these sessions, Evergreen’s consultants can also help to manage expectations since some employees may have unrealistic expectations based on anecdotal information.
Department Head Interviews	Evergreen staff conduct one-on-one interviews with department heads (in addition to any other employees the client determines is necessary) to identify challenges for consideration. These interviews will allow our staff to add details to our understanding of the organization and its needs. They also allow our consultants the opportunity to better understand the organizational structure of each department as well as the unique recruiting and retention issues that may be present in each department. Frequently, department directors and senior management serve as invaluable resources in explaining how internal equity relationships have evolved over time and explaining the nuances between the differences in jobs.
Job Assessment Tool and Management Issue Tool	Another important activity undertaken at this time is the distribution of Evergreen’s Job Assessment Tool© (JAT). These questionnaires are central components of the job evaluation process. The JAT asks a series of questions regarding an employee’s job that captures the nature of the job and how it interacts with work within the organization. The JAT contains questions that ask about each of the following areas: • scope of duties; • complexity of work; • supervision received and exercised; • physical requirements; • financial responsibilities; • analytical/mental requirements; • knowledge and skills required for the job; and • level of responsibility/reporting relationships. Evergreen will contact the client’s Project Manager should there be a need to clarify question responses or issues with information collected from the JAT. Due to budgetary constraints faced by many of our clients, we have designed the JAT as a web-based tool so that data can be collected electronically. If requested, we can also provide a paper-based version of the tool. Exhibit 2-1 below depicts a screenshot of the JAT home screen showing the levels of access for a Supervisor. Supervisors have access to their own surveys in addition to the ability to review and approve the surveys of their direct reports. The supervisor review process ensures validation of the JAT data collected from employees and prevents comments made by employees from being taken out of context.



Exhibit 2-1 Supervisor's JAT Home Screen



Source: Evergreen Solutions, 2023

Exhibit 2-2 illustrates how Evergreen uses the JAT to collect functional details of employee's jobs. Seeking to understand how employees summarize their responsibilities in their own words allows our analysis to expand beyond what may be conveyed in a traditional job description. An informal survey of municipal employees revealed that 90 percent felt that the job descriptions held on file with their employers were inaccurate or incomplete representations of their duties. Understanding this, Evergreen designed the JAT to fill in those gaps to ensure that the entirety of an employee's job is analyzed within the context of the study.



Exhibit 2-2

Job Description and Responsibilities

The screenshot shows a web-based form titled "Basic Job-Related Information". At the top right, there is a "Logout" link and a green tree logo. The form is divided into several sections:

- Job Introduction:** A text area for a brief overview of the job, with a character count of 2000.
- Type of Work:** A section where the user selects the level that best describes the type of work they perform. It includes five radio button options:
 - ☐ Clerical/Manual - Perform a variety of office and administrative support duties OR unskilled, labor-intensive tasks.
 - ☐ Laborer/Trade-Based Occupations - Performs work necessitating repetitive operations with their hands, physical skill and energy.
 - ☐ Technical/Paraprofessional - Performs tasks requiring a solid understanding of basic algebra and statistics OR use of heavy equipment.
 - ☐ Administrator - Performs tasks directly related to the management or general business operations. Exercises discretion and judgment with matters of significance.
 - ☐ Managerial/Professional - Performs tasks requiring advanced knowledge, which is predominantly intellectual in nature, OR tasks related to the control or administration of part of the organization.
 - ☐ Executive/Advanced Professional - Performs tasks related to managing the organization, or managing a department OR perform work requiring highly advanced knowledge.
- Education and Experience:** Two dropdown menus for "Education" and "Experience", both currently set to "-Select One-".
- Licenses and Certifications:** A section for listing any licenses, certifications, or professional designations. It includes a "Required" checkbox and a text area with a character count of 255.

A green "SAVE" button is located at the bottom right of the form.

Source: Evergreen Solutions, 2023

Exhibit 2-3 shows a similar page in which employees are asked to list the Essential Functions of their job. These are the tasks and activities that define the classification and make it unique. Gathering information such as this allows Evergreen to assess the validity of the present classification structure and identify classifications or individuals within classifications that need to be restructured or reclassified.



Exhibit 2-3 Job Functions

Logout

Essential Job Functions

On the lines provided, please include all essential job functions you perform. For every function you list, estimate the total percent of your time spent on each function on an annual basis and check off which tasks are a priority. A priority task is one that is core to your position.

Task	Percent	Priority
Task 1		☐
Task 2		☐
Task 3		☐
Task 4		☐
Task 5		☐
Task 6		☐
Task 7		☐
Task 8		☐
Task 9		☐
Task 10		☐

Source: Evergreen Solutions, 2023

Preliminary Assessment

In addition to the JAT, Evergreen will also distribute our Management Issues Tool (MIT). The MIT is distributed to supervisors and managers and is used to collect specific information from supervisors and managers related to such issues as recruitment and retention problems, classification issues, pay equity issues, problems with titles, and other related issues. Each MIT will be logged and a specific response will be provided. The MIT process is designed to allow supervisors and managers to give direct input into the process and they serve as “red flags” to Evergreen staff during the analysis portion of the project.

As a starting point for analysis, Evergreen’s project consultants review the client’s database in comparison to the pay plan and information collected from the JATs to produce a preliminary assessment. The preliminary assessment summarizes the strengths and weaknesses of your human resource management system. The compensation analysis focuses on the number of pay grades, range widths, percentage differences between grades, step plans versus open range plans, and the expected time to reach full job competency. The overall analysis focuses on structure, movement, and equity (internal) as well as specific concerns such as turnover, longevity,



	compression, and range anomalies. The issues we identify in the assessment become core considerations in creating the potential solutions later in the process.
Job Evaluation	The next step in the process is to review responses to the JATs and identify any possible misclassifications. Once the review of the JATs has been completed, Evergreen's consultants will evaluate all jobs on each of the compensatory factors, score each position, and determine if there is any need for further investigation of specific positions. If serious discrepancies exist, Evergreen's consultants will work directly with the Client Project Manager to resolve any issues. Once work has been properly classified, changes in the current classification system rankings can be recommended. Our goal is to produce a classification system that reflects the internal equity relationships suggested by the JAT scoring conducted earlier.
Compensation	Our approach to compensation analysis is based on the belief that compensation should be organization-specific, fair, equitable, and directly tied to strategic goals. To ensure that all these criteria are met, we will conduct an extensive analysis on the relevant labor market, the internal structure and inter-relatedness of jobs within the organization, and the relative worth of jobs within the organization vis-à-vis the compensation philosophy. The most traditional component of a total compensation program is base pay (fixed pay). However, inclusion of benefits in total compensation strategy is not a new concept. Provision of benefits was originally a recruitment tool, though over time the provision of core benefits has become an expectation. Research shows that public sector organizations commonly use superior benefits packages as a way to offset structural disadvantages in base pay. The purpose of the survey is to collect information for comparison to current offerings, and making recommendations for change consistent with the parameters of the organization's compensation philosophy.
Market and Benefits Survey	A key component of assessing compensation is to consider market position, which is sometimes referred to as external equity or competitiveness. Evergreen's consultants wait until well into the classification analysis to design the market survey to ensure that jobs are understood, anomalies in classification characteristics are documented, and sufficient input has been received. The market survey will obtain standard range information related to minimum, midpoint, and maximum salaries. Data collection will focus on the public sector, but will include information from the private sector where applicable. Further, we will look to include any employers to whom the organization has recently lost employees. In addition, a benefits survey will also be administered in tandem with the market survey. Special consideration can be given to select highly competitive, market-driven positions if necessary.



Benchmarks	One of the most important components of the external assessment is in the selection and utilization of benchmark positions for the labor market survey. We will work with the client to identify the appropriate number of benchmark positions to best suit the client's needs in the labor market survey. Based on our experience, we have found that it is simply not practical to survey all positions within the organization—the resulting surveys become too cumbersome for labor market peers to complete, and the response rate on the whole suffers. We ensure, through multiple checks and balances, that the benchmark positions chosen will represent a broad spectrum of positions across the organization, from all job families, pay levels, and functional areas.
Targets	To conduct an external labor market assessment, we work with the client to identify the most appropriate targets to survey. Evergreen selects peer organizations based on the local labor competition, regional markets, and class-specific markets. Peer organizations should be those organizations that compete with the client for labor in at least one job family. An appropriate mix of peers in the public and private sectors will be included in the survey, and if necessary, augmented with published secondary data sources. Typically, Evergreen waits until the outreach process has been completed to identify the complete list of market peers. This is because we often will uncover specific information during the focus group and interview sessions that identifies potentially critical survey targets. Ideally, we would like to work with the client after the outreach has been concluded to identify the final list of potential market peers. An important factor of our methodology is that the client has the final approval of all aspects of the study. We will not proceed with the analysis unless the client is completely comfortable with the survey targets chosen. Often, there are different factors impacting an organization, such as proximity to a major metropolitan area, technology corridor, or specific market (i.e., military base), that have a direct effect on its ability to recruit and retain employees in specific positions. These factors have to be taken into account when selecting survey targets. Once the targets are selected and approved, the survey instrument is developed and sent to the client for final approval. Subsequent to client approval, the survey is then distributed to the targets in both paper and electronic formats. Evergreen uses a four-fold method of communicating with respondents. Our staff notifies the target group that the survey is being sent or made available, confirms receipt, and encourages participation. Once the data are received, they are cleaned, validated, and summarized. A separate report is issued that shows the results of the salary survey.
Unifying the Solution	After determining the appropriate division of work and market position, the compensation structure can be created. There is not a single, perfect solution for every client partner. The nuances and unique characteristics of each client necessitate a customized solution to best meet the organization's needs.



**Compensation
Administration
Guidelines**

The Evergreen Team has considerable experience in developing multiple solutions and working with client partners to determine the one that best meets their needs. Our analytical team uses a variety of tools to produce various potential solutions: regression analysis, market thresholds, and other human resource models. Several major options are presented to the client's team before the implementation plan is created.

It is at this stage in the process that we typically meet with the client to identify the direction of the final solution. We will present to the client a draft report for review and comment. We typically ask the client to examine the draft solution objectively and provide insights and recommendations on the direction of the report. When this process is completed, Evergreen's consultants will proceed with the final solution. The solution also contains information regarding fiscal impact and implementation.

In order for clients to maintain the recommended compensation system, Evergreen develops compensation administration guidelines for use by the client after completion of the study. The guidelines will include recommendations on installation and continuing administration of the system. The team first conducts a review of current practices and procedures then assesses their effectiveness, compliance with legal guidelines, and applicability to the recommended system.

Once this review and assessment are complete, revisions to the current practices and/or new guidelines can be recommended, as needed. At a minimum, the recommendations will address areas such as:

- how employees will move through the pay structure/system as a result of transfers, promotions, or demotions;
- how to pay employees whose base pay has reached the maximum of their pay range or value of their position;
- the proper mix of pay and benefits;
- how often to adjust pay scales and survey the market;
- timing of implementation; and
- how to keep the system fair and competitive over time.

**System
Maintenance**

Our goal is to produce recommendations that are effective and that can be maintained by our clients. We are strongly committed to providing transparent and replicable solutions. In essence, when we complete our core assignment, our goal is that our client's staff can maintain and update the system on their own. We are readily available to provide assistance, but our goal is to give our clients all the tools and training that are needed. Towards this end we will provide the Human Resources Department with all necessary tools and training to maintain the system over time.

Based on client needs and industry best practices, Evergreen has developed a compensation and classification maintenance tool to assist our clients with implementing, managing, and updating the solutions: **JobForce Manager**. This tool allows our clients to estimate future pay plan changes, update market information, make determinations on reclassifications, and create new jobs. By automating these tasks, **JobForce Manager** allows our



clients to not only streamline, but also increase the fairness and transparency of regular compensation and classifications tasks after solution implementation.

Exhibit 2-4 displays the interface from *JobForce Manager* for determining a positions pay grade; additional features include a job scoring tabulation sheet, market survey results database and summary report, pay plan report, and employee salary calculators for modeling fiscal impacts of compensation changes at the employee level. All data and reports are downloadable and printable, so they can be provided to key decision makers.

Exhibit 2-4
JobForce Manager Tool

Pay Plans	Scoring/Slotting	Compensation	Market	Account					
 Download Data  Grid Edit									
CURRENT TITLE ▲	PAY PLAN	JAT SCORE	REGRESSION MIDPOINT	MARKET MIDPOINT	POSITION MIDPOINT (SELECT)	GRADE	MINIMUM	MIDPOINT	MAXIMUM
Accounting Specialist II	ESP	212.5	\$30,100.27	\$31,220.80	\$31,508.69	105	\$22,702.21	\$31,508.69	\$40,315.17 
Accounting Specialist III	ESP	281.3	\$39,058.27	\$34,379.43	\$40,213.96	110	\$28,974.42	\$40,213.96	\$51,453.51 
Accounting Specialist IV	ESP	306.3	\$42,315.73	\$40,166.80	\$44,335.90	112	\$31,944.29	\$44,335.90	\$56,727.50 
Accounting Supervisor	ESP	500.0	\$67,561.02	\$69,350.91	\$68,779.53	121	\$49,556.08	\$68,779.53	\$88,002.97 
Acquisition Specialist	ESP	306.3	\$42,315.73	\$41,595.60	\$44,335.90	112	\$31,944.29	\$44,335.90	\$56,727.50 
Administrative Aide	ESP	312.5	\$43,130.09	\$36,624.74	\$44,335.90	112	\$31,944.29	\$44,335.90	\$56,727.50 
Administrative Recording Secretary	Professional	381.3	\$52,088.10	\$40,994.30	\$58,245.16	212	\$46,596.13	\$58,245.16	\$69,894.19 
Administrative School Secretary I	ESP	206.3	\$29,285.91	\$31,619.17	\$33,084.13	106	\$23,837.32	\$33,084.13	\$42,330.93 
Administrative School Secretary II	ESP	231.3	\$32,543.36	\$35,996.59	\$34,738.33	107	\$25,029.19	\$34,738.33	\$44,447.48 
Administrative School Secretary III	ESP	256.3	\$35,800.82	\$37,701.80	\$38,299.01	109	\$27,594.68	\$38,299.01	\$49,003.35 
Administrative Secretary I	ESP	231.3	\$32,543.36	\$32,190.02	\$33,084.13	106	\$23,837.32	\$33,084.13	\$42,330.93 
Administrative Secretary I	ESP	206.3	\$29,285.91	\$32,190.02	\$33,084.13	106	\$23,837.32	\$33,084.13	\$42,330.93 
Administrative Secretary II	ESP	231.3	\$32,543.36	\$33,919.04	\$34,738.33	107	\$25,029.19	\$34,738.33	\$44,447.48 
Administrative Secretary II	ESP	231.3	\$32,543.36	\$33,919.04	\$34,738.33	107	\$25,029.19	\$34,738.33	\$44,447.48 
Administrative Secretary III	ESP	256.3	\$35,800.82	\$35,971.01	\$38,299.01	109	\$27,594.68	\$38,299.01	\$49,003.35 
Administrative Specialist	Professional	231.3	\$32,543.36	\$43,762.63	\$39,422.62	204	\$31,538.09	\$39,422.62	\$47,307.14 
Administrative Specialist-School Food Services	Professional	275.0	\$38,243.91	\$42,861.08	\$45,636.61	207	\$36,509.29	\$45,636.61	\$54,763.93 

Source: Evergreen Solutions, 2023



2.2 Detailed Work Plan

The detailed work plan that Evergreen proposes to use to conduct the Wage and Compensation for the City of Pekin is provided in this section. Evergreen understands that the City has approximately 340 total employees, 208 full-time and 132 part-time, in 80 unique positions that will be included in the study.

Our work plan consists of the following 11 work tasks:

- Task 1: Project Initiation
- Task 2: Evaluate the Current System
- Task 3: Collect and Review Current Environment Data
- Task 4: Evaluate and Build Projected Classification Plan and Make FLSA Determinations
- Task 5: Identify List of Market Survey Benchmarks and Approved List of Targets
- Task 6: Conduct Market Salary and Benefits Survey and Provide External Assessment Summary
- Task 7: Develop Strategic Positioning Recommendations
- Task 8: Conduct Solution Analysis
- Task 9: Develop and Submit Draft and Final Reports
- Task 10: Develop Recommendations for Compensation Administration
- Task 11: Provide Updated Class Descriptions

Task 1.0 Project Initiation

TASK GOALS

- Finalize the project plan with the City.
- Gather all pertinent data.
- Finalize any remaining contractual negotiations.
- Establish an agreeable final timeline for all project milestones and deliverables.

TASK ACTIVITIES

- 1.1 Discuss with the City's Project Manager (CPM), and any other key personnel the following objectives:
- the classification and pay plan study process;
 - understand mission and current compensation philosophy;
 - review our proposed methodology, approach, and project work plan to identify any necessary revisions;
 - reach agreement on a schedule for the project including all assignments and project milestones/deliverables; and
 - establish an agreeable communication schedule.



**Task 2.0
Evaluate the
Current System**

- 1.2 Identify potential challenges and opportunities for the study. Discuss the strategic direction of the City and some of the short- and long-term priorities. This activity serves as the basis for assessing where the City is going and what type of pay plan will reinforce current and future goals.
- 1.3 Obtain relevant materials from the City, including:
 - any previous projects, research, evaluations, or other studies that may be relevant to this project;
 - organizational charts for the departments and divisions, along with related responsibility descriptions;
 - current position and classification descriptions, salary schedule(s), benefits plans, and classification system; and
 - personnel policies and procedures, including step placement policies.
- 1.4 Review and edit the project work plan and submit a timeline for the completion of each project task.
- 1.5 Provide frequent updates to the CPM throughout the study.

KEY PROJECT MILESTONES

- Comprehensive project management plan
- Comprehensive database of City staff

TASK GOAL

- Conduct a comprehensive preliminary evaluation of the existing compensation plan(s) for the City.

TASK ACTIVITIES

- 2.1 Obtain the existing pay structure and compensation philosophy (if any). Review the existing pay structure and look for potential problems and issues to be resolved.
- 2.2 Determine the strengths and weaknesses of the current pay plan(s) for the City. Address any pay compression issues that may exist and discuss possible solutions.
- 2.3 Complete an assessment of current conditions that details the pros and cons of the current system, taking into consideration compensation and benefits, as well as highlights areas for potential improvement in the final adopted solution.



**Task 3.0
Collect and Review
Current
Environment Data**

KEY PROJECT MILESTONES

- Review of existing compensation plan(s)
- Pay compression issues and solutions
- Assessment of current conditions

TASK GOALS

- Conduct statistical and anecdotal research into the current environment within the City.
- Guide subsequent analytical tasks.

TASK ACTIVITIES

- 3.1 Schedule and conduct employee orientation sessions to describe the scope of work and methodology.
- 3.2 Interview department heads to obtain relevant information and statistical/anecdotal data on specific compensation issues and policies. Obtain insight into perceived current compensation system strengths and weaknesses.
- 3.3 Hold focus groups with a sample of employees to obtain additional relevant information and statistical/anecdotal data on specific compensation issues and policies.
- 3.4 Work with the CPM and Human Resources staff to administer the JATs and MITs. Our staff utilizes a web-based tool for data collection, but we can provide paper copies as well as those for classifications without computers or Internet access. We will seek approval from the CPM before distribution of the JAT/MIT questionnaire.
- 3.5 Review any data provided by the City that may provide additional relevant insight.

KEY PROJECT MILESTONES

- Department head interviews
- Employee focus groups and orientation sessions
- JAT/MIT distribution



Task 4.0
Evaluate and Build
Projected
Classification Plan
and Make FLSA
Determinations

TASK GOALS

- Identify the classification of existing positions utilizing the approved method for job evaluation.
- Characterize internal equity relationships within the City.

TASK ACTIVITIES

- 4.1 Ensure that all draft class specifications are provided to Evergreen by the CPM.
- 4.2 Review the work performed by each classification and score based on job evaluation. Include an evaluation of supervisory comments.
- 4.3 Review job evaluation scores and identify the classification of positions.
- 4.4 Schedule and conduct additional follow-up with employees for jobs where uncertainty exists over data obtained from job evaluation.
- 4.5 Develop preliminary recommendations for the classification structure and discuss with the CPM. The classification system designed at this point would be based solely on internal equity relationships and would be guided by the job evaluation scores for each classification. Essentially, a structure of classifications would be established, and classifications with similar scoring would be grouped and spacing between jobs would be determined.
- 4.6 Develop recommendations of FLSA (exemption) status based on results of the job evaluation (JAT) review and federal requirements.
- 4.7 Review recommendations with the CPM.
- 4.8 Identify promotional opportunities for each classification.

KEY PROJECT MILESTONES

- Job evaluation scores by class
- Recommended classification changes
- Recommended FLSA status
- Preliminary job structure based on internal equity



Task 5.0
Identify List of
Market Survey
Benchmarks and
Approved List of
Targets

TASK GOALS

- Reach an appropriate number and identify the proper benchmark positions for the external labor market assessment of salary and benefits.
- Identify and develop a comprehensive list of targets for conducting a successful external labor market assessment of salary and benefits.

TASK ACTIVITIES

- 5.1 Identify, from the initial review, a list of classifications (benchmarks) to include in the labor market survey. **Note:** Evergreen will work with the CPM to identify all of the City's 80 classifications that will be used as benchmarks for the salary and benefits survey.
- 5.2 Finalize the list of positions with the CPM.
- 5.3 For each employee group review with the CPM peer organizations to use as targets for the salary its and benefits survey. **Note:** Evergreen will work with the CPM to select up to 20 targets for the salary and benefits survey.
- 5.4 Develop a preliminary list of organizations for the external labor market survey of salary and benefits, placing a comparative emphasis on characteristics such as:
 - size of the organization;
 - geographic proximity to the Pekin area;
 - economic and budget characteristics; and
 - other demographic data.
- 5.5 Develop a list of survey targets by employee group. Develop a system for use of secondary data including potential sources and weighting of secondary data, if necessary.
- 5.6 Review survey methodology with the CPM and refine survey methodology prior to distribution of surveys.
- 5.7 After approval of survey methodology, develop contact list of peer organizations and notify peers of impending surveys.

KEY PROJECT MILESTONES

- Final list of benchmark positions for the external labor market assessment salary and benefits survey
- Initial list of survey peers
- Survey methodology
- Final list of survey organizations and contacts



Task 6.0
Conduct Market
Salary and Benefits
Survey and Provide
External
Assessment
Summary

TASK GOALS

- Conduct the external labor market salary survey.
- Conduct a benefits survey.
- Provide a summary of the market salary and benefits survey results to the CPM.

TASK ACTIVITIES

- 6.1 Prepare a customized external labor market salary survey for the CPM approval. Discuss questions and categories for the market survey.
- 6.2 Develop a listing of the current benefits provided by the City for comparisons with peer organizations, and any additional benefits.
- 6.3 Using the list of City provided benefits and major benefits offerings not provided by the City develop a list of benefits to include in the external labor market survey.
- 6.4 Prepare benefits survey to be included with salary survey developed in **Task 6.1**.
- 6.5 Contact the targets for electronic completion of the survey. Provide paper copies by fax, if requested.
- 6.6 Conduct necessary follow-up through e-mails, faxes, and phone calls.
- 6.7 Collect and enter survey results into Evergreen's electronic data analysis tools.
- 6.8 Validate all data submitted.
- 6.9 Develop summary report of external labor market salary and benefits assessment results.
- 6.10 Submit summary report of external labor market salary and benefits assessment results to the CPM.

KEY PROJECT MILESTONES

- Market survey instrument
- Benefits survey instrument
- Summary report of external labor market salary and benefits assessment results



Task 7.0
Develop Strategic
Positioning
Recommendations

TASK GOALS

- Assess the appropriateness of the current compensation philosophy for the City.
- Develop a plan for all employees, providing issue areas and preliminary recommendations for strategic improvement.

TASK ACTIVITIES

- 7.1 Identify the compensation philosophy and accompanying thresholds.
- 7.2 Using the market salary survey data collected in **Task 6.0**, and the classification data reviewed in **Task 4.0**, recommend the appropriate pay plan(s) for the City.
- 7.3 Identify any extreme individual or group compensation issues and provide a recommended corrective action and plan to remedy these situations.
- 7.4 Produce a pay plan for the City that meets its needs from an internal and external equity standpoint.

KEY PROJECT MILESTONES

- Proposed compensation strategic direction, taking into account internal and external equity
- Plan for addressing unique, highly competitive positions

Task 8.0
Conduct Solution
Analysis

TASK GOALS

- Conduct analysis comparing job evaluation values.
- Survey results for the benchmark positions.
- Produce several possible solutions for implementation.

TASK ACTIVITIES

- 8.1 Conduct regression analysis or other appropriate techniques to properly slot each classification into the proposed pay plan for the City.
- 8.2 Place all classifications into pay grades based on **Task Activity 8.1**. Sort alphabetically by job class title, in descending order by range, and by old class title and new class specifications.
- 8.3 Create implementation solutions for consideration that take into account the current position of the City as well as the findings from the classification and compensation analysis. Identify and prepare a range of compensation policy alternatives.



**Task 9.0
Develop and
Submit Draft and
Final Reports**

- 8.4 Discuss with the CPM potential solutions.
- 8.5 Determine the best solution to meet the needs of the City in the short-term and long-term.
- 8.6 Document the accepted solution.

KEY PROJECT MILESTONES

- Initial regression analysis
- Potential solutions
- Documented final solution

TASK GOALS

- Develop and submit a draft and Final Report of the Wage and Compensation Study for the City of Pekin.
- Present the Final Report.

TASK ACTIVITIES

- 9.1 Produce a comprehensive draft report that captures the results of each previous step, including a complete listing of the allocation of job classes to salary range requirements. Provide the CPM with a draft final report for review that will include all costs associated with recommendations as well as implementation strategies.
- 9.2 Make edits and submit necessary copies of the Final Report to the CPM.
- 9.3 Present the Final Report.
- 9.4 Develop a communication plan for sharing study results with employees of the City.
- 9.5 Develop a plan for maintaining recommendations over time.

KEY PROJECT MILESTONES

- Draft and final reports
- Final presentation
- Communication plan
- Implementation and maintenance database



Task 10.0
Develop
Recommendations
for Compensation
Administration

TASK GOALS

- Develop recommendations for continued administration by City staff to sustain the recommended compensation and classification system.
- Conduct training.

TASK ACTIVITIES

- 10.1 Develop recommendations and guidelines for continued administration and maintenance of the classification and compensation system by City staff, including recommendations and guidelines related to:
- how employees will move through the pay structure/system as a result of transfers, promotions, or demotions;
 - how to pay employees whose base pay has reached the maximum of their pay range or value of their position;
 - the proper mix of pay and benefits;
 - how often to adjust pay scales and survey the market;
 - the timing of implementation; and
 - how to keep the system fair and competitive over time.
- 10.2 Develop guidelines to assist City staff with determining the starting pay for new employees based on knowledge and experience above the minimum requirements of the position, how difficult the position is to fill, and market competitiveness.
- 10.3 Recommend recruitment/retention strategies, where appropriate.
- 10.4 Present recommendations to the CPM for review.
- 10.5 Finalize recommendations.
- 10.6 Provide training and instructional tools to Human Resources Department staff to ensure that staff can conduct individual salary audits/adjustments consistent with study methods until the next formal study is conducted using Evergreen's **JobForce Manager** tool that will enable Human Resources staff to estimate future pay plan changes, update market information, make determinations on reclassifications, and create new jobs – allowing for streamlining, and an increase in fairness and transparency of regular compensation and classification tasks after solution implementation.

KEY PROJECT MILESTONES

- Recommendations for compensation administration
- Recommendations for recruitment/retention policies
- Training on Evergreen's **JobForce Manager** tool



Task 11.0
Provide Updated
Class Descriptions

TASK GOALS

- Update existing class descriptions.
- Create new class descriptions only for those classifications recommended by Evergreen as a result of the job evaluation.
- Provide final version of all class descriptions/specifications in electronic format (i.e., MS Word).

TASK ACTIVITIES

- 11.1 Assess current class descriptions for form, content, validity, and ADA, FLSA, EEO compliance, etc.
- 11.2 Discuss any necessary changes to the class description format with the CPM.
- 11.3 Update classification descriptions based on data gathered from the job evaluation process.
- 11.4 Create new class descriptions only for those classifications recommended by Evergreen as a result of the job evaluation process.
- 11.5 Recommend a systematic, regular process for reviewing class descriptions.
- 11.6 Recommend to the CPM a process in which employees may appeal classification and compensation issues.

KEY PROJECT MILESTONES

- Updated class descriptions
- New class descriptions, as needed
- Recommendations for regular review of class descriptions



Section 3.0

Work Schedule



3.0 Work Schedule

Evergreen possesses the ability, staff, skills, and tools to conduct a Wage and Compensation Study for the City of Pekin in approximately four months of the project start date and execution of a contract. Our proposed work schedule is based on a tentative start date of June 3, 2024, and a completion date of September 30, 2024, which is within the recommended work schedule in the RFP.

Our proposed work schedule, as identified in **Exhibit 3-1**, can be modified in any way to best meet the needs of the City

Exhibit 3-1 Proposed Work Schedule

PROJECT TASKS	2024			
	JUN	JUL	AUG	SEPT
1.0: Project Initiation	■			
2.0: Evaluate the Current System	■			
3.0: Collect and Review Current Environment Data	■			
4.0: Evaluate and Build Projected Classification Plan and Make FLSA Determinations	■	■		
5.0: Identify List of Market Survey Benchmarks and Approved List of Targets		■		
6.0: Conduct Market Salary and Benefits Survey and Provide External Assessment Summary		■	■	
7.0: Develop Strategic Positioning Recommendations			■	
8.0: Conduct Solution Analysis				■
9.0: Develop and Submit Draft and Final Reports				■
10.0: Develop Recommendations for Compensation Administration				■
11.0: Provide Revised Class Descriptions				■



Section 4.0

Cost



4.0 Cost

Evergreen Solutions, LLC is pleased to present our proposed cost to conduct a Wage and Compensation Study for the City of Pekin. We are committed to providing the highest quality consulting services to our client partners for a reasonable cost. Our firm is fortunate that our overheads are minimal, and our expenses are reasonable so we can pass those savings on to our clients.

Our total, not-to-exceed, fixed cost to complete all tasks identified in our detailed work plan in **Section 2** of our proposal is **\$45,500**. Our cost is all inclusive, and includes travel costs (meals and lodging), transportation, fringe benefits, indirect costs (overhead), clerical support, and all other out-of-pocket expenses. Our cost includes two onsite visits to the City of Pekin to provide the requested work as most of the work can be performed virtually.

Our preferred invoicing schedule is as follows:

- 25% - upon completion of Tasks 1 – 2
- 25% - upon completion of Tasks 3 – 4
- 25% - upon completion of Tasks 5 – 6
- 15% - upon completion of Tasks 7 – 10
- 10% - upon completion of Task 11

We are willing to negotiate the time, scope, and cost of the basic tasks, or any other options that the City of Pekin wishes to identify.



Section 5.0

References



5.0 References

In this section, we have provided three references that we feel demonstrate our experience as it relates to the services being requested by the City of Pekin. We invite you to contact our client references as to the quality and timeliness of our consulting projects. Additional references are available upon request.

Classification and Compensation Study

City of Moline, Illinois

Contact Information: Leah Miller, Human Resources Director, 619 16th Street, Moline, Illinois 61265, (309) 524-2069, lmiller@moline.il.us



Compensation Study and Analysis

McLean County, Illinois

Contact Information: Amy Baker, Human Resources Coordinator, 115 East Washington Street, Bloomington, Illinois 61702-2400, (309) 888-5110, Amy.Baker@mcleancountyil.gov



Compensation Study

City of White House, Tennessee

Contact Information: Amanda Brewton, Human Resources Director, 105-D College Street, White House, Tennessee 37188, (615) 672-4350, ext 2108, abrewton@whitehousetn.gov



4.0 Cost

Evergreen Solutions, LLC is pleased to present our proposed cost to conduct a Wage and Compensation Study for the City of Pekin. We are committed to providing the highest quality consulting services to our client partners for a reasonable cost. Our firm is fortunate that our overheads are minimal, and our expenses are reasonable so we can pass those savings on to our clients.

Our total, not-to-exceed, fixed cost to complete all tasks identified in our detailed work plan is **\$24,500**. Our cost is all inclusive, and includes travel costs (meals and lodging), transportation, fringe benefits, indirect costs (overhead), clerical support, and all other out-of-pocket expenses. Our cost includes two onsite visits to the City of Pekin to provide the requested work as most of the work can be performed virtually.

Our preferred invoicing schedule is as follows:

- 25% - upon completion of Tasks 1 – 2
- 25% - upon completion of Tasks 3 – 4
- 40% - upon completion of Tasks 5 – 8
- 10% - upon completion of Tasks 9 - 11

We are willing to negotiate the time, scope, and cost of the basic tasks, or any other options that the City of Pekin wishes to identify.



2.0 *Statement of Methods and Procedures*

In this section, we provide our approach and methodology for conducting the Wage and Compensation Study for the City of Pekin; and a detailed work plan— identifying the tasks, activities, and milestones necessary to accomplish the deliverables in the scope of work of the Request for Proposal.

2.1 Approach and Methodology

Evergreen Solutions is uniquely qualified to conduct a Wage and Compensation Study for the City of Pekin as our team includes recognized experts in local government human resources management and understands that there is not a “one size fits all” solution to compensation management. Our approach is built on working collaboratively with all parties to make sound, implementation-focused recommendations. Specifically, we have developed a methodology that:

- focuses on market competitiveness;
- is based on the organization’s compensation philosophy;
- recognizes that compensation is comprised of more than just base pay levels;
- reflects changes in recent compensation strategies;
- designs custom solutions that take into account the diversity of needs present in the organization and allows you to select the components and options that best meet your overall needs; and
- produces a structure that improves the organization’s ability to recruit, reward, motivate, and retain talent in a competitive environment that includes both public and private sector employers.

We will work closely with the City’s designated Project Manager, and the Human Resources Department throughout the process to ensure constant communication of issues, concerns, and potential outcomes. We work closely with your staff to gain a solid understanding of your current operational realities, challenges, and desired outcomes. Moreover, Evergreen will work with you to balance your need to meet your performance goals while carefully managing your resources.

Compensation management has undergone significant transformation in the private sector and over time public sector organizations have mirrored these changes. While compensation once centered on the separate administration of base pay and core benefits, a shift has occurred that has transformed compensation management.

Progressive organizations now recognize that to effectively recruit, reward, motivate, and retain employees, compensation management requires strategic thinking and planning. Compensation management must support



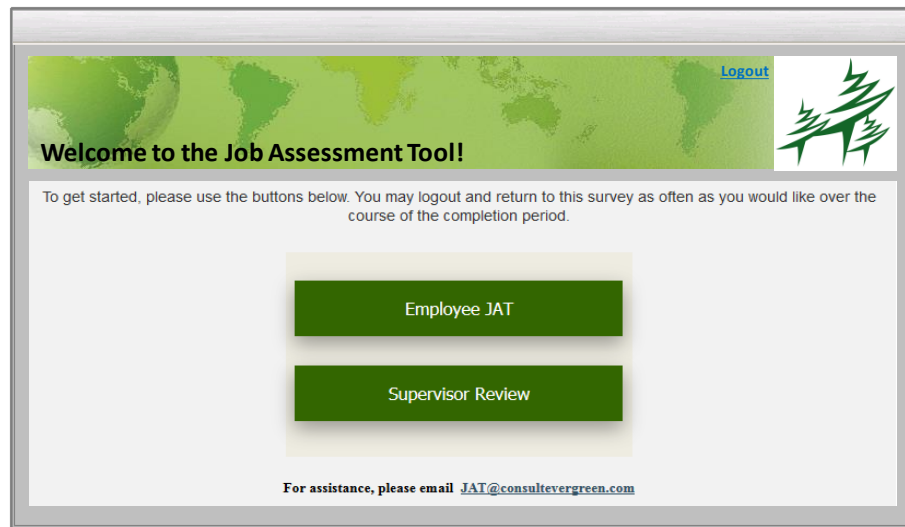
	an organization's overall strategic direction. To accomplish this, effective organizations design a compensation philosophy that details where an organization wants to be in relation to the market in key areas. These key areas include cash compensation, benefits, and work/life balance. Compensation is thus a reflection of the organization's philosophy. Evergreen realizes that we will need to tailor our approach to fit the operating, fiscal, and competitive needs of the organization. Recommendations must always reflect competitive needs while supporting the organization's overall mission. Listed below is an overview of the typically recommended approach that Evergreen takes when conducting a study of this nature.
Kick Off Meeting	Evergreen begins each engagement by meeting with our client's leadership team. Frequently, this initial meeting will accomplish several goals, including: • finalizing the project work plan; • identifying milestone and deliverable dates; • gaining insight into the management structure and approach; • collecting classification and compensation data; • identifying additional data needs; and • developing preliminary schedules for subsequent tasks. At this time, we will also request a copy of the employee database that reflects current classification and compensation data.
Communication Plan	Communication is a critical component of conducting any Wage and Compensation Study. Communicating with employees directly and early in the process builds support for the process and the accompanying outcomes. As part of our communication plan, we meet first with key project staff to fully understand the nature and scope of the project. The results of these meetings are then communicated to employees during the project outreach through employee orientation sessions, focus groups, and interviews. Regular updates are provided to the client's Project Manager and can be posted on the client's intranet site, if available and desired. Additionally, the communication plan for the distribution of the end product, particularly how the results will be distributed to employees, is also critical.
Employee Orientation and Focus Groups	Based on client feedback and a review of best practices, we have designed an orientation curriculum that provides employees insight into the process as well as provides a forum for answering questions and soliciting participation. Following the orientation sessions, we begin the focus group process. Focus groups are used to gain detailed insight into employee perceptions, concerns, and issues. The protocol for the sessions is provided to your project team in advance and refined to meet your needs. We have found that employee orientation sessions and focus groups are critical venues for building employee participation and buy-in. Since they take place at the outset of the project, they are a critical introduction to the



	project and the question-and-answer formats allow employees to become engaged in the process. During these sessions, Evergreen’s consultants can also help to manage expectations since some employees may have unrealistic expectations based on anecdotal information.
Department Head Interviews	Evergreen staff conduct one-on-one interviews with department heads (in addition to any other employees the client determines is necessary) to identify challenges for consideration. These interviews will allow our staff to add details to our understanding of the organization and its needs. They also allow our consultants the opportunity to better understand the organizational structure of each department as well as the unique recruiting and retention issues that may be present in each department. Frequently, department directors and senior management serve as invaluable resources in explaining how internal equity relationships have evolved over time and explaining the nuances between the differences in jobs.
Job Assessment Tool and Management Issue Tool	Another important activity undertaken at this time is the distribution of Evergreen’s Job Assessment Tool® (JAT). These questionnaires are central components of the job evaluation process. The JAT asks a series of questions regarding an employee’s job that captures the nature of the job and how it interacts with work within the organization. The JAT contains questions that ask about each of the following areas: • scope of duties; • complexity of work; • supervision received and exercised; • physical requirements; • financial responsibilities; • analytical/mental requirements; • knowledge and skills required for the job; and • level of responsibility/reporting relationships. Evergreen will contact the client’s Project Manager should there be a need to clarify question responses or issues with information collected from the JAT. Due to budgetary constraints faced by many of our clients, we have designed the JAT as a web-based tool so that data can be collected electronically. If requested, we can also provide a paper-based version of the tool. Exhibit 2-1 below depicts a screenshot of the JAT home screen showing the levels of access for a Supervisor. Supervisors have access to their own surveys in addition to the ability to review and approve the surveys of their direct reports. The supervisor review process ensures validation of the JAT data collected from employees and prevents comments made by employees from being taken out of context.



Exhibit 2-1 Supervisor's JAT Home Screen



Source: Evergreen Solutions, 2023

Exhibit 2-2 illustrates how Evergreen uses the JAT to collect functional details of employee's jobs. Seeking to understand how employees summarize their responsibilities in their own words allows our analysis to expand beyond what may be conveyed in a traditional job description. An informal survey of municipal employees revealed that 90 percent felt that the job descriptions held on file with their employers were inaccurate or incomplete representations of their duties. Understanding this, Evergreen designed the JAT to fill in those gaps to ensure that the entirety of an employee's job is analyzed within the context of the study.



Exhibit 2-2

Job Description and Responsibilities

The screenshot shows a web-based form titled "Basic Job-Related Information". At the top right, there is a "Logout" link and a green logo consisting of stylized trees. The form is divided into several sections:

- Job Introduction:** A text box for a brief overview of the job, with a character count of 2000.
- Type of Work:** A section asking the user to select the level that best describes the type of work they perform. It includes five radio button options:
 - ☐ Clerical/Manual - Perform a variety of office and administrative support duties OR unskilled, labor-intensive tasks.
 - ☐ Laborer/Trade-Based Occupations - Performs work necessitating repetitive operations with their hands, physical skill and energy.
 - ☐ Technical/Paraprofessional - Performs tasks requiring a solid understanding of basic algebra and statistics OR use of heavy equipment.
 - ☐ Administrator - Performs tasks directly related to the management or general business operations. Exercises discretion and judgment with matters of significance.
 - ☐ Managerial/Professional - Performs tasks requiring advanced knowledge, which is predominantly intellectual in nature, OR tasks related to the control or administration of part of the organization.
 - ☐ Executive/Advanced Professional - Performs tasks related to managing the organization, or managing a department OR perform work requiring highly advanced knowledge.
- Education and Experience:** Two dropdown menus labeled "Education" and "Experience", both currently set to "-Select One-".
- Licenses and Certifications:** A section asking the user to list any licenses, certifications, or professional designations. It includes a "Required" checkbox and a text box for the details, with a character count of 255.

A green "SAVE" button is located at the bottom right of the form.

Source: Evergreen Solutions, 2023

Exhibit 2-3 shows a similar page in which employees are asked to list the Essential Functions of their job. These are the tasks and activities that define the classification and make it unique. Gathering information such as this allows Evergreen to assess the validity of the present classification structure and identify classifications or individuals within classifications that need to be restructured or reclassified.



Exhibit 2-3 Job Functions

Source: Evergreen Solutions, 2023

Preliminary Assessment

In addition to the JAT, Evergreen will also distribute our Management Issues Tool (MIT). The MIT is distributed to supervisors and managers and is used to collect specific information from supervisors and managers related to such issues as recruitment and retention problems, classification issues, pay equity issues, problems with titles, and other related issues. Each MIT will be logged and a specific response will be provided. The MIT process is designed to allow supervisors and managers to give direct input into the process and they serve as “red flags” to Evergreen staff during the analysis portion of the project.

As a starting point for analysis, Evergreen’s project consultants review the client’s database in comparison to the pay plan and information collected from the JATs to produce a preliminary assessment. The preliminary assessment summarizes the strengths and weaknesses of your human resource management system. The compensation analysis focuses on the number of pay grades, range widths, percentage differences between grades, step plans versus open range plans, and the expected time to reach full job competency. The overall analysis focuses on structure, movement, and equity (internal) as well as specific concerns such as turnover, longevity,



	compression, and range anomalies. The issues we identify in the assessment become core considerations in creating the potential solutions later in the process.
Job Evaluation	The next step in the process is to review responses to the JATs and identify any possible misclassifications. Once the review of the JATs has been completed, Evergreen's consultants will evaluate all jobs on each of the compensatory factors, score each position, and determine if there is any need for further investigation of specific positions. If serious discrepancies exist, Evergreen's consultants will work directly with the Client Project Manager to resolve any issues. Once work has been properly classified, changes in the current classification system rankings can be recommended. Our goal is to produce a classification system that reflects the internal equity relationships suggested by the JAT scoring conducted earlier.
Compensation	Our approach to compensation analysis is based on the belief that compensation should be organization-specific, fair, equitable, and directly tied to strategic goals. To ensure that all these criteria are met, we will conduct an extensive analysis on the relevant labor market, the internal structure and inter-relatedness of jobs within the organization, and the relative worth of jobs within the organization vis-à-vis the compensation philosophy. The most traditional component of a total compensation program is base pay (fixed pay). However, inclusion of benefits in total compensation strategy is not a new concept. Provision of benefits was originally a recruitment tool, though over time the provision of core benefits has become an expectation. Research shows that public sector organizations commonly use superior benefits packages as a way to offset structural disadvantages in base pay. The purpose of the survey is to collect information for comparison to current offerings, and making recommendations for change consistent with the parameters of the organization's compensation philosophy.
Market Salary Survey	A key component of assessing compensation is to consider market position, which is sometimes referred to as external equity or competitiveness. Evergreen's consultants wait until well into the classification analysis to design the market survey to ensure that jobs are understood, anomalies in classification characteristics are documented, and sufficient input has been received. The market survey will obtain standard range information related to minimum, midpoint, and maximum salaries. Data collection will focus on the public sector, but will include information from the private sector where applicable. Further, we will look to include any employers to whom the organization has recently lost employees.
Benchmarks	One of the most important components of the external assessment is in the selection and utilization of benchmark positions for the labor market survey. We will work with the client to identify the appropriate number of benchmark positions to best suit the client's needs in the labor market survey. Based on our experience, we have found that it is simply not practical to survey all



	positions within the organization—the resulting surveys become too cumbersome for labor market peers to complete, and the response rate on the whole suffers. We ensure, through multiple checks and balances, that the benchmark positions chosen will represent a broad spectrum of positions across the organization, from all job families, pay levels, and functional areas.
Targets	To conduct an external labor market assessment, we work with the client to identify the most appropriate targets to survey. Evergreen selects peer organizations based on the local labor competition, regional markets, and class-specific markets. Peer organizations should be those organizations that compete with the client for labor in at least one job family. An appropriate mix of peers in the public and private sectors will be included in the survey, and if necessary, augmented with published secondary data sources. Typically, Evergreen waits until the outreach process has been completed to identify the complete list of market peers. This is because we often will uncover specific information during the focus group and interview sessions that identifies potentially critical survey targets. Ideally, we would like to work with the client after the outreach has been concluded to identify the final list of potential market peers. An important factor of our methodology is that the client has the final approval of all aspects of the study. We will not proceed with the analysis unless the client is completely comfortable with the survey targets chosen. Often, there are different factors impacting an organization, such as proximity to a major metropolitan area, technology corridor, or specific market (i.e., military base), that have a direct effect on its ability to recruit and retain employees in specific positions. These factors have to be taken into account when selecting survey targets. Once the targets are selected and approved, the survey instrument is developed and sent to the client for final approval. Subsequent to client approval, the survey is then distributed to the targets in both paper and electronic formats. Evergreen uses a four-fold method of communicating with respondents. Our staff notifies the target group that the survey is being sent or made available, confirms receipt, and encourages participation. Once the data are received, they are cleaned, validated, and summarized. A separate report is issued that shows the results of the salary survey.
Unifying the Solution	After determining the appropriate division of work and market position, the compensation structure can be created. There is not a single, perfect solution for every client partner. The nuances and unique characteristics of each client necessitate a customized solution to best meet the organization's needs. The Evergreen Team has considerable experience in developing multiple solutions and working with client partners to determine the one that best meets their needs. Our analytical team uses a variety of tools to produce various potential solutions: regression analysis, market thresholds, and



**Compensation
Administration
Guidelines**

other human resource models. Several major options are presented to the client's team before the implementation plan is created.

It is at this stage in the process that we typically meet with the client to identify the direction of the final solution. We will present to the client a draft report for review and comment. We typically ask the client to examine the draft solution objectively and provide insights and recommendations on the direction of the report. When this process is completed, Evergreen's consultants will proceed with the final solution. The solution also contains information regarding fiscal impact and implementation.

In order for clients to maintain the recommended compensation system, Evergreen develops compensation administration guidelines for use by the client after completion of the study. The guidelines will include recommendations on installation and continuing administration of the system. The team first conducts a review of current practices and procedures then assesses their effectiveness, compliance with legal guidelines, and applicability to the recommended system.

Once this review and assessment are complete, revisions to the current practices and/or new guidelines can be recommended, as needed. At a minimum, the recommendations will address areas such as:

- how employees will move through the pay structure/system as a result of transfers, promotions, or demotions;
- how to pay employees whose base pay has reached the maximum of their pay range or value of their position;
- the proper mix of pay and benefits;
- how often to adjust pay scales and survey the market;
- timing of implementation; and
- how to keep the system fair and competitive over time.

**System
Maintenance**

Our goal is to produce recommendations that are effective and that can be maintained by our clients. We are strongly committed to providing transparent and replicable solutions. In essence, when we complete our core assignment, our goal is that our client's staff can maintain and update the system on their own. We are readily available to provide assistance, but our goal is to give our clients all the tools and training that are needed. Towards this end we will provide the Human Resources Department with all necessary tools and training to maintain the system over time.

Based on client needs and industry best practices, Evergreen has developed a compensation and classification maintenance tool to assist our clients with implementing, managing, and updating the solutions: **JobForce Manager**. This tool allows our clients to estimate future pay plan changes, update market information, make determinations on reclassifications, and create new jobs. By automating these tasks, **JobForce Manager** allows our clients to not only streamline, but also increase the fairness and transparency of regular compensation and classifications tasks after solution implementation.



Exhibit 2-4 displays the interface from **JobForce Manager** for determining a positions pay grade; additional features include a job scoring tabulation sheet, market survey results database and summary report, pay plan report, and employee salary calculators for modeling fiscal impacts of compensation changes at the employee level. All data and reports are downloadable and printable, so they can be provided to key decision makers.

Exhibit 2-4
JobForce Manager Tool

Pay Plans	Scoring/Slotting	Compensation	Market	Account						
 Download Data  Grid Edit										
CURRENT TITLE ▲	PAY PLAN	JAT SCORE	REGRESSION MIDPOINT	MARKET MIDPOINT	POSITION MIDPOINT (SELECT)	GRADE	MINIMUM	MIDPOINT	MAXIMUM	
Accounting Specialist II	ESP	212.5	\$30,100.27	\$31,220.80	\$31,508.69	105	\$22,702.21	\$31,508.69	\$40,315.17	 Edit
Accounting Specialist III	ESP	281.3	\$39,058.27	\$34,379.43	\$40,213.96	110	\$28,974.42	\$40,213.96	\$51,453.51	 Edit
Accounting Specialist IV	ESP	306.3	\$42,315.73	\$40,166.80	\$44,335.90	112	\$31,944.29	\$44,335.90	\$56,727.50	 Edit
Accounting Supervisor	ESP	500.0	\$67,561.02	\$69,350.91	\$68,779.53	121	\$49,556.08	\$68,779.53	\$88,002.97	 Edit
Acquisition Specialist	ESP	306.3	\$42,315.73	\$41,595.60	\$44,335.90	112	\$31,944.29	\$44,335.90	\$56,727.50	 Edit
Administrative Aide	ESP	312.5	\$43,130.09	\$36,624.74	\$44,335.90	112	\$31,944.29	\$44,335.90	\$56,727.50	 Edit
Administrative Recording Secretary	Professional	381.3	\$52,088.10	\$40,994.30	\$58,245.16	212	\$46,596.13	\$58,245.16	\$69,894.19	 Edit
Administrative School Secretary I	ESP	206.3	\$29,285.91	\$31,619.17	\$33,084.13	106	\$23,837.32	\$33,084.13	\$42,330.93	 Edit
Administrative School Secretary II	ESP	231.3	\$32,543.36	\$35,996.59	\$34,738.33	107	\$25,029.19	\$34,738.33	\$44,447.48	 Edit
Administrative School Secretary III	ESP	256.3	\$35,800.82	\$37,701.80	\$38,299.01	109	\$27,594.68	\$38,299.01	\$49,003.35	 Edit
Administrative Secretary I	ESP	231.3	\$32,543.36	\$32,190.02	\$33,084.13	106	\$23,837.32	\$33,084.13	\$42,330.93	 Edit
Administrative Secretary I	ESP	206.3	\$29,285.91	\$32,190.02	\$33,084.13	106	\$23,837.32	\$33,084.13	\$42,330.93	 Edit
Administrative Secretary II	ESP	231.3	\$32,543.36	\$33,919.04	\$34,738.33	107	\$25,029.19	\$34,738.33	\$44,447.48	 Edit
Administrative Secretary II	ESP	231.3	\$32,543.36	\$33,919.04	\$34,738.33	107	\$25,029.19	\$34,738.33	\$44,447.48	 Edit
Administrative Secretary III	ESP	256.3	\$35,800.82	\$35,971.01	\$38,299.01	109	\$27,594.68	\$38,299.01	\$49,003.35	 Edit
Administrative Specialist	Professional	231.3	\$32,543.36	\$43,762.63	\$39,422.62	204	\$31,538.09	\$39,422.62	\$47,307.14	 Edit
Administrative Specialist-School Food Services	Professional	275.0	\$38,243.91	\$42,861.08	\$45,636.61	207	\$36,509.29	\$45,636.61	\$54,763.93	 Edit

Source: Evergreen Solutions, 2023



2.2 Detailed Work Plan

The detailed work plan that Evergreen proposes to use to conduct the Wage and Compensation for the City of Pekin is provided in this section. Evergreen understands that the City has approximately 51 non-represented employees in 42 classifications that will be included in the study.

Our work plan consists of the following 11 work tasks:

- Task 1: Project Initiation
- Task 2: Evaluate the Current System
- Task 3: Collect and Review Current Environment Data
- Task 4: Evaluate and Build Projected Classification Plan and Make FLSA Determinations
- Task 5: Identify List of Market Survey Benchmarks and Approved List of Targets
- Task 6: Conduct Market Salary Survey and Provide External Assessment Summary
- Task 7: Develop Strategic Positioning Recommendations
- Task 8: Conduct Solution Analysis
- Task 9: Develop and Submit Draft and Final Reports
- Task 10: Develop Recommendations for Compensation Administration
- Task 11: Provide Updated Class Descriptions

Task 1.0 Project Initiation

TASK GOALS

- Finalize the project plan with the City.
- Gather all pertinent data.
- Finalize any remaining contractual negotiations.
- Establish an agreeable final timeline for all project milestones and deliverables.

TASK ACTIVITIES

- 1.1 Discuss with the City's Project Manager (CPM), and any other key personnel the following objectives:
- the classification and pay plan study process;
 - understand mission and current compensation philosophy;
 - review our proposed methodology, approach, and project work plan to identify any necessary revisions;
 - reach agreement on a schedule for the project including all assignments and project milestones/deliverables; and
 - establish an agreeable communication schedule.



Task 2.0
Evaluate the
Current System

- 1.2 Identify potential challenges and opportunities for the study. Discuss the strategic direction of the City and some of the short- and long-term priorities. This activity serves as the basis for assessing where the City is going and what type of pay plan will reinforce current and future goals.
- 1.3 Obtain relevant materials from the City, including:
 - any previous projects, research, evaluations, or other studies that may be relevant to this project;
 - organizational charts for the departments and divisions, along with related responsibility descriptions;
 - current position and classification descriptions, salary schedule(s), and classification system; and
 - personnel policies and procedures, including step placement policies.
- 1.4 Review and edit the project work plan and submit a timeline for the completion of each project task.
- 1.5 Provide frequent updates to the CPM throughout the study.

KEY PROJECT MILESTONES

- Comprehensive project management plan
- Comprehensive database of City non-represented staff

TASK GOAL

- Conduct a comprehensive preliminary evaluation of the existing compensation plan(s) for the City.

TASK ACTIVITIES

- 2.1 Obtain the existing pay structure and compensation philosophy (if any). Review the existing pay structure and look for potential problems and issues to be resolved.
- 2.2 Determine the strengths and weaknesses of the current pay plan(s) for the City as it relates to non-represented staff. Address any pay compression issues that may exist and discuss possible solutions.
- 2.3 Complete an assessment of current conditions that details the pros and cons of the current system as well as highlights areas for potential improvement in the final adopted solution.



**Task 3.0
Collect and Review
Current
Environment Data**

KEY PROJECT MILESTONES

- Review of existing compensation plan(s)
- Pay compression issues and solutions
- Assessment of current conditions

TASK GOALS

- Conduct statistical and anecdotal research into the current environment within the City.
- Guide subsequent analytical tasks.

TASK ACTIVITIES

- 3.1 Schedule and conduct employee orientation sessions to describe the scope of work and methodology.
- 3.2 Interview department heads of the non-represented staff to obtain relevant information and statistical/anecdotal data on specific compensation issues and policies. Obtain insight into perceived current compensation system strengths and weaknesses.
- 3.3 Hold focus groups with a sample of non-represented employees to obtain additional relevant information and statistical/anecdotal data on specific compensation issues and policies.
- 3.4 Work with the CPM and Human Resources staff to administer the JATs and MITs for non-represented staff. Our staff utilizes a web-based tool for data collection, but we can provide paper copies as well as those for classifications without computers or Internet access. We will seek approval from the CPM before distribution of the JAT/MIT questionnaire.
- 3.5 Review any data provided by the City that may provide additional relevant insight.

KEY PROJECT MILESTONES

- Department head interviews
- Employee focus groups and orientation sessions
- JAT/MIT distribution



Task 4.0
Evaluate and Build
Projected
Classification Plan
and Make FLSA
Determinations

TASK GOALS

- Identify the classification of existing positions utilizing the approved method for job evaluation.
- Characterize internal equity relationships within the City.

TASK ACTIVITIES

- 4.1 Ensure that all draft class specifications are provided to Evergreen by the CPM.
- 4.2 Review the work performed by each classification and score based on job evaluation. Include an evaluation of supervisory comments.
- 4.3 Review job evaluation scores and identify the classification of positions.
- 4.4 Schedule and conduct additional follow-up with employees for jobs where uncertainty exists over data obtained from job evaluation.
- 4.5 Develop preliminary recommendations for the classification structure and discuss with the CPM. The classification system designed at this point would be based solely on internal equity relationships and would be guided by the job evaluation scores for each classification. Essentially, a structure of classifications would be established, and classifications with similar scoring would be grouped and spacing between jobs would be determined.
- 4.6 Develop recommendations of FLSA (exemption) status based on results of the job evaluation (JAT) review and federal requirements.
- 4.7 Review recommendations with the CPM.
- 4.8 Identify promotional opportunities for each classification.

KEY PROJECT MILESTONES

- Job evaluation scores by class
- Recommended classification changes
- Recommended FLSA status
- Preliminary job structure based on internal equity



Task 5.0
Identify List of
Market Survey
Benchmarks and
Approved List of
Targets

TASK GOALS

- Reach an appropriate number and identify the proper benchmark positions for the external labor market assessment of salary.
- Identify and develop a comprehensive list of targets for conducting a successful external labor market assessment of salary.

TASK ACTIVITIES

- 5.1 Identify, from the initial review, a list of classifications (benchmarks) to include in the labor market survey. **Note:** Evergreen will work with the CPM to identify the 42 non-represented classifications that will be used as benchmarks for the salary survey.
- 5.2 Finalize the list of positions with the CPM.
- 5.3 For each employee group review with the CPM peer organizations to use as targets for the salary survey. **Note:** Evergreen will work with the CPM to select up to 20 targets for the salary survey.
- 5.4 Develop a preliminary list of organizations for the external labor market survey of salary, placing a comparative emphasis on characteristics such as:
- size of the organization;
 - geographic proximity to the Pekin area;
 - economic and budget characteristics; and
 - other demographic data.
- 5.5 Develop a system for use of secondary data including potential sources and weighting of secondary data, if necessary.
- 5.6 Review survey methodology with the CPM and refine survey methodology prior to distribution of survey.
- 5.7 After approval of survey methodology, develop contact list of peer organizations and notify peers of impending survey.

KEY PROJECT MILESTONES

- Final list of benchmark positions for the external labor market assessment salary survey
- Initial list of survey peers
- Survey methodology
- Final list of survey organizations and contacts



Task 6.0
Conduct Market
Salary Survey and
Provide External
Assessment
Summary

TASK GOALS

- Conduct the external labor market salary survey.
- Provide a summary of the market salary survey results to the CPM.

TASK ACTIVITIES

- 6.1 Prepare a customized external labor market salary survey for the CPM approval. Discuss questions and categories for the market survey.
- 6.2 Contact the targets for electronic completion of the survey. Provide paper copies by fax, if requested.
- 6.3 Conduct necessary follow-up through e-mails, faxes, and phone calls.
- 6.4 Collect and enter survey results into Evergreen's electronic data analysis tools.
- 6.5 Validate all data submitted.
- 6.6 Develop summary report of external labor market salary assessment results.
- 6.7 Submit summary report of external labor market salary assessment results to the CPM.

KEY PROJECT MILESTONES

- Market survey instrument
- Summary report of external labor market salary assessment results

Task 7.0
Develop Strategic
Positioning
Recommendations

TASK GOALS

- Discuss the City's compensation philosophy.
- Develop a plan for all non-represented employees, providing issue areas and preliminary recommendations for strategic improvement.

TASK ACTIVITIES

- 7.1 Identify the compensation philosophy and accompanying thresholds.
- 7.2 Using the market salary survey data collected in **Task 6.0**, and the classification data reviewed in **Task 4.0**, recommend the appropriate pay plan(s) for the City as it relates to non-represented employees.
- 7.3 Identify any extreme individual or group compensation issues and provide a recommended corrective action and plan to remedy these situations.



Task 8.0
Conduct Solution
Analysis

- 7.4 Produce a pay plan for the City that meets its needs from an internal and external equity standpoint.

KEY PROJECT MILESTONES

- Proposed compensation strategic direction, taking into account internal and external equity
- Plan for addressing unique, highly competitive positions

TASK GOALS

- Conduct analysis comparing job evaluation values.
- Survey results for the benchmark positions.
- Produce several possible solutions for implementation.

TASK ACTIVITIES

- 8.1 Conduct regression analysis or other appropriate techniques to properly slot each classification into the proposed pay plan for the City.
- 8.2 Place all classifications into pay grades based on **Task Activity 8.1**. Sort alphabetically by job class title, in descending order by range, and by old class title and new class specifications.
- 8.3 Create implementation solutions for consideration that take into account the current position of the City as well as the findings from the classification and compensation analysis. Identify and prepare a range of compensation policy alternatives.
- 8.4 Discuss with the CPM potential solutions.
- 8.5 Determine the best solution to meet the needs of the City in the short-term and long-term.
- 8.6 Document the accepted solution.

KEY PROJECT MILESTONES

- Initial regression analysis
- Potential solutions
- Documented final solution



Task 9.0
Develop and
Submit Draft and
Final Reports

TASK GOALS

- Develop and submit a draft and Final Report of the Wage and Compensation Study for the City of Pekin.
- Present the Final Report.

TASK ACTIVITIES

- 9.1 Produce a comprehensive draft report that captures the results of each previous step, including a complete listing of the allocation of job classes to salary range requirements. Provide the CPM with a draft final report for review that will include all costs associated with recommendations as well as implementation strategies.
- 9.2 Make edits and submit necessary copies of the Final Report to the CPM.
- 9.3 Present the Final Report.
- 9.4 Develop a communication plan for sharing study results with employees of the City.
- 9.5 Develop a plan for maintaining recommendations over time.

KEY PROJECT MILESTONES

- Draft and final reports
- Final presentation
- Communication plan
- Implementation and maintenance database

Task 10.0
Develop
Recommendations
for Compensation
Administration

TASK GOALS

- Develop recommendations for continued administration by City staff to sustain the recommended compensation and classification system.
- Conduct training.

TASK ACTIVITIES

- 10.1 Develop recommendations and guidelines for continued administration and maintenance of the classification and compensation system by City staff, including recommendations and guidelines related to:
- how employees will move through the pay structure/system as a result of transfers, promotions, or demotions;



Task 11.0
Provide Updated
Class Descriptions

- how to pay employees whose base pay has reached the maximum of their pay range or value of their position;
- the proper mix of pay and benefits;
- how often to adjust pay scales and survey the market;
- the timing of implementation; and
- how to keep the system fair and competitive over time.

10.2 Develop guidelines to assist City staff with determining the starting pay for new employees based on knowledge and experience above the minimum requirements of the position, how difficult the position is to fill, and market competitiveness.

10.3 Present recommendations to the CPM for review.

10.4 Finalize recommendations.

10.5 Provide training and instructional tools to Human Resources Department staff to ensure that staff can conduct individual salary audits/adjustments consistent with study methods until the next formal study is conducted using Evergreen's **JobForce Manager** tool that will enable Human Resources staff to estimate future pay plan changes, update market information, make determinations on reclassifications, and create new jobs – allowing for streamlining, and an increase in fairness and transparency of regular compensation and classification tasks after solution implementation.

KEY PROJECT MILESTONES

- Recommendations for compensation administration
- Training on Evergreen's **JobForce Manager** tool

TASK GOALS

- Update existing class descriptions.
- Create new class descriptions only for those non-represented classifications recommended by Evergreen as a result of the job evaluation.
- Provide final version of all class descriptions/specifications in electronic format (i.e., MS Word).

TASK ACTIVITIES

11.1 Assess current class descriptions for form, content, validity, and ADA, FLSA, EEO compliance, etc.



-
-
- 11.2 Discuss any necessary changes to the class description format with the CPM.
 - 11.3 Update classification descriptions for non-represented positions based on data gathered from the job evaluation process.
 - 11.4 Create new class descriptions only for those non-represented classifications recommended by Evergreen as a result of the job evaluation process.
 - 11.5 Recommend a systematic, regular process for reviewing class descriptions.
 - 11.6 Recommend to the CPM a process in which employees may appeal classification and compensation issues.

KEY PROJECT MILESTONES

- Updated class descriptions
- New class descriptions, as needed
- Recommendations for regular review of class descriptions



Response to RFP for Wage and Compensation Study

City of Pekin, IL

October 24, 2024



Missouri: 12851 Manchester Road | Suite 150 | St. Louis, MO 63131 | O: 314.968.3600

Illinois: 300 Hamilton Boulevard | Suite L110 | Peoria, IL 61602 | O: 309.637.3333

Indiana: 450 E. 96th Street | Suite 500 | Indianapolis, IN 46240 | O: 317.960.3487

Florida: 43 Skyline Drive | Suite 1001 | Lake Mary, FL 32746 | O: 407.260.6556

Shelly Costa, Human Resources Director
City of Pekin, IL
111 S. Capitol St.
Pekin, IL 61554

Delivered via email to srcosta@ci.pekin.il.us

Dear Shelly,

Thank you very much for reaching out and sharing the RFP for Wage and Compensation Study. We appreciate the opportunity to review the details and potentially collaborate on this exciting project.

At AAIM Employers' Association, we pride ourselves on our commitment to delivering high-quality solutions tailored to the unique needs of our members. We understand the importance of an effective compensation strategy in driving organizational success and are eager to explore how we can contribute to your objectives.

We are thrilled to submit our response to the Wage and Compensation Study Request for Proposal. In partnership with Astron Solutions, we are deeply committed to providing comprehensive solutions that address the unique needs of our clients and drive organizational success.

If selected as the provider for this project, our initial step will be to provide a formal agreement that outlines standard terms and conditions, ensuring alignment between AAIM Employers' Association and the City of Pekin.

Thank you once again for considering AAIM Employers' Association for this opportunity. We look forward to the possibility of working together and contributing to the City of Pekin's success.

Best regards,

Kris Gfell
Manager, HR Services
AAIM Employers' Association

Introduction

The **City of Pekin, IL** (the “City”) has requested a proposal from AAIM Employers' Association (“AAIM”) for services specific to conducting a comprehensive salary survey and compensation analysis. The purpose of this project is to ensure that the City’s compensation structure remains competitive within the industry and aligned with their organizational goals.

The scope of the work to be performed under this RFP includes 42 unique, non-represented positions currently organized within a salary structure and 17 salary grades. The current system was developed in 2013 when the last compensation analysis was completed. The salary ranges have been increased through COLA each year for non-represented employees, with salary adjustments applied as needed.

Job descriptions exist for most positions; however, some will need to be reviewed for updates and/or reclassification based on changes of job duties.

The study will need to evaluate the current matrix and produce recommendations for improving or recreating the City’s overall system so that current, justifiable compensation for all City employees exists. Individual employee placement with the wage scale will also be addressed.

A. Agents and Address

About AAIM Employers' Association

Founded in 1898, AAIM and its parent company, AAIM Employers' Group (AEG), boast a rich legacy of serving the HR needs of businesses. With a robust presence across Missouri, Illinois, Indiana, and Florida, we proudly serve nearly 1,600 member organizations.

At AAIM, we offer a comprehensive suite of management consulting services tailored to meet the evolving needs of modern businesses. From compensation surveys and analysis to opinion surveys, compliance audits, talent acquisition, and other HR consulting services, we provide strategic solutions designed to drive organizational success.

One of our key offerings includes comprehensive education and training programs, equipping our members with the latest employer insights and access to a wealth of online and offline management resources. Over the past five years alone, AAIM has successfully executed over 250 compensation projects, benefiting nearly 200 clients.

When it comes to supporting member compensation initiatives such as surveys, analysis, position benchmarking, and wage structure projects, we proudly collaborate with Founding Partner and National Director of Astron Solutions, Michael Maciekowich. With over four decades of industry experience, Michael brings unparalleled expertise in base pay and wage structure, incentive programs, and performance management systems across various sectors.

Throughout Astron Solutions' 25 years of consulting, their focus has been on the design and implementation of programs that impact an organization's two most important human resources concerns: rising human resources costs and retaining qualified staff. Astron's consulting services focus on the areas of total cash compensation, employee surveys, reward and recognition, performance management, and employee communication. Due to the unique nuances of each client, we tailor our consulting work to each organization's unique circumstances.

The majority of Astron's clients are non-profit organizations including healthcare, education, services, public-sector, long-term care, and associations. Astron Solutions has primarily served these types of organizations since their founding. They are sensitive to this demographic unique fiscal and regulatory concerns and develop human resources programs that address these specific needs.

Astron Solutions seeks long-term partnerships with clients, not short-term financial gains. They take a creative approach to compensation, while keeping cognizant of critical factors such as internal and external equity and legal requirements. Astron Solutions has won national awards for its compensation solutions, including Best Practice recognition from the American Society for Healthcare Human Resources Administration (ASHHRA) for their combination career path and compensation program for Northeast Georgia Health System (Gainesville, GA).

AAIM Employers' Association (Main Office)

12851 Manchester Road
Suite 150
St. Louis, MO 63131

Website: www.aaimea.org

AAIM Employers' Association (Central IL)

300 Hamilton Boulevard
Suite L110
Peoria, IL 61602

Astron Solutions (subcontractor)

505 8th Avenue
Suite 2200
New York, NY 10018

Website: www.astronsolutions.net

Response Submitted by:

Kris Gfell, HR Services Business Manager
AAIM Employers' Association

Wage and Compensation Study Project Team

Kris Gfell

HR Services Business Manager, AAIM

Kris.Gfell@aaimea.org

Kris Gfell leverages over 20 years of Human Resources leadership experience as HR Services Manager for AAIM Employers' Association. After dedicating nearly 14 years to the automotive industry for a prominent Tier 1 supplier, Kris' strong desire to share his expertise led to a personal venture offering uncomplicated, people-oriented solutions to organizations who place a high value on their human capital. Passionate for the positive impact of Human Resources, Kris drives to help businesses succeed through leadership growth, process improvement, and employee engagement.

Michael Maciekowich (subcontractor)

Sr. Compensation Consultant, AAIM

National Director, Astron Solutions

michaelm@astronsolutions.com

Michael's areas of expertise include the development, design, and implementation of executive, physician, & employee base pay systems, short- & long-term incentive programs, sales incentive programs, and performance management systems in all industries.

Michael has over 40 years of consulting and industry compensation experience. Prior to Astron, Michael worked for numerous consulting firms such as The Hay Group, Towers Watson, Adams, Nash & Haskell, and the Omni Group. He began his career in 1978 at Zenith Electronics, continuing his career at Honeywell and the American Hospital Association before moving into consulting.

Michael is an active member of WorldatWork, the American Society for Healthcare Human Resources Administration, and the Society for Human Resource Management. He is also a member of various local & state human resource associations across the country. Michael received a lifetime achievement award from WorldatWork.

John Sazaklis (subcontractor)

Director, Astron Solutions

jesazaklis@astronsolutions.info

John's primary areas of expertise are the creation of assorted applications in a variety of programming languages; manipulating queries and updating data; developing websites; and the design and development of networks. John also specializes in creating customized database application, in both PC and web platforms. In his role at Astron Solutions, John performs custom programming for surveys and various technical applications.

In addition to his technical work, John performs market analyses, leads custom market survey processes, and analyzes employee survey results. He also partners with clients to develop performance management, pay for performance, job description, succession planning, talent management, and employee survey processes.

Kim Harmon (subcontractor)

Compensation Analyst, Astron Solutions

kmharmon@astronsolutions.com

Kim's primary areas of expertise include Compensation, HRIS, and Talent/Performance Management. Kim has 30 years of progressive Human Resources experience and has held both operational and strategic roles. She has developed and implemented projects including post-acquisition compensation & job description integration, a multi-phase living wage initiative, pay compression analysis, and job architecture for leader roles. She has developed a strong background in all areas of HR including employee relations, management consulting, total rewards, leadership development, and change management.

Nick Velazquez (subcontractor)

Compensation Analyst, Astron Solutions

ndvelazquez@astronsolutions.com

Joining Astron Solutions in 2024, Nick holds a Bachelor of Business Administration in Human Resource Management from Loyola University of Chicago's Quinlan School of Business. Nick is active in the Human Resources and Total Rewards communities. Nick was the President of the HR Student Association at Loyola University of Chicago. He also served as Career Prep Fellow for Management Leadership for Tomorrow. In addition, Nick is an active member of the Rocky Mountain Total Rewards Association (RMTRA) and WorldatWork. Prior to joining Astron Solutions, Nick held intern positions with Gates Corporation (Denver, CO) and Ferrara (Chicago, IL). There, he reviewed employee pay to market using multiple survey sources and determine pay gaps, providing market level adjustment recommendations based on compa-ratio.

Technical Resources

AAIM has access to an array of best-in-class compensation benchmarking resources to ensure all clients receive accurate and up-to-date information for positions across the United States, North America, and beyond.

Utilizing multiple resources for compensation data enhances the comprehensiveness, accuracy, customization, benchmarking capabilities, trend analysis, and risk mitigation of your compensation strategy, ultimately supporting better decision-making and alignment with organizational goals:

- **Comprehensive Insights:** By leveraging diverse sources such as industry surveys, government databases, and specialized compensation software, you gain a more comprehensive understanding of prevailing compensation trends, benchmarks, and practices.
- **Accuracy and Reliability:** Relying on multiple data sources helps validate the accuracy and reliability of the information obtained. Cross-referencing data from different sources can identify discrepancies and ensure that the insights derived are robust and trustworthy.
- **Benchmarking:** Accessing multiple data sets allows for more robust benchmarking against industry peers and competitors. This enables you to gauge where your organization stands in terms of compensation competitiveness and make informed adjustments to attract and retain talent effectively.
- **Risk Mitigation:** Diversifying your sources of compensation data reduces reliance on any single dataset, mitigating the risk of bias or inaccuracies inherent in individual sources. This helps ensure that your compensation decisions are well-informed and based on a robust foundation of data-driven insights.

In-House Resources	Accessed Resources
AAIM's Annual National Survey (1200+ participating organizations)	Economic Research Institute
Astron Solutions' Client Database	PayFactors (professional)
AAIM Member Benchmark Surveys	Comp Analyst
Astron Solutions' Online Survey Portal	Willis Towers Watson
	Mercer
	Compensation BLR

B. Statement of Methods and Procedures

Once awarded the project, AAIM will team with City project members to gain a full understanding of key City information, such as:

- Compensation philosophy, geographic reach, industries considered
- Salary planning/budgeting and fiscal year dates
- Demographic data such as number of employees, annual revenue and/or budget, cities and states of office locations/worksites
- Job descriptions for included positions
- Organization chart
- Copies of current compensation system/programs, including documents and policies pertaining to base pay and incentive programs

Classification: Job descriptions will be analyzed and updated based upon current City scope of positions and regulatory requirements. Job descriptions requiring update will follow this general process:

1. The City will provide: 1) the accepted job description template to be utilized (MS Word format). AAIM can supply a template if one is required. 2) list of managers (with contact information) that will be asked to participate in the review process.
2. AAIM will send job specific questionnaires to the group of identified managers, collecting key job-related information for positions within their scope.
3. AAIM will sort responses into job groups and conduct brief interviews (up to 30-minutes via phone/virtual) with identified manager for each job group to update job descriptions for alignment on new and obsolete tasks.
4. AAIM will deliver completed electronic files to City project contact for review and alignment.
5. Recommendations on staff alignment, organizational structure, and career pathing will occur during the compensation structure review and update process.

Compensation: Partnering with City project leaders, AAIM will establish a job architecture process that will be used to support establishing value of roles, career pathing, addressing internal pay equity issues, and continuous promotion of succession and development planning. This will be accomplished through:

1. Establish objectives and gain stakeholder buy-in. Determine the primary objectives related to compensation philosophy, strategy, and organizational efficiency. AAIM will engage key stakeholders, including senior management, human resources team members, and people leaders, as this process can significantly impact the organization. Key elements of the compensation structure will be analyzed, such

as current wage bands, variable and incentive pay, and pay transparency and equity. This meeting will take place via virtual/online tool, or onsite if the City prefers.

2. **Salary & Benefits Survey.** The City will provide input to comparable benchmark municipalities they would like to be included. AAIM can also provide a list of comparable cities to be included in the survey.
 - a. AAIM will load position specifics into an interactive, web-based survey tool that will be utilized to gather data from participating municipalities. It is strongly recommended that the positions included in the survey be those expected to be found in most participants.
 - b. It is the responsibility of AAIM, via email, to distribute the survey to its intended participants. All input will be stored in the survey database. It is recommended that the submission time be open for three to four weeks to ensure the availability of participants. AAIM will follow-up with participants throughout the survey period to support a high response rate. AAIM will be responsible for the initial review of returned data and data clarification.
 - c. To ensure the confidentiality of all data and compliance with Department of Justice guidelines, a minimum number of responses are required in order for statistics of data to be provided. Five participants must report data for a variable in order for aggregate data to be provided. It is possible that no data are presented in a given category even though the number of employees is greater than five. This occurs when the incumbents reported represent fewer than five participants in the survey. It may also be possible for data to be displayed when it appears as if there are not enough employees (five) in the job. This occurs when at least five participants report data, but one or more participants do not report any employees currently in the position.
 - d. If required due to response rate, AAIM will compare jobs to external data, such as regional and/or local standards and market rates. Market data from Willis Towers Watson, Mercer, Economic Research Institute (ERI), Radford, Culpepper, PayScales, Salary.com, CompData, and other sources is available for analysis of market comparisons. Each job will be matched to base pay and total cash compensation market data at the 10th, 25th, 50th, 75th, and 90th percentile(s) using one or more of these sources as available.
3. AAIM will develop a report of findings and recommendations, including market 10th/25th/50th/75th/90th percentile(s) for pay and total cash compensation for each of the jobs.
4. Based on the survey data and analysis results, a recommended wage and grade pay plan/structure will be updated and/or developed. All City positions within the project scope will be included.
 - a. Along with recommendations, this report will include an overview of the methodology and data utilized to develop the recommended structure.

5. AAIM will prepare a detailed employee-by-employee analysis of incumbent pay against the proposed structure. This will be used to identify pay compression and equity issues, as well as recommended solutions.
6. Leadership review. The impending output report(s) will be provided to the City in electronic format. AAIM will partner with the City to review findings and recommendations for adjustments. This meeting will take place via virtual/online tool, or onsite if the City prefers.
7. AAIM will support drafting of the City's compensation policy. An organization's compensation policy outlines how employees are paid for their work, including salary structures, bonuses, benefits, and other forms of compensation like equity or commissions. It also sets guidelines for how compensation decisions are made, ensuring consistency, fairness, and alignment with the organization's goals. Development of a clear compensation policy is critical to:
 - Attracting and retaining talent
 - Ensuring fairness and compliance
 - Boosting employee motivation
 - Alignment with business goals
 - Promoting internal equity
8. OPTIONAL: Leader philosophy and process training. AAIM will provide a training course to City people leaders to help align implementation across the organization. This comprehensive training equips leaders with the knowledge and skills needed to understand and effectively communicate the rationale behind the compensation philosophy. It also provides them with practical guidance on how to implement the new processes and procedures consistently and fairly, as well as best practice when fielding future employee questions.

C. Work Schedule

The below timeline anticipates the City is looking to implement consulting services upon execution of the service agreement. Multiple aspects of the project may run concurrently.

Available upon completion of the initial services: ongoing support and guidance through consistent market pricing/benchmarking, job evaluations, hierarchy and structure updates, as well as general compensation philosophy and application consulting.

	Timeline to Completion (total time per category)	Key Deliverables
Classification	4 Weeks	
Job Evaluation (as required)	Up to 4 weeks from start	Updated Positions & Job Descriptions
Compensation	10 Weeks	
Establish Objectives & Stakeholder Buy-in	2 weeks from start	Scope and Strategy Alignment Meeting
Salary & Benefits Survey + Market Pricing/Benchmarking	6 weeks from prior step	Report of survey findings; Recommended primary pay structure; Employee Impact Analysis
Leadership review of updated structure and employee impact analysis	2 weeks from prior step	Leadership Review Meeting of Structure and Employee Impact
Compensation policy development	Concurrent with prior step	Compensation Policy
Optional		
Leader philosophy and process training	Within 45 days of leadership review	Customized Training

D. Fees

As AAIM places a significant emphasis on the value of AAIM Membership, the below pricing structure includes an exclusive discount only available to organizations electing to maintain benefits as AAIM Members. As of the date of this Response to RFP, the City is an AAIM Member in good standing.

The pricing below reflects the inclusion of forty-two (42) positions requested to be within the scope of the Request for Proposal (unless otherwise noted).

	Per-Position Fee	Not-to-Exceed (based on 42 positions)
Classification		
Job Evaluation (as required)	\$230	\$9,660
Compensation		
Establish objectives & stakeholder buy-in	Included	No Fee
Salary & Benefits Survey + Market pricing/benchmarking	\$375	\$15,750
Leadership review of updated structure and employee impact analysis	Included	No Fee
Compensation policy development	Included	No Fee
Not-to-Exceed (Core Project Elements)		\$25,410
Optional: Leader Philosophy and Process Training	n/a	\$6,000
Total Not-to-Exceed (with Optional Training)		\$31,410

Once awarded the project, AAIM will coordinate with the City to review the number of positions that may be required for inclusion in the Job Evaluation step. This will help to identify an accurate project cost, as the fees associated with most services are based on the actual number of positions included, meaning there is the possibility the final project cost comes in well below the not-to-exceed amount. For example, if the City finds 30 job descriptions in good standing, the Job Evaluation step would include the remaining 12 positions, totaling \$2,760 (a cost avoidance of \$6,900).

Proposed Invoice Schedule

Invoiced at Agreement Signing:	50% estimated project fees
Invoiced at 45 days from Start:	25% estimated project fees
Invoiced at Completion:	Remaining project fees

E. References

Champaign County Regional Planning Commission

Becky Kreuger

Human Resources Director

bkrueger@ccrpc.org | 217-328-3313

U.S. Soybean Export Council

Julie Sumpter

Chief Financial Officer

JSumpter@ussec.org | 636-449-6033

City of Henderson (NC)

Jamie Dittmeyer

Director of Human Resources

JamieDittmeyer@henderson.nc.gov | 252-430-5706

Rockford Park District

Rhashonda Williams

Superintendent of Human Resources

RhashondaWilliams@rockfordparkdistrict.org | 815-987-8801

St. Louis Economic Development Partnership

Jeanenne Harbison

Human Resources Manager

JHarbison@stlpartnership.com | 314-615-1629



Proposal

OCTOBER 31, 2024

RFP

Wage And Compensation Study

City Of Pekin, Illinois

Submitted by:

RACHEL SKAGGS
DIRECTOR

790 FRONTAGE ROAD
SUITE 213
NORTHFIELD, IL 60093

815.303.2187
RSKAGGS@MGT.US

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Cover Letter

October 31, 2024

Shelly Costa, Human Resources Director
City Of Pekin
City Hall, 111 South Capitol Street
Pekin, IL 61554



RE: RESPONSE TO RFP WAGE AND COMPENSATION STUDY

Dear Ms. Costa:

MGT Impact Solutions, LLC (MGT) is pleased to present this response to your recent Request for Proposals (RFP) for a Wage and Compensation Study for the City of Pekin ("City"). This response reflects our understanding that the City of Pekin is seeking a Compensation Study for the review of 42 positions. MGT's response provides the City with related firm qualifications, key experience, a detailed work plan with a timeline, and associated fees to provide services that exceed expectations. We are experts in classification and compensation studies and know we would be a perfect fit for the City.

- We tailor our approach to meet the specific needs and goals of the City of Pekin, ensuring that the final compensation system is effective and relevant.
- We work closely with City officials and employees to gather information, obtain buy-in, and ensure a smooth implementation process.
- Our commitment to ongoing support will help the City of Pekin maintain a competitive and equitable compensation system.

We understand human resources (HR) management continues to be a significant concern as governmental services continue to increase in cost and complexity, and the resources to fund local governments are constrained. Day-to-day operations present challenging administrative problems in planning, organizing, and directing human resource functions to achieve maximum efficiency and effectiveness in the delivery of municipal services. A properly developed and administered compensation plan forms the foundation for meeting these challenges. It helps to ensure the City can recruit and retain the best and brightest employees, even in a competitive marketplace. We understand the high expectations that have been established in the City for recruiting and retaining excellent employees. These factors will be taken into consideration in the analysis and reflected in the Study results.

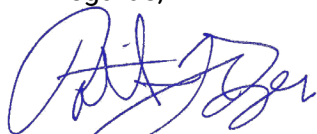
MGT provides comprehensive executive recruitment, interim staffing, HR consulting, and organizational analysis consulting services for local governments, intergovernmental organizations, and school districts, as well as other governmental and non-profit entities. MGT consultants have worked in all areas of local government leadership, including city/county management, human resources, public safety, finance, public works, parks and recreation, and utilities. This combined hands-on knowledge and experience has made MGT a proven leader in public-sector consulting.

MGT CONTACT INFORMATION

MGT HEADQUARTERS	MGT Impact Solutions, LLC 4320 West Kennedy Boulevard Tampa, Florida 33609 P: 813.327.4717 www.mgt.us FEIN: 81-0890071
PROPOSAL CONTACT	Rachel Skaggs, Director – Human Capital Solutions 790 Frontage Road, Suite 213 Northfield, IL 60093 P: 815.303.2187 E: rskaggs@mgt.us

Thank you for the opportunity to submit a proposal to the City of Pekin. Should you have questions on any aspect of this proposal, please contact **Rachel Skaggs** at **815.303.2187** or **rskaggs@mgt.us**.

Regards,



Patrick J. Dyer, Vice President
Authorized to bind the firm



A. Agents and Address

Firm Profile

Impacting communities for good.

MGT brings **50 years** of experience driving positive social change and performance in education, government, nonprofits, and critical infrastructure/private industries through ***assisting clients to strengthen their foundation, change systematically, and enable resiliencies for long-lasting change.*** Since inception, MGT has significantly grown in size and capacity – working with state and local governments and education partners. Today, we bring a team of over **900 professionals** who offer in-depth market knowledge and understanding so we can hit the ground running.

MGT is a privately held, employee-owned, and financially stable limited liability company with a deep roster of staff and a commitment to serving the public. Our clients care about addressing the world’s most-pressing problems, and so do we. Their “why” is our why.

What sets us apart is our ability to customize and offer individualized support and the resources of a larger infrastructure to enable flexibility in impacting to-scale. Throughout our history, MGT has successfully delivered more than **30,000 projects** through a thoughtful balance of balancing the “immediate” needs while changing systems to plan for future resilience and success.

Our Commitment

MGT embraces the most complex challenges on the leadership agenda with deep commitment, agility, and local expertise to make a measurable and profound impact. Simply stated, **We are impacting communities for good.**

MGT | FIRST LOOK

Name: MGT Impact Solutions, LLC (MGT)

Locations: Headquarters in Tampa, FL; branch offices nationwide.

Cooperative Contracts:

ASC 20-7359, 24-7484

OMNIA LS4612

TIPS 220601, 220802, 230105

TXShare 2024-019

Structure: Privately held, employee-owned, client-driven Limited Liability Company.

Lines of Business: Strategy and Implementation, Performance and Operations, IT Infrastructure, and Cyber Security and Resilience for public sector and commercial companies.



50
years

900
consultants

30,000
projects

A Social Impact Commitment

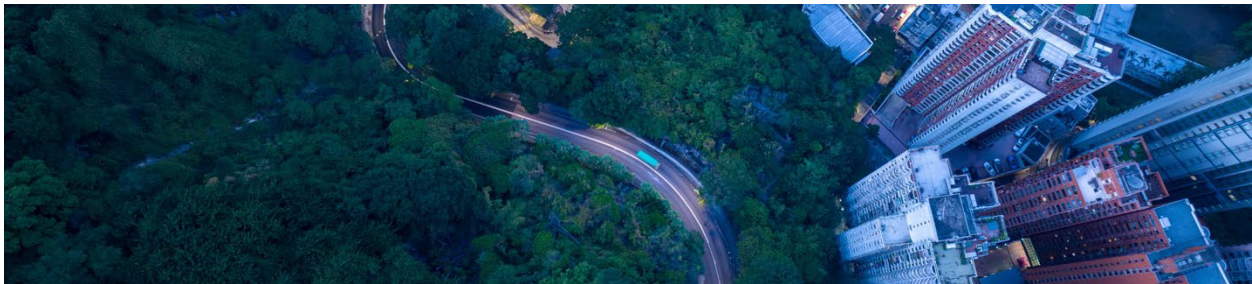
DEFINED BY **IMPACT**

Making a profound impact on society is at the heart of who we are and what we do. A well-structured wage and compensation system is essential for attracting and retaining top talent, fostering employee morale, and promoting organizational success. Competitive compensation will attract qualified individuals to the City of Pekin, enhancing the quality of public services.

A satisfied workforce contributes to a thriving community and improves the overall quality of life for residents.

MGT's Expertise

Our firm includes more than **900 professionals**, structured into the following primary groups, along with various internal infrastructure groups to support our operations and growth.



Strategy & Implementation

Working alongside an organization's C-suite, we help leaders co-create strategy through organizational reviews and data analytics to create actionable roadmaps for success.



IT Infrastructure & Digital

We provide engineering expertise to modernize IT infrastructure and ensure your technology implementation is properly designed, integrated, modernized, and maintained.



Cyber Security & Resilience

From real-time, 24/7 monitoring to proactive threat detection and rapid incident response, we can give you the tools to heighten your network's security posture and keep it there.



Performance & Operations

Bridging the gap between strategy and enduring change, we support efficient revenue allocation, promote economic development, and create fairness in hiring and contracting systems.



Our MGT Vision

To achieve our mission of being the social impact and performance leader in our industry, we are continuously improving to earn the privilege of being selected as our client's partner of choice in the mission-critical domains we impact. By elevating education systems, managing and securing critical networks, solving complex human capital and fiscal problems, and advancing equity as a performance imperative, we can impact communities for good through client partnership.

We deliver these solutions through our “three-point stance” of technology, education, and performance offerings. With our long-term vision of creating profound social impact through client performance, we seek out the “best of the best” to join us in our work supporting clients’ top priorities.

Markets we serve:

- Higher Education
- Prek-12
- Government
- Nonprofits
- Commercial Industries

PEOPLE



We believe in the power of connecting people and ideas which solve mission-critical, complex challenges to foster a trusted connection with our clients...for life.

PURPOSE



We are led by a transformative movement, fueled by people, innovation, and solutions designed to provide enduring opportunities for prosperity and well-being.

PERFORMANCE



We partner with clients to advance learning outcomes, reduce operational costs, recover revenue, improve workflows, and provide resilient and hardened technology networks and infrastructure.

MGT's Differentiator: Full Suite of Services

Cyber & Network Solutions

Our Cyber Security and Network Security Solutions team offers a deep technical engineering bench of seasoned, certified experts working in the “security trenches” in complex IT environments. For the Managed Detection and Response (MDR) solution, our Security Operations Center (SOC) doesn’t sleep so our clients can. Our flagship, best-in-class managed firewall services are unparalleled. We detect, respond, and recover from cyber incidents proactively and harden our clients’ security posture.

 **100** in-house certified engineers
24x7 NOC and SOC

Human Capital Solutions

Our experts are former local government and school leaders who understand the challenges facing today’s public sector organizations. We offer consulting, recruiting, and staffing solutions that include a full suite of human resources and management studies, executive recruitment services, and interim, managed, and outsourced staffing options. Our experts can assess your organizational culture and permanent and temporary staffing needs and evaluate your systems and structures, all to maximize efficiency and effectiveness.

 **1,725+** interim employees placed
1,500+ executive recruitments
500+ consulting studies
In 48 states!

Education Solutions

We create recommendations for our educational clients that are reliable, actionable, and based on proven research and a thorough understanding of each district or system’s program needs and long-term goals. Our team is led by former state education commissioners, district superintendents, school board members, principals, and teachers. Our partnerships have allowed clients to reinvest hundreds of millions of dollars back into the classroom.

 **50** million students served
38 state DOEs as clients

Financial Solutions

Public agencies face increasing pressure to improve effectiveness and efficiency while operating in a transparent and sustainable manner. We partner with government organizations, school districts, higher education institutions, and not-for-profits to help them achieve long-term success.

 **50+ years** of trusted relationships
Proprietary software

Diversity, Equity, & Inclusion (DEI) Solutions

We help public sector clients address issues and challenges related to policies and practices that adversely impact DEI. We are one of the largest providers of disparity studies and other DEI solutions designed to increase equitable and inclusive organizational outcomes.

 **225** disparity studies
DEI assessments & training
Equity Audits

Public Affairs Solutions

Our team of former nationwide leaders in policy development and education leadership partner with our clients to provide business advisory and public opinion architecture solutions which lift up and evolve education ecosystems and impacts public policy programs.

 Global clientele
Staff are former policymakers.

Project Key Personnel

The success of a consulting engagement is founded on the qualifications of the project team and how it is structured and managed. Our work with clients is characterized by the belief that we can only be successful if our clients develop the knowledge, capacity, and mechanisms to help themselves. To that end, all our services:

- Build on our clients' existing strengths and resources while empowering them to address present challenges.
- Assist our clients in learning about widely recognized best practices and emerging research.
- Encourage our clients to develop the habit of identifying, collecting, and acting on essential, current, and relevant data.
- Help our clients maximize the efficiency and effectiveness of their human and fiscal resources.
- Provide pragmatic and affordable solutions that will be deliverable and sustainable over the long term.

The proposed management structure for this project has been designed to define the roles and responsibilities of each team member assigned to this project and to facilitate project management. The strength and experience of our team will allow for efficient and effective project management and results. Each team member has a wide range of project experience working with clients similar to the City of Pekin. The team we have designated is highly experienced with this type of engagement and, therefore, requires little orientation time. Biographies of each team member listed below are provided in **Appendix A**.

Project Staff Roles and Responsibilities

ROLE ASSIGNED	RESPONSIBILITIES
CITY OF PEKIN'S REPRESENTATIVE	We look forward to working with the City's Representative to build a long-lasting and trustworthy partnership that produces innovative solutions.
PROJECT MANAGER* <i>Rachel Skaggs</i> <i>Katy Yee</i> <i>Rachel King</i>	The Project Manager holds the following responsibilities: ▪ Main point of contact for the City. ▪ Day-to-day management of the project, tasks, and deliverables. ▪ Oversight over service and deliverable quality. ▪ Management of all project deadlines. ▪ Maintains frequent contact with the City's Representative throughout the lifecycle of the project.
CONSULTANT TEAM** <i>Alice Bieszcza</i> <i>Julie Hawkins</i>	The Consultant Team has the following responsibilities: ▪ Work closely with the City under the direction of the Project Manager to carry out the various tasks and deliverables. ▪ Utilize individual subject matter expertise to customize and execute each work task and fulfill the City's stated expectations. ▪ Conduct collection and analysis of relevant data. ▪ Review, document, evaluate, and generate recommendations in accordance with each component of the work plan.

*The Project Manager will be assigned at the time of contract commencement and will be determined depending on workload and commitments at that time.

**Additional consultants with subject matter expertise will be used to assist with employee interviews.

Client Collaboration

A fundamental philosophy of MGT project managers and staff is that we work with, not for, our clients. We have worked with consultants as clients and know the importance of developing practical recommendations that can be implemented. Most importantly, we understand the environment in which our recommendations will be reviewed. Close partnerships require clear, frequent, and honest communication throughout the project to ensure the most positive project outcome for all parties.

MGT's project team will attempt to capture the views of City officials and work with staff members and committees at key points during the project to ensure the ongoing exchange of relevant issues and concerns. We believe that good communication is particularly important at the beginning of a study when City history and values are likely to be shared and discussed.

PEKIN PROJECT OFFICER

City of Pekin will have overall authority over all project activities and approve the contract and work plan. We anticipate the City will appoint a Project Officer to serve as the single point of contact between MGT's project team and the City. We will look to the City Project Officer for overall project guidance and direction. All project correspondence, progress reports, and final reports will be delivered to the City Project Officer.

Experience & Qualifications

Incomparable Classification and Compensation Consulting Expertise. We are proud to offer the exceptional expertise of our team members and our understanding and knowledge of the City of Pekin's scope based on years of relevant experience. We bring the breadth and depth of knowledge and expertise vital to identifying real, practical solutions that meet our clients' needs. Part of our success is based upon our commitment to be flexible and responsive. We are acutely aware of the political, economic, social, and technological environments of today's public sector environment.



Success Stories

"What I liked most about working with MGT staff is their creative approach in providing solutions to each project. The County has implemented MGT's recommendations...."

MGT has conducted **more than 270 classification and compensation studies in the past 10 years**. More specifically, MGT's consultants are adept at HR consulting in the state of Illinois and for similar organizations, as illustrated by our list of completed projects below.

Illinois

Village of Bensenville	Village of Hanover Park	Oswegoland Park District
Village of Berkeley	Village of Hazel Crest	Palatine Park District
Village of Bloomingdale	Henry County	City of Peoria
Cary Park District	Highland Park District	City of Plano
Village of Channahon	City of Lake Forest	City of Quincy
Village of Clinton	Village of Lincolnwood	Village of Red Bud
Village Crest Hill	Village of Lisle	Village of Richton Park
DeKalb County Health Department	City of Lockport	Village of Skokie
	Village of Machesney Park	St. Charles Park District

A. AGENTS AND ADDRESS

City of East Moline	Village of Matteson	Village of Vernon Hills
Fox River Water Reclamation District	McHenry County Conservation District	Wilmette Park District
City of East Moline	Village of North Aurora	Winnetka Park District
Elk Grove Village	Village of Northfield	
City of Galesburg	Northern Suburban Special Recreation Association	
City of Geneva		
Glenview Park District	Village of Oak Park	
Village of Gurnee	Village of Oregon	

Why is MGT the Most Qualified to Conduct the City's Study?

- ✓ **Experience.** MGT has the experience and certifications that HR departments need. MGT staff are certified as Senior Human Resources Management Certified Professionals (SHRM-CP), Project Management Professionals (PMP), and Change Management Professionals (CCMP). Additionally, MGT has conducted numerous human capital studies nationwide, such as HR audits, compensation and classification studies, staffing reviews, performance system updates, and organizational reviews. Furthermore, many of our clients are repeat clients, attesting to our acumen for local government human resources consulting services and our desire to work with each public sector client to create a lasting bond that ensures their success over time.
- ✓ **Best Practices Comparisons.** MGT offers the City our extensive experience to identify exemplary management practices that are reflective of the City's input and that of comparable localities. This experience gives us not only a ready reference point for reviewing the City's compensation system, but also provides us with practices that have been proven successful in other similar organizations. This knowledge is of significant value when we design recommendations for improvements.
- ✓ **Sound Findings and Data-Driven Recommendations.** In our experience, most major improvements in local government operations require bold thinking. In helping the City reconcile its pay system with its evolution and workforce changes, our team members will not hesitate to question existing organizational structures, programs, policies, rules, statutes, operations, work processes, and staffing patterns. We will make sound recommendations for improvements that produce real – *not just on paper* – savings and ease of future pay administration for the City.
- ✓ **Assistance in the Implementation of Recommendations.** We will not simply leave the City with a report and a plethora of recommendations. We will create detailed implementation strategies to support the City with initial implementation and best practice guidance for maintaining and sustaining an equitable compensation study and classification system over the long term.
- ✓ **Objectivity and Flexibility.** As an independent entity, our only vested interest is that of the client. Therefore, we will apply our extensive experience to generate objective, independent solutions to assist the City in achieving the best outcomes. In addition, we will be receptive to your insights and concerns and will accommodate any changes necessary to ensure the successful completion of project deliverables, a valid and responsive final report, and, more importantly, an implementable and flexible compensation system relevant to the City's current realities and beyond



B. Statement of Methods and Procedures

A detailed work plan and schedule were designed to conduct a quality compensation study with clear reporting dates for each major activity.

Project Understanding

The City of Pekin is interested in a review of its current compensation plan for employees in approximately 42 positions in the organization. The conducted Study will ensure an equitable compensation system is in place that is both fair and competitive, enabling the City to recruit and retain qualified employees. The system will also be easy to administer in an organized and consistent fashion, as well as sustainable for years to come.

The primary goal of this study is to ensure that the City of Pekin's compensation system is competitive, equitable, and effective. To achieve this, we will:

- Examine existing job descriptions to ensure accuracy and alignment with current job duties.
- Benchmark salaries against comparable public sector organizations in the region.
- Recommend salary ranges, pay structures, and a merit pay system that aligns with the City's goals and budget.
- Identify and resolve any pay compression or inequities within the current system.
- Offer guidance and assistance for implementing the recommended changes and maintaining the system over time.

Key Benefits

1. **Improved Efficiency and Productivity:** A well-designed compensation system can enhance employee motivation and performance, increasing efficiency and productivity.
2. **Enhanced Recruitment and Retention:** Competitive compensation packages can attract and retain top talent, reducing turnover costs and improving the quality of public services.
3. **Strengthened Organizational Equity:** A fair and equitable compensation system can promote a positive work environment and reduce employee grievances, fostering a stronger organizational culture.

MGT has conducted more than 270 classification and compensation studies in the past 10 years. Over 90% of pay plans recommended by MGT have been successfully implemented by the client. All these studies included the use of public-sector salary data and included the following recommendations:

B. STATEMENT OF METHODS AND PROCEDURES

- New classification and compensation plans, assuring internal equity.
- Recommendations for job title changes where appropriate.
- Recommendations on how to deal with specific problems that arose during the study (i.e., compression issues, internal equity issues, market discrepancy issues, etc.).
- Pay plans that were tied to performance.

Project Management

MGT uses proven project management methodologies to ensure we deliver project results that are on time and on budget and meet or exceed client expectations by identifying long-term decision-making solutions.

We find that the two most critical keys to project success are **planning** and **communication**.

We take very intentional measures to define milestones, responsibilities, and delivery dates in our **planning** process, track work progress against the work plan daily, and provide regular project status reports. After the contract is awarded, we enhance the project work plan that was included in our proposal by adding specific milestones, delivery dates, and consultant responsibilities. We refine this plan with input from our project initiation meeting(s) with the client. We employ problem-solving skills, technology, and staff adaptability to react to variances between work plan projections and actuals to meet the City's deadline.



Throughout this process, we remain in frequent **communication** with the client to avoid surprises or conflict. Our project teams are in regular contact with the City's Project Manager, providing regular project status updates and calls to provide a summary of progress and to address any risks or variances from the planned schedule.

Our team's approach to compensation studies is based on the methodologies, models, and tools that we have developed for this specific type of work, coupled with **50 years** of service to public sector organizations across the country. To successfully conduct a study, it is important to fully understand the environment in which an organization operates and the objectives of the study to provide a complete, forward-thinking compensation program and final report.

Proposed Work Plan

To accomplish the City's objectives, MGT will take the following steps listed in the order in which the work will be performed. Please note that we have specified those areas where we will need the City's input/assistance.

TASK 1.0: MEETINGS AND MARKET DATA

Activities

1.1 Study Preparation and Project Meeting

Meet with City representatives to discuss study methods, review organization charts, personnel policies/practices, and the current classification and pay plans. MGT will review the timeline, answer questions, and review the scope and work schedule. MGT will require the City to submit a data collection worksheet along with the following information (if available): copies of organizational charts for each department, pay plans, the current personnel manual, and any other relevant information related to salaries.

1.2 Establishing Comparables

Working with City staff and using our broad-based cohort methodology, MGT will determine a logical survey sample of "like" entities that impact the compensation market for the City. In selecting comparable jurisdictions, we use criteria such as number of employees, population served, Equalized Assessed Value (EAV), budget size, and proximity.

In addition, MGT partners with Salary.com and uses their CompAnalyst tool to collect employer-reported market data, updated monthly, which is designed to support unique situations, such as hybrid positions, or for collecting private sector market data. CompAnalyst data can be controlled for geographic area, industry, and/or organizational full-time equivalent (FTE) or budget size. All positions included in the scope of this study can be benchmarked to this data source. This data source is also utilized to address gaps in peer data responses from the Market Survey and to provide additional data verification for gathered market survey data. This tool is the most reliable way to gather private sector data.

1.3 Preparing for and Hosting Employee Kick-Off Meeting

Shortly after the initial project meeting with the City representatives, MGT will meet virtually with employees to explain the scope of the project and distribute Job Analysis Questionnaire (JAQ) forms. MGT understands many employees have not participated in this type of process before, and we take the time to carefully explain the purpose of the project to the employees and to answer any questions they may have. If any of the employees are not available when these first meetings are held, a recorded presentation of the meeting will be made available to them. Employees will then be allowed two weeks to complete the questionnaire. The questionnaires will also be reviewed by each employee's supervisor and returned to MGT within four weeks of distribution.

1.4 Prepare Market Survey, Survey Distribution, and Follow-Up

MGT will prepare the market surveys to gather data for benchmark classifications in the comparable entities. To accomplish this, the Project Manager will work with City representatives to select benchmark classifications. These positions will be chosen based on the criteria of those that are most common in all entities and that cover all the

B. STATEMENT OF METHODS AND PROCEDURES

various pay grades in the City. In addition to job titles, brief position descriptions are included in the market survey to make sure we are receiving salary data for “like” positions in comparable entities. MGT will also use the CompAnalyst tool from Salary.com to gather market data for positions in the Study. The criteria will be determined at the time of analysis.

Note: While MGT will prepare all the materials to be sent out for the market surveys, we have found sending out the survey under the client’s email generates a better/faster response than when it is sent out under our letterhead/name. In addition, the City may be asked to make one follow-up contact with those entities that do not initially respond to the survey request.

1.5 Job Evaluation Analysis and Establishment of Job Classification System

Upon return of the JAQs by the City, MGT will perform the following:

- A. Read each JAQ and corresponding Job Description (up to 42), in their entirety.
- B. Prepare for and conduct a virtual interview with at least one employee from each position to further understand the scope of their job.
- C. Analyzing Data, Assigning Skill Levels, and Establishing a Classification Plan:
Apply a measurement system of job evaluation factors, using nine main factors used in our job evaluation instrument to evaluate the internal/comparable worth of each job classification. Upon completion of the job evaluation measurements, a new Classification Plan will be developed. It is important to emphasize the job, not the qualifications or performance of the incumbents, is being evaluated. Part of this process will include the evaluation of current job titles and the recommendation for any changes, assuring the job title and related recommended pay range matches the employee’s actual tasks.

Note: A formal job evaluation system, such as the one utilized by MGT, is an attempt to objectify the reasons jobs are compensated differently. Most compensation practitioners agree that three basic factors are important in determining compensation. These are: (1) skills required, (2) responsibility, and (3) working conditions. The Equal Employment Opportunity Commission (EEOC) recognizes these three basic factors, along with seniority and performance, as valid determinants of compensation. The nine factors used by MGT are essentially subdivisions of the first three factors mentioned above. In addition, it is MGT’s practice that – under Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and the Age Discrimination of Employment Act (ADEA) – it is illegal to discriminate in any aspect of employment. MGT will not use discriminatory practices on the basis of race, color, religion, sex, national origin, disability, or age when performing a classification analysis. Decisions and recommendations will not be based on stereotypes or assumptions about the abilities, traits, or performance of individuals of a certain sex, race, age, religion, or ethnic group or individuals with disabilities.

Based on the results of the job evaluation process outlined above, assign all classifications to skill levels. Logical breaks in the continuum of points determine the skill levels used for determining the classification system. For example, skill level 1 might contain jobs that scored between 185 and 200 points, skill level 2 between 205 and 220 points, and so on.

B. STATEMENT OF METHODS AND PROCEDURES

Review the results of the job evaluation exercise with City representatives and revise, as necessary.

In addition, MGT will invite Department Heads to participate in an online survey, the Management Issues Process Survey (MIP), as an opportunity to communicate specific concerns related to the City's current classification and compensation system. The feedback collected will augment the Classification process.

Deliverables

- Start Up Documents
- JAQ Form
- MIP Survey

TASK 2.0: DATA ANALYSIS

Activities

2.1 Compiling and Analyzing Market Data and Creating the New Compensation Plan

Tabulate, summarize and analyze comparative market data. MGT's pay tabulations compare the City's salaries for the positions with the minimum and the maximum of the market data for each position, when possible. Data is displayed for each jurisdiction and summarized in an overall table. This data is analyzed to determine the percentage difference between the City's present pay for each position and the market data.

MGT will work with the City to determine the City's policy (or MGT will make a recommendation) with respect to compensation (i.e., 50th percentile, 75th percentile, etc.). Once this is determined, MGT will use the market data to develop and recommend new salary schedules for the City's 80 classifications. This process will include a recommendation regarding how employees are inserted into the new plan and how they move through the proposed pay plan (either via a merit system or a defined merit increment plan), with recommendations for a specific performance-oriented program with respect to salary advancement through the new salary ranges. The salary schedules will outline the specific percentages between ranges and grades.

2.2 Preliminary Analysis Review and Training

MGT will meet with the City to review the preliminary analysis. The preliminary analysis is a draft version of the proposed Compensation Plan. The review can take multiple meetings to ensure that everything is covered and all questions are answered. MGT will also require feedback from the City on certain aspects of the proposed Plan.

MGT will provide **support services at no additional cost** to the City for one year from the date of an executed contract. This will include any communication regarding questions concerning the report.

Deliverables

- Market Data
- Proposed Pay Plan(s)

TASK 3.0: PROGRESS COMMUNICATION AND UPDATES

Activities

- MGT prides itself on our attention to and communication with our clients as the project proceeds. As such, MGT will strive to maintain regular contact with the City's representative and to be available to address the City's questions, concerns, and needs.
- MGT will share updates with the City as requested, and particularly at critical points in the Study. Additionally, the Project Manager will meet with the City's representative and, if requested, other key staff, such as department heads, to review the results of the job evaluation exercise and the proposed new salary schedules.

Deliverables

- Ongoing communication with the City
- Progress Updates

TASK 4.0: DRAFT AND FINAL REPORT PREPARATION

Activities

4.1 A draft report will be prepared by the Consultants and sent electronically to the City that includes:

- Summary of all aspects of the Study, including recommendations, methods, and guidelines for achieving the overall aspects of the Study, as well as recommendations for annual maintenance and review of the new plans.
- Pay ranges that are consistent with the City's pay policy, outlining the pros and cons of each option.
- Implementation plan and cost estimates of implementing the Study's findings and recommendations.

Note: Overtime costs will not be included, and the analysis will be estimates only, with sufficient detail to allow the City to compare various options.

4.2 Once the City's representatives return review comments, a final report will be prepared and sent to the City.

Deliverables

- Draft Report
- Final Report

TASK 5.0: PRESENTATION OF FINDINGS

Activities

The MGT Project Manager will present the finalized plan recommendations and final report to the City.



C. Work Schedule

MGT is available to start this project within four to six weeks of acceptance of the proposal. Based on MGT's experience conducting similar projects, we anticipate the proposed project can be completed within approximately 16 weeks of project initiation, as illustrated in **Exhibit 1**. . The schedule is contingent, however, upon the timely response from the comparable entities supplying the market data, and the employees and supervisors in returning the completed JAQs. Any delays in receipt of this information are beyond the control of MGT and may lengthen the completion of the report.

Exhibit 1. Proposed Schedule

WORK PLAN TASKS	WEEK															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Meet with City representatives to discuss Study methodology and expectations.																
Prepare and distribute market surveys to comparable entities.																
Conduct employee meetings, provide JAQs, and explain the purpose of the Study and the process.																
Return of JAQs and market surveys.																
Reading of JAQs and job descriptions.																
Conduct employee interviews.																
Analyze data; prepare new classification and compensation plans; send draft findings to the City.																
Meet with key City representatives to review preliminary findings.																
Receive comments from City																
Prepare a Draft Report and send it to the City; receive return comments.																
Prepare Final Report.																
Present Final Report to the City.																



D. Fees

*Defined by Impact. Driven by People.
Dedicated to the Community.*

Our cost proposal reflects our interpretation of the written requirements within your solicitation. **We take pride in customizing our client's needs, and we will work with you to ensure our fees are aligned with your expectations and budget.** We have proposed the entire Study be conducted virtually; however, if the City requests any in-person meetings, MGT will provide an additional estimate for travel and related expenses. By conducting our studies virtually, we can provide significant cost savings for our clients.

In keeping with the above statement of our usual practices, we estimate the fixed fee for the entire study to be **\$18,330, plus an additional \$10,500 for job description updates, for a total of \$28,330.** We have listed the cost of our professional fee for each study component below. Payment will be due as follows: 50% of the professional fee will be due after the initial project meeting, and the balance will be billed after the Study is completed. Invoices will be sent to the City and are payable within 30 days of receipt.

Exhibit 2. Proposed Cost by Task

Milestones and Tasks		Professional Hours	TOTAL (\$)
1.0	Meetings and Market Data		
1.1	Study Preparation and Project Meeting	4	\$ 780
1.2	Establishing Comparables	8	\$ 1,560
1.3	Preparing for and Hosting Employee Kick-Off Meetings	2	\$ 390
1.4	Prepare Survey, Survey Distribution, and Follow-up	4	\$ 780
1.5A	Review and Reading of JAQs and Job Descriptions	16	\$ 3,120
1.5B	Prepare for Interviews and Conduct Employee Interviews	22	\$ 4,290
1.5C	Analyze Data, Assign Skill Levels, and Prepare a Classification Plan	6	\$ 1,170
2.0	Data Analysis		
2.1	Compiling and Analyzing Market Data and Creating the New Compensation Plan	8	\$ 1,560
2.2	Preliminary Analysis Review and Training	6	\$ 1,170
3.0	Progress Communication and Updates	4	\$ 780
4.0	Draft and Final Report Preparation		
4.1	Preparing Draft Report	8	\$ 1,560
4.2	Final Report	4	\$ 780
5.0	Presentation of Findings	2	\$ 390
	Total Hours and Cost for Classification and Compensation Study:	94	\$18,330
	Updating 42 Job Descriptions (see Note II below)*	\$250/JD	\$10,500
	Total Price for Study and Job Descriptions		\$28,830

D. FEES

NOTE: If the City accepts our proposal for this project, MGT will provide **support services at no additional cost for one year** from contract execution. This will include any communication regarding questions concerning the report.

NOTE II: Job Descriptions are priced at \$250/description. The City can remove this from the proposal or consider it at a later time to reduce costs. In addition, MGT will provide all job description updates needed and a template to update the job descriptions to the City or MGT can update up to X amount of job descriptions to fit within the City's budget needs.

Optional Services/Cost

PROGRESS REPORTS – It is customary to have periodic telephone conversations throughout the Study to provide progress reports. There will be no charge for these periodic telephone updates.

SITE VISITS – If the City requests any on-site visits, there will be additional costs for the MGT's time and expenses.

JOB DESCRIPTIONS – Updates to existing job descriptions cost \$250 each; new job descriptions, if needed, cost \$300 each. Job descriptions will be completed upon conclusion of the Study and are billed separately.

ADDITIONAL SERVICES – Any additional services not covered in this proposal and requested by the City will be billed at the rate of \$195 per hour plus expenses, including assistance with employee appeals.

This quote is firm and irrevocable for a period of three months, after which prices may increase.



E. References

A leader in classification and compensation studies.

More than one-third of the organizations served by MGT have contracted for multiple projects; we feel repeat business is the greatest testament to our commitment to customer service and client satisfaction. We encourage you to contact any of our references to learn of our professionalism, ability to meet timelines, and the expertise of our staff.

BENSENVILLE, ILLINOIS - CLASSIFICATION AND COMPENSATION STUDY (2023)

MARISOL LEYVA, HUMAN RESOURCES MANAGER
12 SOUTH CENTER STREET, BENSENVILLE, IL 60106
630-350-3401 | MLEYVA@BENSENVILLE.IL.US

CITY OF LOCKPORT, ILLINOIS - COMPENSATION STUDY (2023)

LISA HEGLUND, FINANCE DIRECTOR
CENTRAL SQUARE BUILDING – 2ND FLOOR
222 EAST 9TH STREET, LOCKPORT, ILLINOIS, 60441
815-838-0549, EXT. 2109 | LHEGLUND@LOCKPORT.ORG

EAST MOLINE, ILLINOIS - CLASSIFICATION AND COMPENSATION STUDY (2023)

MERANDA PORTER, MANAGEMENT ANALYST
912 16TH AVE., EAST MOLINE, IL 61244
309-752-1593 | MPORTER@EASTMOLINE.COM

VILLAGE OF FOX LAKE, ILLINOIS - CLASSIFICATION AND COMPENSATION (2024)

JESSICA CHERNICH, VILLAGE ADMINISTRATOR
66 THILLEN DR., FOX LAKE, IL 60020
847-587-3947 | CHERNICHJ@FOXLAKE.ORD

GURNEE, ILLINOIS - CLASSIFICATION AND COMPENSATION STUDY (2024)

CHRISTINE PALMIERI, DIRECTOR OF HUMAN RESOURCES
325 N. OPLAINE ROAD, GURNEE, IL 60031
847-599-7500 | CHRISN@VILLAGE.GURNEE.IL.US

PARK DISTRICT OF HIGHLAND PARK, ILLINOIS- CLASSIFICATION AND COMPENSATION STUDY (2022/23)

BRIAN ROMES, EXECUTIVE DIRECTOR
636 RIDGE ROAD, HIGHLAND PARK, IL 60035
847-579-3119 | BRIANROMES@PDHP.ORG



Appendix A. Staff Biographies

Biographies of our proposed project personnel are provided on the following pages. The personnel described in our proposal are the professionals who will provide the services for this project. We may use additional staff consultants with subject matter expertise to assist with employee interviews if needed.



Rachel Skaggs

Director

Rachel Skaggs is a seasoned Director with over a decade of experience in local government management. Specializing in budget management, economic development initiatives, human resources, and community engagement, Rachel has successfully led more than 50 projects across diverse communities nationwide. Her comprehensive approach ensures that strategic plans promote both internal and external equity, achieving long-term administrative efficiency. Rachel's expertise is backed by her significant contributions to Illinois municipalities, including the Village of Montgomery, the Village of Schaumburg, and the City of Princeton, where she demonstrated fiscal responsibility and strategic leadership in various projects.

In her previous roles as a management analyst, Rachel managed HR tasks, budgeting, and community outreach efforts, consistently fostering vibrant and engaged communities. She is passionate about advancing diversity and inclusivity in municipal decision-making processes, having co-authored articles on women in government leadership and implemented initiatives to enhance citizen involvement. Rachel's commitment to collaboration and trust-building is reflected in her active memberships in professional organizations, contributing to her reputation as a trusted leader in local government management.

Areas of Expertise

- Local Government Management
- Capital and General Budgets
- Economic Development Initiatives
- Human Resources
- FLSA Requirements
- Debt Refinancing
- Contract Negotiation
- Community Engagement

Education

- Master of Public Administration, Northern Illinois University
- B.A., English and Political Science, Northern Illinois University

Professional Development & Speaking Engagements

- Presentation on Females in Local Government:
 - ICMA Conference, Phoenix, Arizona, 2012
 - The Legacy Project
 - ILCMA
- Public Management Magazine article "Women Leading Government," co-authored with Heidi Voorhees
- Public Voices XIII No. 2 article "Advancing Women in Local Government: The Case in Illinois," co-authored with Dr. Kimberly Nelson

Memberships & Affiliations

International City and County Management Association
 Illinois City/County Management Association
 Illinois Public Employer Labor Relations Association
 Princeton Rotary Club
 The Legacy Project

Professional Experience

Princeton, IL, City Manager, 2015-2019
 Village of Schaumburg, IL, Management Analyst, 2012-2015
 Village of Montgomery, IL, Management Analyst; HR Manager, 2009-2012



Katy Yee

Project Manager

Katy Yee has over 25 years of experience in multiple public sector settings, focusing on human resources and administrative management. Katy's human resources areas of concentration have included organizational development, compensation, recruitment and retention, and training and staff development.

The cornerstone of Katy's career is with the DuPage County Government and the DuPage County Health Department. At those organizations, she coordinated and participated in several agency-wide compensation studies utilizing and applying the Korn-Ferry (formally Hay Group) methodology. While working in public health as Director of Organizational Development, Katy was directly responsible for the areas of quality improvement, compliance, and accreditation. In addition, she led agency-wide initiatives focused on integrating services and improving client access to care. Some of these initiatives included redesigning client intake processes, supporting the implementation of an electronic medical record, and ensuring compliance with ACA requirements.

Most recently, Katy worked with Elgin Community College and the Forest Preserve District of Kane County. These opportunities highlighted Katy's ability to engage in and contribute to organizational effectiveness in a variety of public sector settings. Her broad depth of knowledge, professionalism, and approachable style have enabled her to build relationships at all levels within each organization and provide relevant, practical, and valuable human resources support.

Katy's philosophy on human resources and organizational development has always been that of a "business partner" – she truly enjoys working on solutions that help to support the operational needs of the organization.

Areas of Expertise

- Korn-Ferry methodology
- ACA compliance
- Accreditation
- Services Integration
- Client care access
- Client intake processes
- Medical records protocols
- Classification and Compensation Project Management

Education

- B.A., Urban Studies, Elmhurst College
- Certificate, Marketing Analytics, Udacity

Certifications

- SHRM-CP, Society for Human Resources, Certificate
- Time Management Trainer, Certificate

Memberships & Affiliations

Society for Human Resources (SHRM)

Illinois Park and Recreation Association (IPRA)

Professional Experience

Forest Preserve District of Kane County, Geneva, IL; Director of Human Resources

Elgin Community College, Elgin, IL; Director of Compensation and Talent Acquisition

DuPage County Health Department, Wheaton, IL; Director of Organizational Development; Human Resources Manager

DuPage County Government; Interim Director of Human Resources, Human Resources Manager; Human Resources Supervisor; Human Resources Generalist and Recruitment Specialist



Rachel King

Project Manager

Rachel King is a Classification and Compensation Project Manager with over eight years of experience in human resource management. She has successfully developed and implemented HR strategies that align with business objectives, working on more than 30 classification and compensation projects for clients ranging from small municipalities to larger entities with populations over 200,000. This diverse experience has allowed her to create tailored solutions that enhance both employee engagement and organizational effectiveness.

Beyond classification and compensation, Rachel has analyzed performance evaluation systems, assessed benefit data, and developed best practices for diversity, equity, inclusion, and belonging (DEIB). Her work spans various clients, including municipalities, county governments, park districts, and nonprofit agencies, equipping her with insights into their unique challenges. Her strategic approach helps craft job descriptions and performance metrics that support organizational goals while fostering employee satisfaction.

Rachel holds a Bachelor's degree in Business Administration from Southern New Hampshire University. Prior to her current role, she was a Human Resources Manager for the startup technology company cove.tool, overseeing areas such as recruiting and employee relations. Passionate about creating inclusive workplace cultures, Rachel achieved the Great Place to Work certification, reflecting her dedication to fostering a positive and engaging environment for all employees.

Areas of Expertise

- HRIS & ATS
- Benefits Administration
- Performance Management
- HR Strategy Creation & Execution
- Onboarding & Offboarding
- Training & Leadership Development
- Employee Relations Management
- Policy Development
- Project Management
- Compensation Management
- Employee Retention
- Employee Engagement & Satisfaction

Education

- B.S., HR Management, Southern New Hampshire University

Selected Project Highlights

Hawkeye Community College, IA <i>Classification and Compensation Study</i>	Navajo Tribal Utility Authority, AZ <i>Classification and Compensation Study</i>
Livingston County, MI <i>Classification and Compensation Study</i>	Rhode Island Housing, RI <i>Executive Compensation Survey & Analysis</i>
Livingston County Community Mental Health, MI <i>Classification and Compensation Study</i>	Tampa Housing Authority, FL <i>Classification and Compensation Study</i>

Work Experience

MGT Impact Solutions, LLC, Project Manager, 2022-present

cove.tool, HR Manager, May 2021-March 2022

Edward Jones, HR Generalist, June 2019-May 2021; Office Manager/Retirement Specialist, February 2016-June 2019



Alice Bieszczat

Classification and Compensation Specialist

Alice Bieszczat is a seasoned Classification and Compensation Specialist with over 25 years of diverse experience across the private, non-profit, and public sectors. Over the past decade, she has spearheaded or contributed to over 120 Classification and Compensation Studies across 15 states, collaborating with municipalities, counties, park districts, special services agencies, and non-profit organizations. Her expertise spans union, non-union, management, technical, and administrative positions, showcasing her adaptability to various organizational structures and complexities.

In addition to her extensive consulting background with firms like Voorhees Associates and the PAR Group, Alice has provided non-profit consulting services for esteemed institutions such as the Ann & Robert H. Lurie Children's Hospital of Chicago and the Archdiocese of Milwaukee. Her recent projects have involved Classification and Compensation Studies in multiple states, highlighting her broad geographic reach and comprehensive approach to human resources consulting. Prior to her consulting roles, Alice contributed to transportation innovation research published in reputable journals and national media outlets and led fundraising efforts at Lurie Children's Hospital, demonstrating her multifaceted skill set and dedication to driving positive organizational change.

Areas of Expertise

- Classification and Compensation Studies
- Human Resources Consulting
- Non-Profit Consulting
- Municipalities, Counties, Park Districts, and Special Services Agencies
- Union and Non-Union Environments
- Management, Technical, and Administrative Positions
- Transportation Innovation Research

Education

- M.P.S., DePaul University
- B.S., Mathematics, DePaul University

Professional Development & Speaking Engagements

- Published Research on Transportation Innovations in Transportation Research Journal and Transport Policy
- Lecturer on Transportation Innovations

Professional Consulting

Aurora Healthcare and the Archdiocese of Milwaukee
Ann & Robert H. Lurie Children's Hospital of Chicago
North Shore Senior Center
Logan Square Neighborhood Association

Professional Experience

Chaddick Institute of Metropolitan Development DePaul University, 2009-2012
Lurie Children's Hospital of Chicago, 2005-2008
American Diabetes Association, 2004-2005
Accelerated Fundraising Solutions, 2000-2003
Sprint Cellular/Alltel, 1996-2000



Julie Hawkins

Classification & Compensation Specialist

Julie Hawkins is a seasoned Classification and Compensation with MGT, bringing over 30 years of experience in local government administration and human resources. Throughout her career, Julie has successfully led more than 25 Classification and Compensation Studies in the past year alone, with numerous additional studies completed over the years. Her expertise encompasses a wide range of HR functions, including personnel policy and job description creation and updates, recruitment, and staffing studies. Julie's collaborative approach has allowed her to work effectively with elected and appointed officials across various municipalities, parks, libraries, and water agencies.

Julie is dedicated to the public sector, understanding its critical role in daily life. She is an accomplished speaker and trainer, having presented on topics such as hiring and onboarding, performance management, HR compliance in the public sector, I-9 compliance, and ethics programs. Julie has also contributed significantly to professional organizations by serving on boards and organizing events for annual conferences. Her academic credentials include a Master of Arts in Public Administration from Northern Illinois University and a Bachelor of Arts in Public Administration and Political Science from Augustana College.

Areas of Expertise

- Classification and Compensation Studies
- Personnel Policy and Job Description Creation and Updates
- Recruitment and Staffing Studies
- Human Resource Compliance in the Public Sector
- Hiring and Onboarding Processes
- Performance Management
- Training and Development

Education

- M.P.A., Northern Illinois University
- B.A., Public Administration & Political Science, Augustana College

Memberships & Affiliations

International City/County Management Association (ICMA) – Annual Conference Committee
 Illinois City/County Management Association (ILCMA)
 Illinois Association of Municipal Management Assistants (IAMMA) – Past President
 Society for Human Resource Management (SHRM)
 Illinois Public Employer Labor Relations Association (IPELRA)
 Illinois Association of Park Districts (IAPD/IPRA)
 Illinois Library Association (ILA)
 Illinois Government Finance Officers Association (IGFOA)

Professional Experience

Sikich LLP, Human Resources Consultant, 2009-2017
 CCF Consulting, Public Sector Human Resources Consulting Services, Owner, 1996-2009
 Village of Carol Stream, IL, Assistant to the Village Manager, 1989-1996
 Village of Elk Grove, IL, Village Manager's Office, Administrative Assistant, 1987-1989
 City of Rock Island, IL, Administrative Intern, 1986-1987

MGT



GovInvest Live Compensation Benchmarking Software

Dalton Piecukonis

Senior Account Executive

daltonp@govinvest.com

(785) 383-8417

City of Pekin, IL

Wage and Compensation Study

Proposal to provide an instant, forward-looking Live Compensation Solution that supports your labor, classification, and compensation goals and philosophy.



GovInvest Inc.
8605 Santa Monica Blvd
PMB 52465
West Hollywood, CA 90069
(310) 371-7106
GovInvest.com

Oct 31, 2024
City of Pekin, IL
111 S Capitol St, Pekin, Illinois 61554-4096, USA

Please find attached our response to RFP Wage and Compensation Study. Let me state up-front that this may be considered a non-compliant bid.

Our clients think we have a better way. By shifting your focus from the traditional consulting approach you outlined in the request for proposal to the use our software, we believe that you can solve your problem and get you the data you need in a more cost-effective way while extending the value of your investment into the future.

As highlighted on the following pages, we propose that you review and evaluate our Live Compensation solution as an enhancement to or possibly as a replacement for the services requested in your RFP. Our innovative solution not only allows you to quickly view and analyze compensation data as it happens, but the information is updated with relevant comparators on an ongoing basis – meaning you will always have accurate and timely compensation information.

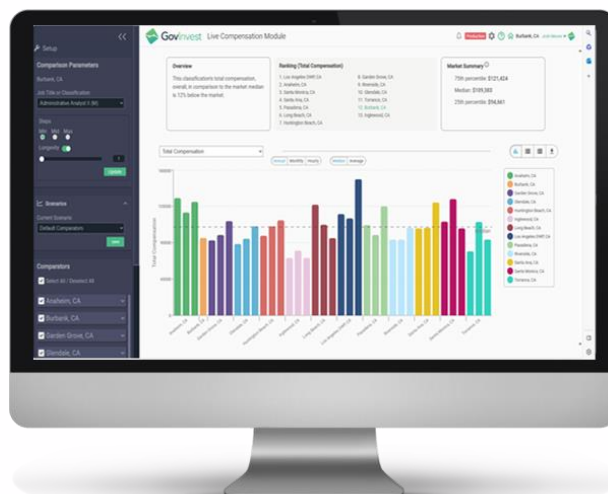
We have helped over 1,000 public agencies like yours. By combining technology with subject matter expertise and real time competitor data, GovInvest delivers a more comprehensive and relevant solution that is updated in real-time and can grow with you into the future.

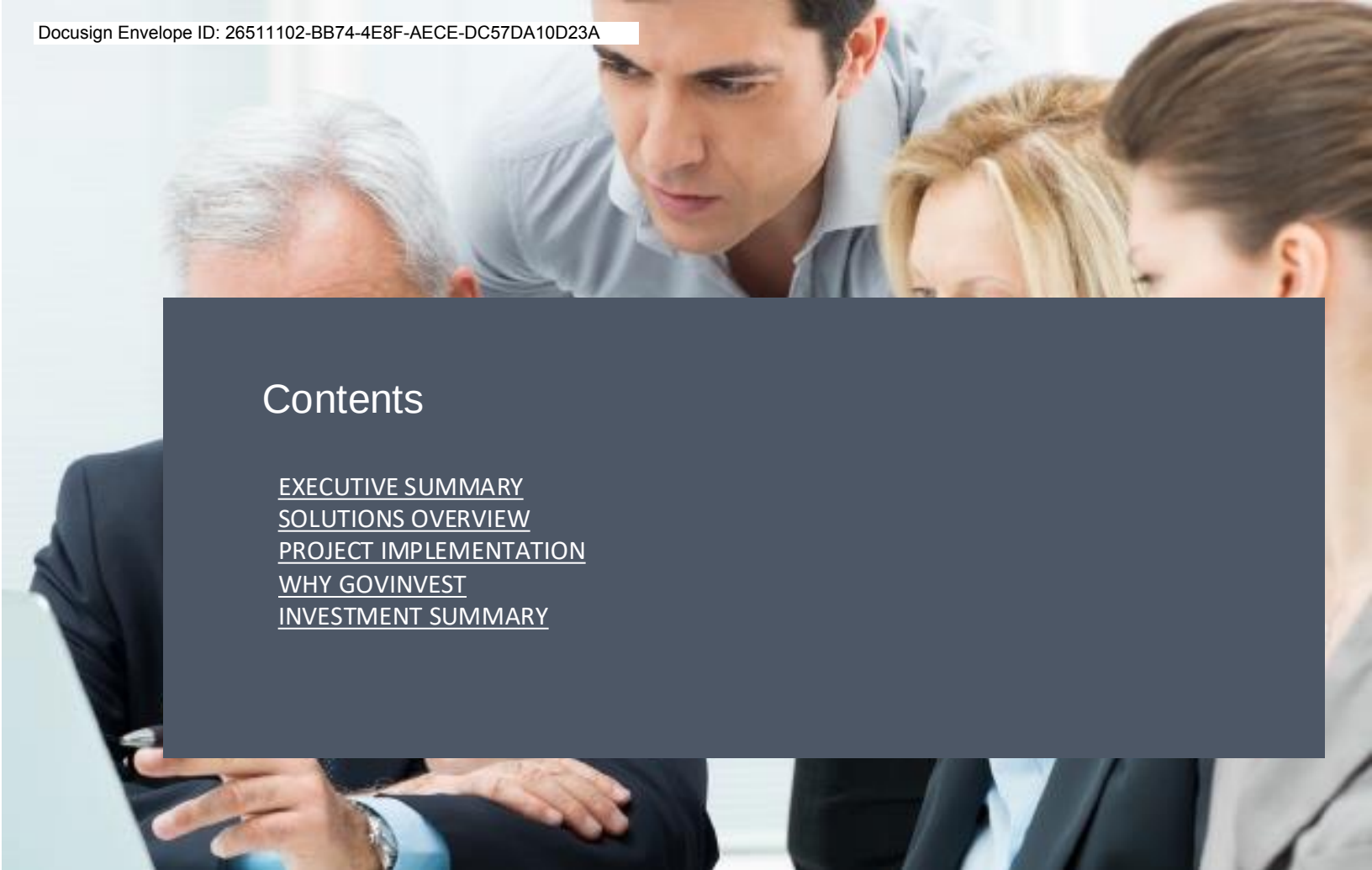
On behalf of our entire team, we appreciate your time and review of our solution. We are proud of what we have done for the public sector governments.

Sincerely,

Dalton Picukonis

DocuSigned by:
Dalton Picukonis
44C597580FC4485...





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PROJECT IMPLEMENTATION
WHY GOVINVEST
INVESTMENT SUMMARY

“

"While we've done our own salary research in the past, with GovInvest, we were able to compare total compensation packages for the first time. The report was easy to read, it was easy to interpret, and it was what we needed. It was great for us."

Human Resources Director

“

"We wanted to be able to benchmark our compensation, and we also just wanted to be able to have that information in one place, so we could do our internal parity analysis and have the details that we need to do that."

Director of Administrative Services

“

"We leverage the labor aspects to increase transparency and enhance cooperation during negotiations. They find it easier to work together towards a compromise with accurate costing data and info-graphics."

Finance Director

Executive Summary

Competition for employees is fierce. Attracting the right people with the passion, dedication and skills that are required to make government operate smoothly is more important now than it ever was. The workforce is more mobile than ever. Being able to ensure that your agency is providing attractive and competitive compensation packages is not a static target.

Agencies have traditionally relied on advisory reports with a “snapshot in time” of agency costs, compensation comparables, and agency financial health. There are several challenges that make this traditional approach ineffective:

Is your data accurate? Collecting data often takes 2-3 months to collect before it can be assessed and then populated into a report. A lot can change due to market volatility and economic conditions. A small percentage change can represent millions, if not tens of millions of dollars over a 3-5 year period.

Are you maximizing the value of your investment? Nearly 50% of the costs of many advisory engagements are simply data collection. Without contextualizing the data, the data itself creates no value. Worse yet, all that data quickly becomes outdated and “thrown away” so the process repeats every time the data set is required.

Can you get the answers when and where you want? Static data can only capture so many scenarios but how often do assumptions change or additional scenarios get introduced into your processes?

You can no longer be effective looking at key data once per year or, in some cases, every 3-4 years. Labor markets, inflation, and investment change too quickly and too often for traditional methods. There is a better way.

To meet these challenges, you need a software solution that allows you to quickly evaluate compensation comparator information so challenges can be identified before they become crises. Strategies need to be evaluated through extensive What-if modeling and graphic analysis so plans can be developed to fit fiscal budgets while minimizing market competitiveness.

There's A Better Way To Manage Compensation

GovInvest Live Compensation is a comprehensive software applications to support compensation benchmarking and analysis.

WHAT GOVINVEST CAN DO FOR YOU

Real-Time Data Analysis: Welcome to the heart of our Live Compensation Module — Real-Time Data Analysis. This feature provides you with instant insights into your workforce's compensation dynamics, allowing for informed decision-making and strategic planning. View and analyze compensation data as it happens, ensuring you are always working with the latest information. Tailor your analysis to focus on specific areas of compensation, such as salary, benefits, special pays, and more. Navigate user-friendly dashboards that make complex data easy to understand, empowering you to make quick, data-driven decisions.

Compensation Benchmarking: Our Live Compensation Module includes robust compensation benchmarking tools, empowering your organization to stay competitive in the market. Compare your compensation practices against industry standards, ensuring that your workforce is rewarded competitively. Access locality-specific compensation benchmarks to gauge your competitiveness. Compare compensation for specific roles against industry averages. Identify emerging trends in compensation practices within the public sector.

Agency Comparisons: Our software solution allows you to compare compensation practices with other agencies in your locality. Identify best practices, assess competitiveness, and optimize your compensation strategy to attract and retain top talent. Benchmark compensation against agencies within your locality. Learn from successful agencies and incorporate best practices into your compensation strategy. Tailor comparisons based on specific criteria such as size, location, and position.

Budget, Planning, and Negotiations: Additionally, the software includes powerful tools for budget allocation, planning, and negotiations. Empower your organization with dynamic budgeting capabilities and strategic negotiation support to ensure financial success. Adjust compensation budgets in real-time based on organizational needs. Plan for future compensation changes with comprehensive tools. Access data-driven insights to facilitate strategic compensation negotiations.

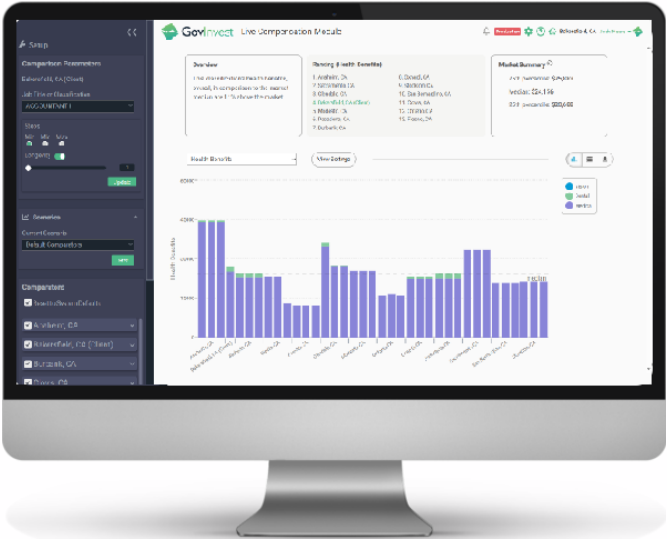
Solutions Overview

Live Compensation Software Module – Empowering Your Workforce Management

Reviewing compensation data every 3 – 5 years is no longer adequate. With recruitment and retention becoming even more challenging, live compensation data allows you to provide candidates with offers that are competitive and strategically positioned.

Revolutionize your agency's compensation management with GovInvest's cutting-edge Live Compensation Software Module. Designed to streamline and simplify the complex process of managing employee compensation, this module offers a comprehensive solution that ensures accuracy, transparency, and efficiency in every aspect of compensation planning.

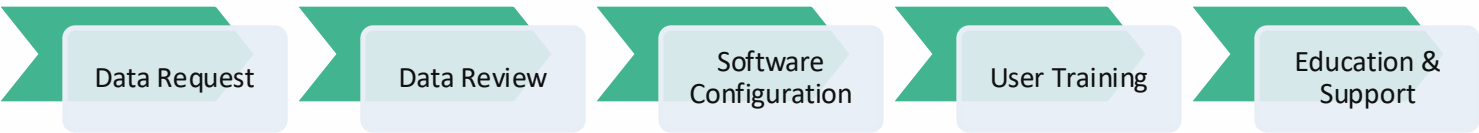
GovInvest's Live Compensation Software Module empowers your HR team to make strategic decisions backed by real-time data, while ensuring that your employees are rewarded fairly and in accordance with market rates.



The Future of Compensation Management

- ✓ **Improve Recruitment & Retention:** A customized compensation benchmarking tool to assist you in the analysis you need during negotiations, hiring, and other scenarios.
- ✓ **Leverage Visual Software:** Utilize powerful, visual technology to analyze market compensation data and drive understanding with stakeholders.
- ✓ **Reduce Staff Time:** Benchmark against relevant agencies with ease and manage all supporting data in one place. We perform job matching based on job duties, not just job titles.

Lightning-Fast Implementation



Project Implementation

Project Implementation and Software Installation and Configuration

GovInvest has the ability to implement our Live Compensation software in a very short period of time. Not only will the implementation process be expedited, but it will result in a data set and training process that you can be confident in.

Sample Project Timeline:

Anticipated Timing

Live Compensation Benchmarking Kickoff Meeting	
Review Scope of Work, roles, and project schedule with project team. Do review of required data that is needed.	30 Days
Implementation	
Client provides or agrees to list of comparators, positions, and other requested data.	Week 1
GovInvest initiates data collection process.	Week 1
Client check-in review of initial data and any additional data needed.	Week 2
GovInvest delivers Live Compensation Module.	Week 6
GovInvest and Client’s Project Sponsor meet to review results and sign-off.	Week 7
System Go-live	Week 8

Why GovInvest

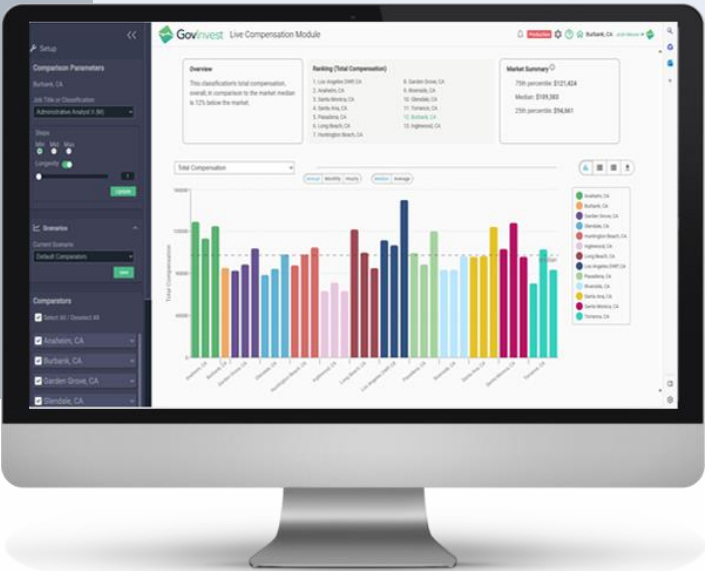
GovInvest’s enterprise solutions are designed specifically for local and state governments. Our cloud- based software allows agencies to run their own analysis to prepare for ever-changing employee and benefits. The innovative technology not only saves time and money, but also empowers stakeholders to make better-informed decisions up to 30 years ahead. With GovInvest, you have the power to know what happens before it happens.

WHAT ARE THE KEY BENEFITS?

GovInvest can help your agency elevate and expedite the whole process of planning, forecasting and budgeting by:

- Eliminating old-fashioned spreadsheets
- Increasing accuracy for confident decision-making
- Automating the forecasting and scenario planning process
- Increasing transparency and trust across departments with visual graphs
- Projecting labor costs with instant analysis and measuring changes in workforce

GovInvest subscription also includes a popular monthly webinar series, annual user summits, technical consultations, ongoing software updates and product demonstrations.

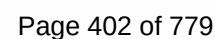


Introducing GovInvest Live Compensation Software

A Cutting-edge Solution for Modernizing and Optimizing Public Sector Compensation Management

Value Added	 GovInvest	Traditional Salary Study
1 One-Time Salary Comparison	✓	✓
2 Semiannual Data Refresh Make informed decisions swiftly, keeping pace with the job market	✓	N/A
3 Instant Benefits Comparison Insurances, PTO, Special Pays, Pensions, Etc.	✓	N/A
4 User-Friendly Interface Live access to data for your agency and comparators	✓	N/A
5 Negotiation Optimization Insights Equitable and effective labor agreements	✓	N/A
6 Real-time Reporting Export your data on the fly for FOIA and records requests	✓	N/A
7 Accurate Data Analysis Lower the risk of costly errors in manual compensation calculations	✓	N/A
8 Visualization of Key Analytics Anticipate market trends, rather than react to them	✓	N/A

*Includes 100 classifications and 5 comparator agencies.
*Full compensation study available on request and dependent on scope.



Your Subscription Includes A Dedicated Team

The GovInvest team works with you to prioritize deadlines and provide periodic updates during the onboarding process. We review and upload all the information for you. We just ask that you collect or download plan and census information to help model your plan's information. The presentation of this information is on a user-friendly cloud-based software.

GovInvest is the pioneer of financial forecasting technology, and your data displayed is the result of years of experience and client feedback. We are passionate about the work of governments, which drives how we develop our technology.



Point of contact for contracts
and new modules
daltonp@govinvest.com



Product Team for data
updates and software
enhancements
Product@govinvest.com



Support Team for
technical support
Support@govinvest.com

TECHNICAL SUPPORT

We will provide Technical Support to you via both telephone and electronic mail on weekdays during the hours of 9:00 a.m. through 5:00 p.m. Pacific Standard Time, with the exclusion of Federal Holidays ("Support Hours").

You may initiate a help desk ticket during Support Hours by calling **310-371-7106** or any time by emailing support@govinvest.com. We typically respond to all help desk tickets within one (1) business day.



Proposal To Serve:



Compensation Services



CBIZ Compensation Consulting

721 Emerson Road, Suite 400

St. Louis, MO 63141

(314) 692-2249

October 30, 2024

Shelly Costa
Human Resources Director
City of Pekin, Illinois
111 South Capitol Street
Pekin, Illinois 61554

Dear Shelly:

In response to your request for proposal for a Wage and Compensation Study, CBIZ Benefits & Insurance Services, Inc. d/b/a CBIZ Compensation Consulting ("CBIZ" or "the Firm") is pleased to present the following proposal describing how we can provide assistance to the City of Pekin ("the City").

In serving the City, we will provide you with the highest quality of professional service. We will bring extensive resources, experience, fresh ideas and approaches, responsiveness to your interests, and sound judgment.

We are excited about this opportunity and look forward to working with you. Please let me know if you desire any additional information or explanation.

Sincerely,

A handwritten signature in black ink, appearing to read "Ryan R. Blackwell".

Ryan Blackwell, CCP
Director, Compensation Consulting
(314) 692-5801
rblackwell@cbiz.com
721 Emerson Rd, Suite 400
St. Louis, Missouri 63021

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A. About CBIZ

CBIZ Benefits & Insurance Services, Inc., doing business as CBIZ Compensation Consulting, will assist the City on this engagement. CBIZ Benefits & Insurance Services, Inc. is a wholly-owned subsidiary of CBIZ, Inc.

CBIZ, Inc. (NYSE: CBZ) is a \$1.4 billion professional services company headquartered in Cleveland, Ohio. CBIZ is the largest provider of multi-specialty professional service offerings to organizations of all sizes. We offer employee benefits consulting, executive search services, compensation consulting, valuation assistance, retirement plan services, payroll, property & casualty insurance, tax services, and many other services from over 120 offices and through more than 6,500 associates located throughout the United States. CBIZ Compensation Consulting is headquartered in St. Louis, Missouri, and was established in 2003.

A. Service Team

Our Firm's ability to provide quality, efficient and timely service is largely dependent upon the skills and experience of our people. We are proud to present a team of individuals who have a proven record of bringing the necessary blend of technical competence, industry experience, innovative ideas and suggestions, and value-added services to our clients. Our philosophy of utilizing highly experienced personnel allows us to perform extremely efficiently and enables us to provide unmatched quality.

Ryan Blackwell, Ed Rataj, Carrie Blackwell, Jennifer Fischer, Jason Holdener, Taylor Sprague, Adam Reckamp, Tyler McClure, Grant Gardiner, Gaby Davidson, and Joe Kurtz will be responsible for the services provided. Professional summaries for each individual are presented in the appendix of this proposal. The service team will be assisted by other qualified human resources consulting professionals, as necessary.

Consulting Director

Ryan Blackwell

Ryan will lead and oversee all aspects of the project and serve as the primary client contact. He has 11 years of experience conducting classification and compensation studies.

Senior Managing Director

Ed Rataj, CCP, CECP, ACCP, MCCP

Ed will provide strategic oversight for the project as the head of the compensation consulting practice. He has 28 years of experience conducting classification and compensation studies.

Project Managers

Carrie Blackwell and Jennifer Fischer, SHRM-SCP

Carrie will lead the day-to-day project activities, providing guidance, timeline management, and quality control to consultants. Jennifer will serve as the lead for the job architecture and job description processes. Carrie has over 20 years of experience in managing compensation projects. twenty-five years of experience in providing compensation and HR consulting services as an external consultant, as well as internally within corporate management teams.

Data Scientist

Jason Holdener

Jason will serve as an analytical subject matter expert (SME), overseeing all statistical methods and complex data interpretation. In addition to ensuring that the project follows robust statistical practices, Jason will be responsible for providing actionable insights for implementation and optimizing compensation strategies.

Consultants

Taylor Sprague, Adam Reckamp, Tyler McClure, Grant Gardiner, Gaby Davidson, Joe Kurtz, and Andrew Fyffe

Taylor, Adam, Tyler, Grant, Gaby, and Joe will provide day-to-day technical and client service, assisting with all facets of the compensation analyses. Consultant experience ranges from 1 to 6 years.

Compensation Experts in the Public Sector

At CBIZ, we are dedicated to delivering innovative and customized compensation consulting solutions. Our team brings a wealth of experience and a deep understanding of diverse compensation landscapes. We pride ourselves on our ability to align compensation strategies with organizational goals, ensuring that our clients attract, retain, and motivate top talent. Our approach is rooted in comprehensive market analysis and a keen awareness of industry-specific challenges and opportunities.

In the public sector, we recognize the unique balance between taxpayer interests and the need to offer competitive compensation packages. CBIZ focuses on creating equitable and transparent compensation structures that comply with regulatory requirements while addressing the specific needs of public service professionals.

At CBIZ, our commitment to excellence is unwavering, regardless of the industry. We partner with our clients to navigate the complexities of compensation planning, ensuring that their strategies are not only effective but also forward-thinking. Our team is dedicated to providing solutions that are tailored to the unique needs and objectives of each client, guaranteeing a partnership that fosters organizational success and growth.

Client List

Following are other public clients to whom CBIZ has recently provided services similar to those requested by the City:

- American Bottoms Regional Wastewater Treatment Plant, Illinois
- Arkansas Game and Fish Commission
- City of Bristol, Tennessee
- City of Chesterfield, Missouri
- City of Fenton, Missouri
- City of Frontenac, Missouri
- City of Ladue, Missouri
- City of Lansing, Kansas
- City of Manchester, Missouri
- City of Nixa, Missouri
- City of O'Fallon, Illinois
- City of Ottawa, Kansas
- City of Overland Park, Kansas
- City of Perryville, Missouri
- City of Paducah, Kentucky
- City of Spring Hill, Kansas
- City of St. Charles, Missouri
- City of University City, Missouri
- City of Wentzville, Missouri
- Grand Strand Water and Sewer Authority (SC)
- Harris County, Texas
- Kansas Public Employees Retirement Systems
- Missouri Dept of Transportation & Patrol Employees Retirement System
- Municipal Employees Retirement System of Michigan
- Missouri State Employees' Retirement System
- Mount Pleasant Waterworks (SC)
- Ohio Police & Fire Pension Fund
- Ohio Public Employees Retirement System
- Pima County, Arizona
- Perry County, Missouri
- Public School & Education Employee Retirement Systems of Missouri
- State of Missouri
- St. Charles County, Missouri
- St. Francois County, Missouri
- Ste. Genevieve County, Missouri
- St. Louis County, Missouri
- Virginia Retirement System

A. Client Responsibilities

Data Provision

- Provide the data request items, primarily consisting of complete employee data, all necessary job descriptions, organizational charts, and any other relevant documentation at the outset of the project.

Project Team Participation

- Assign internal team members who will actively participate in the project, attending meetings and contributing to the discussions.
- Facilitate internal coordination among various departments to ensure smooth information flow and decision-making.
- Provide timely decisions and approvals to keep the project on schedule.

Job Analysis Questionnaire

- Review and test web-based job analysis questionnaire (JAQ).
- Announce the JAQ Process to employees.
- Encourage participation, if needed.

Review and Feedback

- Review the draft compensation philosophy document and provide feedback.
- Actively review and comment on draft deliverables; engage in collaborative discussions to finalize the compensation plan.
- Offer guidance and input on any presentations or communications extending beyond the project team.

Implementation and Training

- Take responsibility for implementing the compensation strategy and adjustments as recommended at the conclusion of the project.
- Ensure relevant staff attend training sessions provided by CBIZ to understand the compensation plan and tools.

Post-Project Data Management

- Regularly monitor and adjust the compensation plan as needed, based on changes within the organization and the external market.
- CBIZ will provide annual recommendations to support this process.
- CBIZ can support the ongoing benchmarking of jobs through ad hoc services. Ad hoc services are subject to additional fees.

Compliance and Legal Obligations

- All recommendations provided should be thoroughly reviewed by your internal legal team. Our guidance is provided based on our expertise in compensation consulting and does not constitute legal advice. It is essential that your legal counsel assesses these recommendations in the context of your organization's specific legal and regulatory framework.

B. Statement of Methods and Procedures

It is our understanding that the City is seeking a qualified compensation consulting firm to assist in reviewing and updating its formal market-competitive compensation plan for its employees.

In an effort to meet the City's needs, CBIZ proposes to conduct the project steps detailed on the following pages. The objective of the study will be to provide the City with a compensation plan that will continue to accurately reflect job roles and responsibilities, establish an organizational structure that is flexible in order to accommodate the City's growth and is well-aligned with its broader goals and strategies.

Phase I: Project Launch

Planning Discussion

Objective: To discuss foundational aspects of the project including compensation philosophy, market placement strategy, and project goals.

- Conduct a virtual meeting with the internal project team to discuss foundational aspects of the project, such as:
 - The compensation philosophy, including defining the market placement strategy and competitive labor market(s) in terms of geography, industry, and size of organization.
 - Differentiation or segmentation whereby segments of the workforce may warrant a separate compensation philosophy or special needs.
 - Current program strengths, areas for improvement, key challenges, and culture.
 - The ideal competitive positioning of various rewards components, such as base salary, total cash compensation, and benefits.
 - The organizational structure, hierarchy of jobs, and ability for employees to advance through the organization.
 - The project goals and schedule, including key dates with employees, leadership, and governing bodies.

Data Collection and Reconciliation

Objective: To collect and assess necessary data for project accuracy and to reflect current job titles and supporting documentation.

- Issue a data request outlining the specific items required for the project. This will encompass organization scoping metrics, employee census information, current pay practices and programs, existing job documentation, organizational charts, and internal equity considerations.
 - The data request is included for reference as Appendix B.
- Collect data that represents a specific point-in-time snapshot of the organization.
- Thoroughly review the collected data to verify completeness and identify any discrepancies. This step is crucial to ensure the new compensation plan is based on current and accurate job titles and supporting documentation for each employee included in the plan.
- Cross-check submitted job descriptions with employee job titles. Confirm that a relevant job description exists for each employee and that all job descriptions are current and valid.

Phase II: Classification

Job Analysis Questionnaire

Objective: To collect comprehensive information about each role, enabling participation in the process and ensuring alignment with job responsibilities.

- Distribute a web-based job analysis questionnaire (JAQ) to employees to collect current job duties and responsibilities.
- The JAQ may be valuable for the following reasons:
 - The JAQ is designed to collect comprehensive and current information about each role covered in the scope of the analysis, ensuring our compensation evaluation aligns with actual job responsibilities and requirements.
 - Provide employees with an opportunity to participate in the process and communicate directly with the consultants.
- The following steps elaborate the JAQ process:
 - Provide a draft JAQ for review and opportunity to propose edits.
 - Provide draft communications to announce the JAQ process and expectations to supervisors and employees.
 - Launch a web-based JAQ directly to employee email addresses. Paper-based JAQs are available as well if needed for segments of the employee population.
 - Completed JAQs are electronically routed to supervisors for review and comment. Supervisors cannot change the employee submissions but will have the opportunity to provide clarifying comments and other helpful information.
 - The timeframe is expected to last three weeks, which in our experience blends the right amount of urgency to complete with time to do so thoughtfully.
 - Completed JAQs can also be used to support overtime classification eligibility under the Fair Labor Standard Act (FLSA) and identify essential duties helpful to Americans with Disabilities Act (ADA) compliance.
- Having valid job documentation is critical to this process. As such, there is no additional cost to perform this step.

Job Architecture Framework

Objective: To design and implement a comprehensive Job Architecture Framework that aligns job roles, titles, and levels with the organization's strategic goals, enhances internal equity, and ensures market competitiveness.

- Conduct planning meetings with the project team to discuss initial views and goals of job architecture.
- Evaluate current data and propose an initial framework for the following design components:
 - Job families that are broad occupational categories that group closely related jobs to aid organizations in peer comparisons and career paths/progression.
 - Job functions that are more narrowly defined occupational categories within a job family that further enhances the peer comparison and career paths/progression.
 - Job categories or “career streams” (e.g., management, professional, business support) that are broad categories to be able to more easily compare across the job families and functions where there are peers within other disciplines that should be considered for various things such as pay equity or career paths.
 - Career levels (e.g., entry, intermediate, advanced) that are consistent definitions across the organization on select compensable factors which describe the level of scope, impact, problem solving, complexity, collaboration, and management along with the typical profile of education and experience required or preferred to be fully competent in a position.
- Solicit feedback on the initial design.
- Build out career level details and matrix.
- Slot current roles into the career level structure based on a review of job content.
- Seek feedback regarding job and employee slotting.

- Identify career promotion opportunities for each classification.
- Give recommendations on staff alignments, reporting relationships and organizational structure.
- Discuss how job architecture can be used to support HR related processes, such as the drafting and classification of new positions.

Update Job Descriptions

Objective: To standardize job descriptions accurately based on revised job content.

- Review of the existing format and discuss opportunities for refinement.
- Discuss with the City the validity of current job descriptions and the degree to which they should serve as a guide for revisions.
- Utilize the job content collected in prior steps to draft updated job descriptions for each position covered in the scope of the project.
 - Based on the recommended reclassifications, job titles will be revised or consolidated. Additionally, job titles will be separated or increased to better reflect levels within the organizational hierarchy.
- Update job descriptions to follow a standardized format that will:
 - Assist with the collaborative process of identifying reasonable accommodations under the Americans with Disabilities Act (ADA).
 - Contain supporting and relevant information to determine overtime exemption status under the Fair Labor Standards Act (FLSA).
- Deliver draft job descriptions and solicit feedback for revisions (assumes one set of revisions).
- Provide final job descriptions in an electronic format and provide a job description template to be used in the development of future job descriptions.

Recommend Employee Review and Appeal Process

- Provide a mechanism in which employees can flag their position classification results for re-evaluation.
- CBIZ will work with the City to design this process, but the process should originate internally before being routed to CBIZ for review.
- The employee appeal should include some rationale from the employee stating the employees' cause for appeal.
- Appeals must be submitted within 30 days of plan adoption.

Phase III: Market Research

Custom Compensation Survey

- Conduct a survey of compensation practices in which a group of pre-approved peer municipalities and government entities will be invited to participate and provide data.
- Collaborate to determine defensible, comparable entities against which the City should be compared. It is anticipated that a maximum of fifteen (15) entities will be selected.
- Peer organizations will be more inclined to respond if the survey is shorter and more straightforward. Therefore, while all or nearly all jobs are expected to be included in the survey, the exact number of benchmark jobs will be jointly agreed upon by CBIZ and the City.
- Distribute the survey instrument to the selected organizations for gathering salary information pertaining to the chosen benchmark jobs.
- Peers will be instructed to match their jobs to the predefined survey roles by comparing job responsibilities, rather than just job titles.
 - Utilizing this method ensures more accurate job matching compared to relying solely on publicly available or sunshine-requested data.

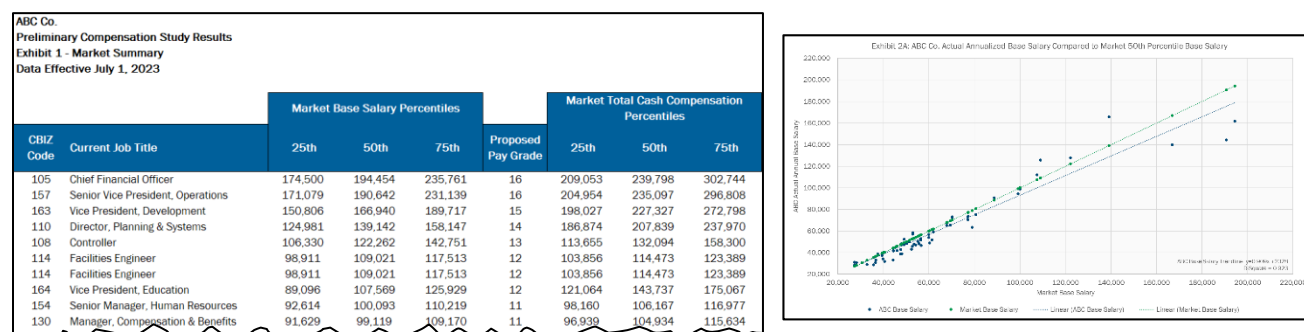
- Solicit participation from the peer organizations throughout the survey process to encourage and secure participation.
- Review the survey submissions to validate data and identify gaps; initiate follow-up discussions for clarification, as necessary.
- Compile a comprehensive yet straightforward summary, which will be shared with both the City and the survey participants. Individual participant data will remain confidential to safeguard anonymity, boost participation rates, and avoid any perception of anti-competitive practices.

External Market Analysis

Objective: To conduct a comprehensive compensation benchmarking analysis for all of the City's jobs (80 job titles included), ensuring industry comparisons are relevant and accurately tailored to the specific roles and responsibilities of each job.

- Conduct published survey benchmarking analysis to collect and document competitive base salary and total cash compensation (base salary plus annual incentive) data for all of the jobs included in the scope of the proposal.
- In addition to data collected from the custom survey, utilize our proprietary database that automatically compiles data from numerous published surveys to identify appropriate supplemental data for the analysis.
- Evaluate and incorporate any surveys to which the City subscribes into the analysis.
- Analysis will be based on comparable organizations as discussed in the planning discussion.
 - The three most important labor market characteristics are the size of the organization, geographic scope, and industries from which an organization recruit's talent.
 - CBIZ will determine each characteristic as it relates to the City before reviewing survey sources and conducting the market analysis.
- Match jobs to surveys based on the actual skills, duties, and responsibilities as opposed to merely matching jobs based on title.
- Document market pricing benchmarking results at the 25th, 50th, and 75th percentiles (see Image), as well as other percentiles (e.g., 65th percentile) if relevant to market placement philosophy.

Image 1



Phase IV: Design Preliminary Compensation System

Pay Structure(s)

Objective: To develop market-based pay structures ensuring external competitiveness, internal equity, and rational pay decisions.

- Develop new market-based pay plans to simplify compensation administration and to help the City maintain its competitive position, or update the salary ranges currently in place.

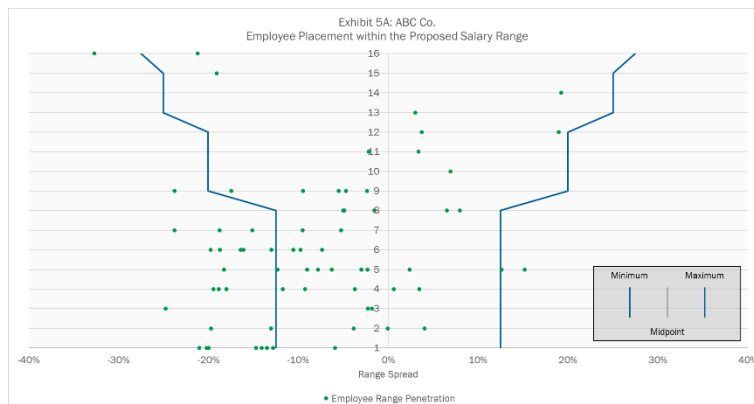
- Pay structures will consist of pay grades, each with a salary range minimum, midpoint, and maximum.
 - The salary range minimum will approximate competitive entry level pay.
 - The salary range midpoint will approximate the target market competitive placement (e.g., market 50% percentile).
 - The salary range maximum is a tool of management control that establishes a cap on pay. This approximates the upper range of market competitive pay and encourages employees to expand their skills and seek promotion opportunities.
- Discuss the need for, and pros and cons of, creating separate salary structures for different segments of the workforce.
- Evaluate the design characteristics of the structure, including the number of grades, range spreads, and midpoint differentials to align with internal job architecture and scope of positions.
- Evaluate the means by which employees progress through the pay structure, such as performance based, open ranges, or step based.
- Finalize the draft market-competitive pay structures considering the number of jobs, career levels, compensation philosophy, and potential for future growth.
- Slot jobs into the pay structure(s) based upon the market-competitive compensation data and job architecture framework.

Implementation Analysis

Objective: To compare actual compensation practices with market data and assess financial impact of proposed changes.

- Compare actual compensation practices to the market-competitive data collected in the market analysis step and the pay structures designed previously (see Image 1).

Image 12



- Assess the financial impact of implementing the recommended compensation practices.
- Identify any employees paid below the proposed pay grade minimums or above the proposed pay range maximums.
- Document the results on a job-by-job and employee-by-employee basis with specific pay recommendations.

Pay Compression Analysis

Objective: To address current pay compression issues and create space to avoid future pay compression.

- Pay compression exists primarily in two scenarios:
 - When employees with less tenure are paid a similar rate or higher compared to peers with greater tenure.
 - When subordinates are paid at a rate too near that of their supervisor.

- Analyze peer-to-peer compression by designing a compression-based pay model to identify inequitable pay.
 - Pay compression is identified by comparing current pay to a theoretical salary-range placement based on job experience and performance.
 - Should current pay lag the calculated range placement, an increase is recommended.
 - The tool will be interactive to allow for modeling of different scenarios that can back into a budget number and can be set to implement the changes over multiple years.
- Analyze subordinate-to-supervisor compression by analyzing pay spreads and identifying areas for further evaluation. In some cases, such as in dual career path job families, compression may be identified but it may not be an issue.

Phase V: Deliver Results

Preliminary Results Meeting

Objective: To review draft results of the full project deliverables and begin the process of gathering feedback.

- Complete an internal project team review of the draft analysis as a final quality check.
- Conduct a virtual or onsite meeting to review the draft results. Items for review include:
 - Project report and supporting exhibits
 - Job architecture
 - Market pricing results
 - Pay structure design
 - Internal equity of each job
 - Implementation cost analysis
- Discuss the need for compression-based pay adjustments to alleviate internal pay compression and/or improve the overall pay competitiveness to the market.
- Provide copies of project report and supporting exhibits.

Incorporate the City's Feedback

Objective: To gather feedback on internal equity and salary structure adjustments for optimal implementation strategy.

- Gather internal equity feedback regarding adjustments needed to correct for internal comparisons between jobs.
- Identify salary structure adjustments needed to address cultural considerations.
- Discuss and determine the optimal implementation strategy that considers cost, culture, timeline, and other issues.
- All changes to employee data should be in writing so that CBIZ can proof data entry to make sure the City's reports are accurate.
- The City will have the opportunity to make one set of changes.

Implementation File

Objective: To provide a comprehensive file for managing employee data changes and modeling implementation costs.

- Provide a comprehensive Implementation File that allows the City to process employee data changes and model implementation costs.
- Key Features of the Implementation File:
 - **Employee Data Refresh:** Facilitate the updating and management of employee data to align with new compensation structures.

- **Job Editing:** Enable modifications for new positions, reclassifications, and slotting to reflect organizational changes.
- **Cost Modeling:** Incorporate salary structure edits and compression model refinement for accurate financial planning.
- **Live Data Visualization:** Generate dynamic tables and charts that reflect real-time changes, providing a clear overview of the compensation landscape post-implementation.
- The Implementation File is intended as a strategic tool exclusively for the initial implementation phase. It is designed to assist in the point-in-time transition to the new compensation model. It is important to note that CBIZ's role does not include ongoing maintenance or support of the file following the completion of the project.

Present Final Results

Objective: To provide a comprehensive presentation of the final project results, ensuring transparency to stakeholders.

- Work through feedback requests and issue the final project report.
- Prepare and present summarized results to the City Council.
 - Prepare a draft presentation summarizing the scope of the project, methodology, findings, and recommendation for the project team review and feedback.
 - Present the approved presentation onsite to the respective audience and address any questions.

Recommend Employee Review and Appeal Process

- Provide a mechanism in which employees can flag their position compensation results for re-evaluation.
- CBIZ will work with the City to design this process, but the process should originate internally before being routed to CBIZ for review.
- The employee appeal should include some rationale from the employee stating the employees' cause for appeal.
- Appeals must be submitted within 30 days of plan adoption.

Phase VI: Post-Implementation Support

Salary Administration Guide

Objective: To update and provide a guide for maintaining the compensation plan.

- Equip the City with a salary administration guide that provides direction for maintaining the compensation plan.
- Topics may include:
 - annual compensation planning
 - pay increase recommendations
 - hiring pay
 - promotions
 - demotions
 - job classification/reclassification
 - assigning new jobs to the pay structure
 - policy exceptions
 - approvals and notifications

Annual Salary Planning Letter

Objective: To offer recommendations for ongoing compensation changes and adjustments that maintain market competitiveness.

- Provide the City with an annual letter of salary trend market intelligence for up to five years. The letter will assist with the following:
 - Share trends for what other organizations are forecasting for their annual salary increase process. This will assist the City with benchmarking increase budgets to the market.
 - Share trends for what other organizations are forecasting for annual salary structure adjustments. This will assist the City with annual structure updates that will ensure salary range minimums remain competitive and that salary range maximums remain appropriate.
- No additional fees will be charged for the annual salary trend market intelligence letter.

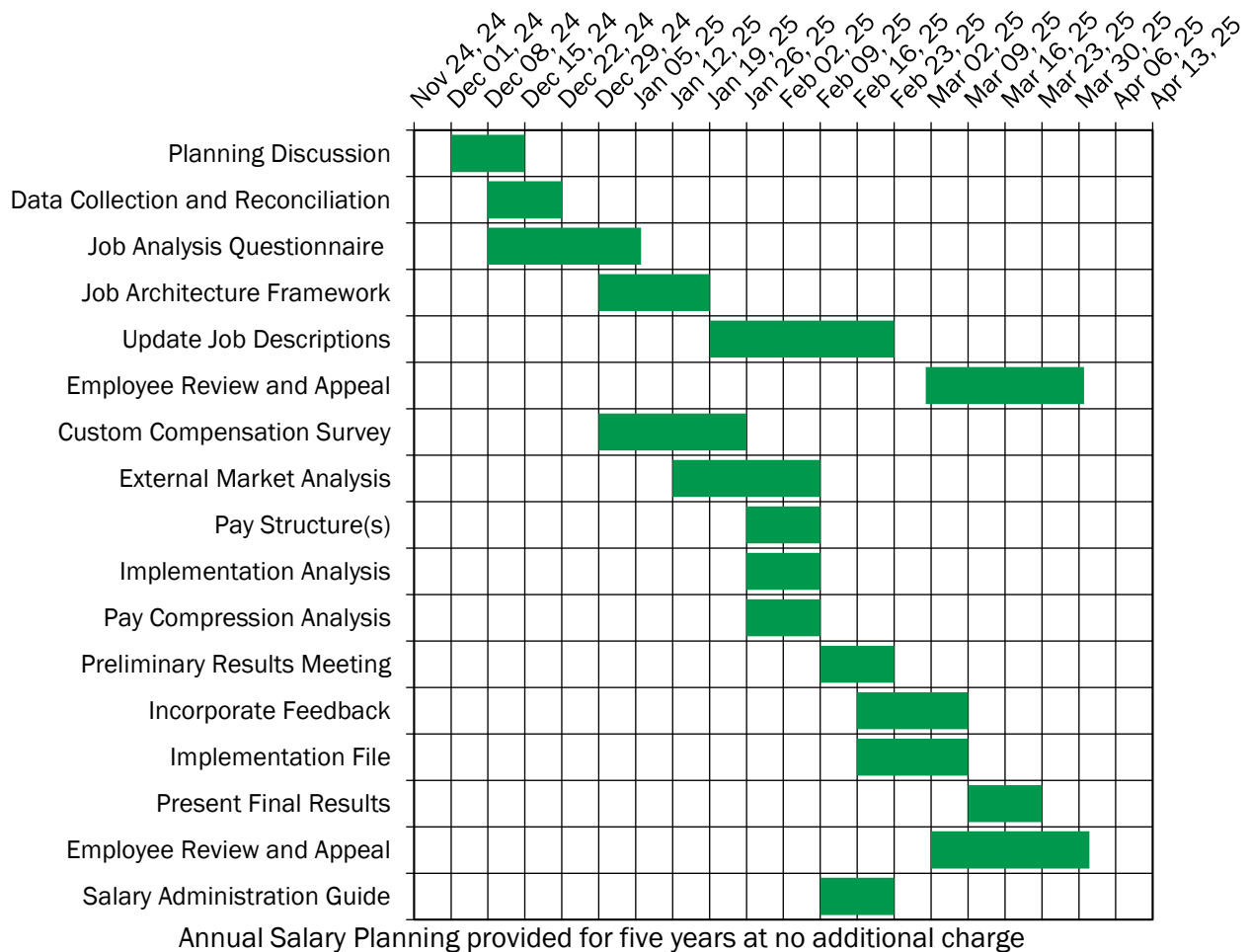
Image 2



C. Work Schedule

CBIZ expects the compensation and classification study to last approximately 120 days. The proposed project schedule below is highly dependent upon the timely receipt of requested data from the City.

The Data Request in the Appendix specifies the items needed to conduct the analysis.



D. Professional Fees and Expenses

Our professional fee structure is based upon standard hourly rates for consulting services. We have repeatedly found that our philosophy of utilizing highly experienced personnel allows us to provide effective and efficient services at a cost that represents an exceptional value. Based upon our prior experience in conducting similar projects, professional fees for the project are as follows. Below, there are two options. One option retains the full scope of the study and the other option adjusts the project scope to meet the City's \$25,000 budget.

Option 1 – Full Scope

Note: Option 1 Includes up to one onsite meeting.

Phase/Project Scope	Professional Fees
Phase I: Project Launch ○ Planning Discussion ○ Data Collection	\$1,850
Phase II: Classification ○ Job Analysis Questionnaire ○ Job Architecture Framework ○ Update Job Descriptions ○ Recommend Employee Appeal Process	\$7,500
Phase III: Market Research ○ Custom Compensation Survey ○ External Market Analysis	\$12,800
Phase III: Design Preliminary Compensation System ○ Pay Structures ○ Implementation Analysis ○ Pay Compression Analysis	\$3,600
Phase IV: Deliver Results ○ Preliminary Results Meeting ○ Incorporate City's Feedback ○ Present Final Results ○ Recommend Employee Appeal Process	\$10,000
Phase V: Post-Implementation Support ○ Salary Administration Guide ○ Annual Salary Planning Letter	Included
Total Fees (includes up to 42 job titles)	\$37,750

Option 2 – Reduced Scope

Note: In order to reduce fees to meet the City's budget of \$25,000, the following adjustments have been made to the project scope:

- All meetings are virtual. There are no onsite meetings included within the scope.
- Update Job Descriptions has been removed. CBIZ would still provide employee responses from the JAQ to the City so that the City can update the job descriptions internally.
- Job Architecture Framework has been removed.

Phase/Project Scope	Professional Fees
Phase I: Project Launch ○ Planning Discussion ○ Data Collection	\$1,850
Phase II: Classification ○ Job Analysis Questionnaire ○ Job Architecture Framework ○ Update Job Descriptions ○ Recommend Employee Appeal Process	\$0
Phase III: Market Research ○ Custom Compensation Survey ○ External Market Analysis	\$12,800
Phase III: Design Preliminary Compensation System ○ Pay Structures ○ Implementation Analysis ○ Pay Compression Analysis	\$3,600
Phase IV: Deliver Results ○ Preliminary Results Meeting ○ Incorporate City's Feedback ○ Present Final Results ○ Recommend Employee Appeal Process	\$6,650
Phase V: Post-Implementation Support ○ Salary Administration Guide ○ Annual Salary Planning Letter	Included
Total Fees (includes up to 42 job titles)	\$24,900

CBIZ will be committed to the future effectiveness of the City's new compensation plan. There will be no costs associated with providing annual salary increase and structure update factors for up to five years. Following the completion of the project, the cost of evaluating market-competitive compensation and recommending grade assignments for new positions or revised existing positions will be \$750 per position (this excludes executive and sales positions). The costs of such ad hoc compensation evaluations are not included in the above fees.

In addition to professional fees, we bill clients for direct project out-of-pocket expenses (e.g., travel expenses, overnight mail, survey data, mileage, etc.). Professional fees and expenses will be billed monthly based on the project's progress.

If the volume of work changes substantially due to a change in scope, we may need to discuss an adjustment in the professional fees documented herein. We do not anticipate that this will occur; however, we would discuss this with you before proceeding and obtain your prior approval.

E. References

CBIZ frequently conducts classification and compensation studies for municipal and governmental clients. Projects similar to that requested by the City that have been recently performed by CBIZ are described below. Each contact person identified may be contacted to verify the quality of CBIZ's work and competence of the Firm's assigned staff. CBIZ would be happy to provide additional references upon request.

City of Nixa, MO

Amanda Hunsucker
Director of Human Resources
715 Mt. Vernon St.
Nixa, MO 65714
(417) 725-3785
ahunsucker@nixa.com

CBIZ completed an organization-wide compensation and benefits study for this client. The study included a comprehensive custom compensation survey of peer organizations, analyzing market competitive pay for all jobs at the organization, evaluation of market competitive benefits and total rewards, designing a new salary structure, implementation of analysis, compression analysis, revising compensation administration policies, and developing job descriptions.

City of Spring Hill, KS

Monakisha Jones
Human Resources Director
302 N. Jefferson
Spring Hill, Kansas 66083
(913) 592-3664
monakisha.jones@springhillks.gov

CBIZ completed an organization-wide compensation and benefits study for this client. The study included a comprehensive custom compensation survey of peer organizations, analyzing market competitive pay for all jobs at the organization, evaluation of market competitive benefits and total rewards, designing a new salary structure, implementation of analysis, compression analysis, and providing compensation administration policies.

City of O'Fallon, IL

Grant Litteken, MPA
255 South Lincoln Avenue
O'Fallon, Illinois 62269
(315) 624-4500 ext. 8760
glitteken@ofallon.org

The study included a comprehensive custom compensation survey of peer organizations, analyzing market competitive pay for all jobs at the organization, designing a new salary structure, implementation of analysis, compression analysis, revising compensation administration policies, and overall recommendations.

Acceptance and Authorization

If the City agrees with and accepts the contents of this proposal (including, but not limited to the Project Approach and Professional Fees and Expenses), please sign in the space provided below and return one signed copy of the proposal to CBIZ via e-mail.

CBIZ's compensation professionals assert that they will not be acting as a member of management or making management decisions or providing the primary basis for management to make decisions that are significant to the subject matter under audit. Other factors that should be considered in making decisions include, but are not limited to, employee performance, tenure, and experience as well as economic and organizational influences.

You agree that CBIZ may use descriptive information about the City in our internal client database (e.g., the number of your employees, or the size of your revenue) so we can identify other business services or products that might be useful to you. We do not sell this information to anyone, and you will not be contacted by anyone other than us to determine if you have any interest in receiving our other services or products.

Accepted by the City of Pekin, Illinois

Title

Date

Appendix A: Professional Summaries



Ryan Blackwell, CCP

Director, Compensation Consulting

University of Missouri-Columbia, M.B.A.

University of Missouri-Columbia, B.S. Finance

Mr. Blackwell is a Director for CBIZ Compensation Consulting in the St. Louis, Missouri, office where he has eleven years of experience assisting clients with all facets of compensation plan design and analysis. He oversees a team of compensation consultants and provides project management oversight and quality control.

Since joining CBIZ, Mr. Blackwell's experience includes assisting clients with base salary compensation plan design, incentive programs, benefits, total rewards, and executive compensation in a wide range of industries.

Mr. Blackwell obtained his Master of Business Administration degree from the University of Missouri-Columbia, where he gained consulting experience by performing competitive analysis for clients in the service and distribution industries. He is a member of the Compensation and Benefits Network of Greater St. Louis and is a Certified Compensation Professional (CCP).



Edward R. Rataj, CCP, CECP, ACCP, MCCP

Senior Managing Director

Miami University (Ohio), B.S. Finance

Mr. Rataj is the Managing Director of the Compensation Consulting Division of CBIZ. He has twenty years of experience in the area of human resources, focusing on designing innovative compensation programs.

Prior to joining the Firm, Mr. Rataj served as a Compensation Consultant for Mellon (formerly known as Buck Consultants) and was employed by William M. Mercer. Mr. Rataj assists clients in the design and implementation of strategic base salary and incentive programs. His core areas of expertise include designing market-based and job evaluation-based compensation programs, pay structures, and compensation surveys, as well as developing policies and procedures. Additionally, Mr. Rataj has experience in consolidating compensation plans for organizations completing mergers and acquisitions. He has consulted with numerous clients in various industries.

Mr. Rataj is a Certified Compensation Professional (CCP), Advanced Certified Compensation Professional (ACCP), Certified Executive Compensation Professional (CECP), Master Certified Compensation Professional (MCCP), served as the President of the Compensation and Benefits Network of Greater St. Louis (CBN) and is a member of WorldatWork (formerly known as the American Compensation Association). In addition, Mr. Rataj has been recently quoted in the Wall Street Journal, Smart Money magazine and TheStreet.com as an expert in the area of compensation.



Carrie Blackwell, CCP

Senior Project Manager, Compensation Consulting

Missouri State University, B.S. Human Resources Management

Mrs. Blackwell oversees a team of compensation consultants and provides project management oversight and quality control. She has over 20 years of experience in a corporate setting managing broad based compensation programs in both the public and private sectors.

Mrs. Blackwell holds a B.S. degree in Human Resources Management and holds the accreditation, Certified Compensation Professional (CCP).



Jennifer Fischer, SHRM-SCP

Project Manager, Compensation Consulting

University of Missouri-Columbia, M.B.A.

University of Missouri-Columbia, B.S.B.A, Human Resource Management

Ms. Fischer is a Project Manager for CBIZ Compensation Consulting in the St. Louis, Missouri office where she oversees a team of compensation consultants and provides project management oversight and quality control. She brings over twenty-five years of experience in providing compensation and HR consulting services as an external consultant, as well as internally within corporate management teams.

Ms. Fischer has significant experience in all facets of human resources, including broad based compensation design and analysis, employee and leadership development, policy and procedure design and implementation, compliance, organizational assessment, mergers and acquisitions, and systems integration. She has worked across multiple industries as both a consultant and a business leader.

Ms. Fischer obtained her Master of Business Administration degree from the University of Missouri-Columbia, with an emphasis in Finance. She also received her Bachelor of Science Business Administration degree from the University, majoring in Human Resources Management.



Jason Holdener

Data Scientist / Senior Compensation Consultant

Saint Louis University, M.S. Bioinformatics and Computational Biology
Southern Illinois University-Carbondale, B.S. Human Physiology

Mr. Holdener is a Data Scientist/Senior Compensation Consultant with CBIZ Compensation Consulting located within the St. Louis, MO branch. He works on a variety of projects including extracting publicly available compensation data, statistical analysis of large datasets, natural language processing tasks, data visualization, and others that are directed at ensuring our clients receive quality results and improving the overall workflow of his team and colleagues.

Mr. Holdener acquired his Master of Bioinformatics and Computational Biology from Saint Louis University and during that time gained valuable knowledge and skills on extracting, transforming, and visualizing data at scale.



Taylor Sprague

Senior Compensation Consultant

University of Missouri-Columbia, B.S. Human Environmental Science

Mr. Sprague is a Senior Consultant with CBIZ Compensation Consulting in the Denver office. Since joining CBIZ, Mr. Sprague's experience includes the use of compensation surveys to conduct market analysis for a wide variety of positions, industries and organizations in regard to the design of compensation plans. He also has experience evaluating job questionnaires and compiling custom compensation survey reports for specific positions and industry benchmarking.

Mr. Sprague received a B.S. in Human Environmental Science with an emphasis in Personal Financial Planning, and a minor in Business from the University of Missouri-Columbia.



Adam Reckamp

Compensation Consultant

University of Iowa, BBA Economics

Mr. Reckamp is a Consultant with CBIZ Compensation Consulting working out of the St. Louis office. Since joining CBIZ, his experience includes compensation market analysis across a wide scope of industries, positions and types of organizations. In addition to his work on organization-wide compensation studies, Mr. Reckamp is experienced in conducting executive compensation analyses as well as with job evaluation and documentation.

Mr. Reckamp earned a B.S. in Journalism and a minor in Business from the University of Missouri-Columbia.



Tyler McClure

Compensation Consultant

University of Iowa, BBA Economics

Mr. McClure is a Consultant with CBIZ Compensation Consulting in the St. Louis office. Since joining CBIZ, his experience includes market benchmarking analysis across a wide scope of industries, positions, and types of organizations. In addition to his work on organization-wide compensation studies, Mr. McClure is experienced in conducting executive compensation analyses.

Mr. McClure earned a BBA in Economics and a minor in Military Leadership from the University of Iowa.



Grant Gardiner

Compensation Consultant

University of Missouri-Columbia, B.A. Business Management

Mr. Gardiner is a Consultant with CBIZ Compensation Consulting working out of the St. Louis office. His experience includes both organization-wide and executive compensation market analysis for a wide range of organizations, positions, and industries.

Mr. Gardiner earned a B.A. in Business Management from the University of Missouri-Columbia.



Gaby Davidson

Compensation Consultant

University of Missouri-Columbia, B.B.A Finance

Ms. Davidson is a Consultant with CBIZ Compensation Consulting in the St. Louis office. Since joining CBIZ, her experience includes market benchmarking analysis across a wide scope of industries, positions, and types of organizations.

Ms. Davidson earned a BBA in Finance from the University of Missouri.



Joe Kurtz

Compensation Consultant

University of Missouri-Columbia, B.S. Business Administration, emphasis in Finance

Mr. Kurtz is a Consultant with CBIZ Compensation Consulting working out of the St. Louis office. Since joining CBIZ, his experience includes compensation market analysis across a wide scope of industries, positions and types of organizations. In addition to his work on organization-wide compensation studies, Mr. Kurtz is experienced in conducting executive compensation analyses as well as with job evaluation and documentation.

Mr. Kurtz earned a B.S. in Business Administration, with an emphasis in Finance and a minor in Economics from the University of Missouri-Columbia.



Andrew Fyffe

Compensation Consultant

William Woods University, Master of Business Administration

Mr. Fyffe is a Consultant with CBIZ Compensation Consulting working out of the St. Louis office. Since joining CBIZ, his experience includes compensation market analysis across a wide scope of industries and types of organizations. Mr. Fyffe is also experienced in conducting executive compensation analyses.

Mr. Fyffe earned a B.S. and Master of Business Administration from William Woods University.

Appendix B: Data Request

- Employee census: The following data fields are extremely important and should be provided for each employee included in the scope of the study. An Excel template has been provided for your convenience.
 - Unique employee identification number (NOT Social Security Number)
 - Employee name
 - Job title
 - Job code (if available)
 - Date of hire
 - Date of service within the current title
 - Department name
 - Pay period (i.e., monthly, semi-monthly, bi-weekly, weekly, etc.)
 - Standard hours worked per pay period (to calculate full-time equivalent)
 - Exempt/non-exempt status under the Fair Labor Standards Act (FLSA)
 - Current Salary (annual or hourly)
 - Actual most recent bonus awarded (if available/applicable)
 - Current salary grade/range (if available/applicable; if salary grade is provided by employee, salary ranges by grade may be provided as a separate Excel file)
 - Most recent performance score (if available)
 - Employee email address (for the job analysis questionnaire process)
 - Supervisor email address (for the job analysis questionnaire process)
 - Supervisor name
 - Supervisor employee identification number
 - Benefits information for each employee:
 - Type of health insurance plan selected (PPO, High Deductible, HMO, etc.)
 - Level of health insurance coverage selected (single, family, etc.)
 - Level of dental insurance coverage selected (single, family, etc.)
 - Level of vision insurance coverage selected (single, family, etc.)
- Additional Benefits Details:
 - Monthly *employer*-paid and *employee*-paid health insurance premiums
 - Monthly employer-paid premium for dental, short-term disability, long-term disability, and life insurance (listed separately; monthly premium invoices may be provided)
 - Other employer-paid monthly benefits costs listed as separate line items. (employee assistance program, health savings account contributions, etc.; monthly invoices may be provided)
 - Employer retirement plan types offered to each employee group included in the scope of the study (i.e., defined benefit/pension, defined contribution) and matching/contribution formula
 - Paid time off policies/schedules for each employee group included in the scope of the study
- Current or most recent fiscal year revenue/budget
- Copies of job descriptions
- Any additional salary structure(s) information such as the number of salary grades, minimum, maximum and steps for each grade and which job titles slot into which structures and grades
- Organizational charts
- A copy of past compensation study results
- Human Resource policies and procedures related to compensation and benefits administration
- Copies of any salary surveys which you currently use (original hard copies are acceptable and will be returned at the end of the project)

Bolton

Benefits, Actuarial, Investment & Compensation Consulting

Request for Proposal: Wage and Compensation Study

Proposed Services

April 30, 2024

For Bolton:
Dan Ripberger
Managing Director, Practice Lead
3825 Edwards Rd, Suite 103
Cincinnati, OH 45209
(513) 290-1770
djripberger@boltonusa.com



Arlington, VA 22201
(202) 676-5220
djripberger@boltonusa.com

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Appendix: Bolton Public Sector Clients

A. Agents and Addresses

Bolton is a full-service compensation, employee benefits, actuarial, and investment consulting firm with 40 years of experience providing consulting services to clients in the public and corporate sectors, nonprofit organizations, as well as for the Federal Government. Our over 120 staff serve a national client base from our offices in Colorado, Georgia, Kansas, Maryland, Ohio, New Jersey, Pennsylvania, and Virginia. A representative listing of our public sector clients is provided in the **Appendix**.

The person authorized to bind the firm and answer questions, as well as manage the engagement when selected, is specified below.



Dan Ripberger
Managing Director, Practice Lead
Bolton Partners, Inc.
3825 Edwards Road, Suite 103
Cincinnati, OH 45209

About Bolton Rewards

Bolton Rewards is the reward strategy and compensation consulting and services practice of Bolton. Our team of reward experts has provided reward strategy and compensation consulting services for over 30 years and maintains specific expertise and experience in:

- Total Reward Strategy;
- Organization Performance and Design;
- Classification and Compensation Programs;
- Performance Management; and
- Market Surveys and Research.

Why Choose Bolton

We believe we are particularly qualified to help the City meet its objectives because we:

- **Know the public sector** – Our over 40 years of experience helping public sector clients with their total compensation program design and administration means that we speak your language, understand your processes, and already have some understanding of your environment and culture.
- **Possess proprietary tools and processes** – Our tools and processes are steeped in trusted principles but employ modern technology, systems, and terminology so that they best align with today's HR and workforce.
- **Care about your success** – We want your community to thrive, so we charge our team with developing a personal knowledge of the area, its residents, and the community's needs.
- **Are just the right size and value** – Our expertise and professionalism are on par with or exceed that of our national and international competitors, but we deliver with the attention to your needs and lower overhead that only a specialized firm can provide.
- **Have a proven track record** – We have earned a reputation for high-quality standards and solutions to which our public sector clients and our references will attest.

In short, Bolton has the requisite skills and expertise to successfully partner with the City on this important project.

A. Agents and Addresses

A Bit More on Selected Rewards Services

Organizational and Employee Performance

- We help agencies improve service delivery in a number of areas, including finance and purchasing, human resources, risk management, and records management.
- Our services include organizational assessments, staffing analysis, engagement surveys, performance management, compliance audits, process improvement, and strategic planning.

Top Executive Pay and Performance

- We provide board members and elected officials with a logical and straightforward path to making objective decisions and achieving results.

Pay Program Management Co-Sourcing

- Tailored to the needs of individual organizations, our services meet a variety of needs our clients encounter each year. We help with regular and ad hoc market benchmarking and competitive assessments, pay program management – structure adjustments and job evaluation/grading changes, and budget preparation.

Value Definition and Communication

- We help clients create, communicate and socialize their value proposition to current and potential employees so they can recruit top talent and build true engagement.
- Our reward strategy process identifies value-added factors, helps prioritize human resource investment, explains different components of the employment relationship, and helps align rewards and organization performance.

What Makes Bolton Rewards Better

We employ modern technology and thinking steeped in time-tested professional compensation practices to meet client objectives within the time frame allotted and within the communicated project budget. Our practices have been fashioned over the years to integrate best practices across a multitude of sectors into workable reward systems that particularly fit our public sector clients. This is critical to our differentiation from other firms because, while we understand that managing within a city, state, or other governmental entity has its own requirements and challenges, we also understand that our public sector clients compete across sectors for employees. It is ineffective for them to focus solely on and limit themselves to governmental organization practices when articulating their reward philosophy and creating their compensation system.

The art in our success is helping translate effective compensation and market practices across sectors – including our public sector clients – so that our clients are best suited to attract and engage the caliber of talent needed to meet organizational objectives.

This project touches on several different compensation and pay administration concepts throughout the RFP. We understand the resolution of these issues or potential issues, such as pay compression or internal equity, are key objectives of your program. We expect to work with you through our step-wise process to address these issues and all others pertinent to effective compensation program design.

A. Agents and Addresses – Planned Project Team

Reporting to Pekin, our integrated team approach to meeting client objectives allows our consultants to work closely with clients to utilize the best resources and to deliver timely results. Our task teams are led by and staffed with consulting and public sector veterans and experts.



A. Agents and Addresses – Planned Project Team

Dan Ripberger, Managing Director/Practice Lead

With 30 years of experience, Dan has a long history of maintaining successful client relationships and providing sound and effective compensation advice. Along with his expertise in job architecture, classification, and compensation, Dan is particularly adept in:

- Change management counsel and direction – Dan is an astute advisor regarding the change management implications of organization-wide compensation projects and helps clients predict and prepare for the financial and employee relations effects of process decisions and plan change decisions.
- Integrating total rewards – an early contributor to the concept of total rewards, Dan helps clients rationalize the value of their total compensation programs (health benefits, paid time off, retirement, etc.) to help guide the design of pay programs and communicate the value proposition to employees and managers.
- Securing the support of elected and employee leadership – by demonstrating an understanding of the viewpoints of various stakeholders, Dan effectively communicates the purpose of plan changes and the benefit of changes to the organization.

Over his career, Dan has advised clients of most types and sizes and has developed specialized knowledge of the mission-focused and public sector markets. A sample of his public sector client assignments includes Ada OK, Albany GA, Baltimore County MD, Dunedin FL, Fredericksburg VA, Lakeland FL, Laramie WY, Maryland Department of Legislative Services, State of North Carolina, Takoma Park MD, University of North Carolina, US DoD Research and Engineering Labs, Wicomico County MD, Winter Park FL, and Wytheville VA. In addition, Dan has worked with such quasi-public sector organizations as DC Water & Sewer Authority, Municipal Securities Rulemaking Board, National Quality Forum, and Regional Income Tax Agency.

Dan began his consulting career with Towers Perrin in Washington D.C. He then worked with clients nationally with Aon and helped build their newly acquired Washington, D.C. area office. He went on to help found PRM Consulting in Washington, D.C. and managed the consulting practices for MPI Consulting, a boutique consulting firm in the Midwest. Dan joined Bolton as a result of their acquisition of RSC Advisory Group, a niche compensation and total rewards consulting he helped found in Washington, D.C., and the Midwest.

He earned a bachelor's degree with concentrations in Economics and Human Resources from Xavier University and has completed significant post-graduate work in labor economics, econometrics, and statistical research at Old Dominion University and Virginia Commonwealth University. He maintains professional certifications from both WorldatWork and the Society for Human Resource Management.

A. Agents and Addresses – Planned Project Team

Scott Schreiber, Principal Consultant

With 30 years of experience, Scott Schreiber has a long history of maintaining successful client relationships and providing sound and effective compensation advice. Along with his expertise in job architecture, classification, and compensation, Scott specializes in:

- Job Evaluation systems across a wide variety of organizations.
- Developing alternative approaches to Classification Systems, Point Factor plans, Scored Questionnaires, as well as Market-Based Job Evaluation.
- Tailoring Bolton's point factor job evaluation system to each client's needs.

A sample of Scott's public sector client assignments include Cincinnati METRO, City of Indianapolis, Green Township OH, Kenton County Airport Board, Marion County IN, Northern Kentucky Health Department, Takoma Park MD, Wor Wic Community College.

Previously, Scott served as the Midwest Compensation Practice Leader for Watson Wyatt. Prior to that, Scott was a Principal and Practice Leader for William M. Mercer's Inc.'s Reward and Talent Management practice, President of a small industrial manufacturer, Senior Vice President of Human Resources of a large insurance company, and several other corporate and consulting roles.

Scott earned an MBA from Xavier University and a Bachelor of Arts from the University of Cincinnati.

Jennifer Durham, Senior Consultant

Jennifer Durham is a seasoned professional with almost 20 years of collective total rewards and human resources management experience.

Her most recent experience includes market pricing and analysis, job classification, job evaluation, custom surveys, and structure development. Jennifer is the lead administrator for Bolton's market surveys, such as our TRDx client-specific surveys.

A sample of Jennifer's public sector client assignments includes Ada OK, Baltimore County MD, Dunedin FL, Fredericksburg VA, Maryland Department of Legislative Services, Middletown OH, Takoma Park MD, Wicomico City MD, Winter Park MD, and Wytheville VA.

Prior to joining Bolton, Jennifer was a senior analyst with RSC Advisory Group with a focus on market pricing and analysis, custom survey administration, and executive compensation. Prior to consulting, she served as Director, Human Resources for Sekisui XenoTech.

She has a Bachelor's degree in both Accounting and Marketing from Kansas State University and holds senior professional certification through HRCI (SPHR).

A. Agents and Addresses – Planned Project Team

Sandra Bruce, Consultant

With over 30 years of experience in consulting and public sector human resources, Sandra Bruce is a Consultant with Bolton specializing in public sector job analysis and classification.

A sample of Sandra's public sector client assignments includes Albany GA, Goldsboro FL BCC, Goldsboro FL Sheriff, Dunedin FL, Fredericksburg VA, James City County VA, Lakeland FL, Maitland FL, Maryland Department of Legislative Services, Port St. Lucie FL, State of North Carolina, Takoma Park MD, Winter Park FL, and Wytheville VA.

Prior to her role at Bolton, Sandra served as a Senior Human Resources Consultant for the Georgia Department of Labor, focusing on classification and compensation reviews, COVID protocols, and strategic recruitment efforts. Prior to that, Sandra was the Human Resources Director for the Georgia Department of Defense, the state agency responsible for oversight and support of the Georgia Army and Air National Guard.

Sandra earned a Master of Public Administration and Bachelors of Arts degrees in Political Science and English. She has held her PHR certification since 2000.

Megan Krawick, Associate

Megan is an Associate where she works with project leaders and clients to perform market sector and financial research, analyze and evaluate jobs and assign to classifications, source research materials and compensation surveys, develop cash compensation market rates, model various types of base pay programs and pay structures, and draft exhibits and basic report for client delivery.

Prior to joining Bolton, Megan served as a clinical programmer for a clinical research organization where she set up, validated, and maintained Data Entry Systems for clinical trials.

She has a Bachelor's degree in Mathematics and holds certification in Microsoft Access.

Sarah Clark, Practice Coordinator

Sarah Clark is the Rewards Practice Coordinator where she works with project leaders and clients to meet project demands and complete important supportive projects and tasks.

Prior to joining Bolton, Sarah served as a Corporate Recruiter for a Logistics and Transportation Company where she sourced, selected and developed talent nationally. She also spent time as a Recruiter and Quality Assurance Specialist at a Candy and Gifting company.

She has a Bachelor's degree in Urban Studies within the College of Design, Art, Architecture, and Planning.

B. Statements of Methods and Procedures – Our Key Work Tools

CompManager Platform

Our engagement with and ongoing support of the City will be data-intensive and require secure handling of relational data that integrates across multiple sources, including the City's HRIS. Our CompManager platform allows for this secure data management and allows us to develop, house, and manage almost all our professional content and deliverables in one system. It has developed organically over the years because compensation program components work together and their design, analysis, and costing are best managed through a relational framework.

Our system is not commercially available for purchase – it is a modular tool that we tailor while working with clients during program review and redesign engagements. The client has access to the system on an intermittent basis during a project – it is not always available to ensure data security and control – and full access at the completion of our engagement. This tool serves as an important component of our handoff to the client so that they can continue to administer the new program and serves as a cost-effective and time-efficient means for the client to work with us in the future.

The top screenshot displays the 'Job Data' table in the Bolton CompManager application. The table lists various job titles and their corresponding employee status, classification, and career level. The bottom screenshot displays the 'Employee Data' table, showing employee details such as ID, name, date of birth, department, and job title. Both screenshots include a navigation pane on the left and a bottom status bar.

jobid	jobtitle	employees	status	classfamilyid	classcareerlevelid	newjobtitle
Harbor	Harbormaster	employees	Active	Parks and Recreation	People Management A	Harbormaster
Head Li	Head Lifeguard	employees	Active	Recreation	Technician C	Head Lifeguard
HR & R	HR & Risk Manager	employees	Active	Human Resources	People Management B	Manager, Human Reso
HR/Ris	HR/Risk Management Assistant	employees	Active	Human Resources	Support C	Human Resources Asso
HR/Ris	HR/Risk Management Coordinator	employees	Active	Human Resources	Specialist B	HR/Risk Management S
Hydrog	Hydrogeologist	employees	Active	Water and Wastewater Ad	Specialist C	Hydrogeologist
Irrigati	Irrigation Technician	employees	Active	Parks and Grounds Mainte	Trades/Ops/Labor C	Irrigation Associate
IT Netw	IT Network Administrator I	employees	Active	Information Technology	Specialist B	Network Administrator
IT Netw	IT Network Administrator II	employees	Active	Information Technology	Specialist C	Network Administrator
IT Seni	IT Senior Systems Engineer	employees	Active	Information Technology	Specialist D	Systems Engineer III
IT Servi	IT Services Technician I	employees	Active	Information Technology	Technician C	Information Technologi
IT Servi	IT Services Technician II	employees	Active	Information Technology	Technician D	Information Technologi
Lead Cr	Lead Craftworker	employees	Active	Facilities Maintenance	Trades/Ops/Labor E	Facilities Maintenance
Lead IT	Lead IT Services Technician	employees	Active	Information Technology	Technician E	Information Technologi
Lead M	Lead Mechanic	employees	Active	Fleet/Automotive	Trades/Ops/Labor E	Fleet/Automotive Assoc
Lead Sc	Lead Solid Waste Driver/loader	employees	Active	Sanitation	Trades/Ops/Labor E	Sanitation Associate Le
Lead W	Lead Water Plant Operator	employees	Active	Water Treatment	Trades/Ops/Labor E	Water Plant Operator L
Lead W	Lead WW Plant Operator	employees	Active	Wastewater Treatment	Trades/Ops/Labor E	Wastewater Treatment
Librari	Librarian	employees	Active	Library	Specialist B	Librarian
Librari	Librarian (Part Time)	employees	Active	Library	Specialist B	Librarian
Librari	Library Aide (Part Time)	employees	Active	Library	Support A	Library Associate I
Librari	Library Assistant	employees	Active	Library	Support B	Library Associate II

The bottom screenshot displays the 'Employee Data' table in the Bolton CompManager application. The table lists employee details such as ID, name, date of birth, department, and job title. The bottom screenshot also includes a 'Reports' pane on the left and a bottom status bar.

eeid	firstname	lastname	servicedat	deptid	emp	emptypeid	FTE	jobdate	jobid
2419	Victoria	Asher	6/14/2022	Parks-Rec Youth Services A	Variable On Demand/Temporary	25%	6/14/2022	Recreation Leader	
2428	Jesus	Balderas	10/17/2022	Wastewater Collections	General Full Time Non Exempt	100%	10/17/2022	WW Plant Operator Trai	
2426	Suzan						9/21/2022	Dir of Public Works	
2067	Willia						8/10/2022	Solid Waste Driver/Load	
2414	Genes						6/22/2022	Library Assistant	
2422	Victor						7/13/2022	Public Services Maint W	
2416	Natha						6/4/2022	Lifeguard I	
2424	Kailli						8/29/2022	Lifeguard I	
2415	Ingrid						6/5/2022	Lifeguard I	
2430	Rando						10/17/2022	Marina Attendant	
2432	Vanes						10/24/2022	Recreation Leader	
2412	Matth						6/13/2022	Solid Waste Driver/Load	
2418	Camde						6/9/2022	Lifeguard I	
2425	Erin						8/29/2022	Recreation Leader	
2427	Andre						10/11/2022	Mechanic	
2431	Tyler						10/24/2022	Mechanic	
2434	Steven						11/2/2022	Water Service Worker	
2435	Fenix						11/7/2022	Recreation Leader	
2401	Michelle	Wells	6/13/2022	City Clerk	A	Manager	100%	6/13/2022	Deputy City Clerk
769	William	McCaskill	5/24/2021	City Clerk	A	General Part Time	50%	5/24/2021	Mail Clerk (Part Time)
2404	Alexa	Adrian	5/13/2022	Nature Center	A	Variable On Demand/Temporary	25%	5/13/2022	Recreation Leader

B. Statements of Methods and Procedures – Our Key Work Tools

Functional Discovery Survey

As part of our management discovery process, we ask department heads to complete a functional survey in advance of our personal interview. The survey is administered online or via our Microsoft Word survey form and asks department heads to provide information and their thoughts on the community, the organization, and their department. We delve into their perceptions of talent and people needs, rewards and compensation philosophy, as well as current pay and benefit levels and practices. We then use this information as a discussion basis for our interviews so we can best understand the organization’s needs, jobs, and potential issues.

Example Functional Discovery Survey

Local:

Department Functional Survey

I. Identification Information

Department ID/Code and Name:

Completed By and Date:

If needed, Reviewed By and Date:

II. The County and Your Department

A) What are the County's key strengths?

B) Are there similar counties/cities? Who are they and how are they similar?

C) What does your department do and how does it fit into the County?

D) How is work structured? Please list the primary areas / teams / functions and job groups you maintain.

Bolton

Page 1

March 2024

Online:

Functional Discovery Survey

1. Your Name and Your Department/Function

2. Describe MCC and its purpose, and what are its key strengths?

3. Are there similar organizations? Who are they, and how are they similar?

4. What does your department/function do, and how does it fit in with MCC?

5. How is work structured? List the primary areas/teams/functions and job groups you maintain?

Submit

B. Statements of Methods and Procedures – Our Key Work Tools

Career Stream Classification System

Bolton is vastly experienced in various job evaluation methodologies, such as whole job, ranking, paired comparison, point factor, and others. We synthesized our experience with these approaches in the public sector and designed our Career Stream job classification framework to meet traditional internal and external equity objectives while also allowing organizations to create career paths more easily, and better align with the market.

Career Stream is Bolton's job evaluation and classification system built on a role-and-stream matrix to determine job worth, classify jobs, and establish pay opportunities. We describe a classification as a specified stream level within a particular role that has been analyzed, evaluated, benchmarked, and assigned to a pay structure and grade/level. Career levels are defined for each role in compensable factor terms as a whole job. We maintain streams for all governmental job families across several career groups:

- Executive Management
- Management
- Exempt Administrative and Technical Professionals
- Non-exempt Technicians
- Non-exempt Support
- Non-exempt Operations and Labor
- Public Safety
- Part-Time / On-Demand Staff

The top screenshot displays the 'Family Data' form in the Bolton CompManager application. The 'Navigation Pane' on the left lists various job families, including 'Civic and Community Planning', 'Public Safety', 'Infrastructure and Community Planning', and 'Wastewater Treatment'. The 'DETAILS' pane on the right shows the selected family 'PZ3 Safety and Inspections' with a description: 'Jobs and employees that manage and/or participate in the inspection and reporting of buildings, plumbing, electrical, and other systems to ensure compliance with various established codes, such as structural integrity, environmental safety, fire safety, and zoning/land use.' The 'FAMILY GROUP' is set to 'Infrastructure and Community Planning' and 'USE FAMILY?' is 'Yes'. The bottom screenshot displays the 'Career Level Data' form. The 'Navigation Pane' on the left lists various career levels, including 'EB Specialist B', 'EC Specialist C', 'ED Specialist D', 'EE Specialist E', 'FF Fire/EMS Manager', 'FG Fire/EMS Manager', 'FH Fire/EMS Manager', 'FI Top Fire/EMS Manager', 'GA Guest Services', 'GB Guest Services', 'HA Technician A', 'HB Technician B', and 'HC Technician C'. The 'DETAILS' pane on the right shows the selected level 'ED Specialist D' with a description: 'Jobs at this level require specialized knowledge in a recognized professional field to complete professional level work projects and provide work direction (not supervise) to other professional employees across projects and/or within a department. With general latitude, positions at this level perform advanced work projects in support of overall departmental or organizational goals.' The 'CAREER GROUP' is set to 'P Police' and 'USE LEVEL?' is 'Yes'. The 'SORT' is set to '50'. Both screenshots show a 'Form View' at the bottom with a search bar and a 'Num Lock' indicator.

B. Statements of Methods and Procedures – Our Key Work Tools

Total Rewards Data Exchange

Bolton's Total Rewards Data Exchange or TRDx is a cloud-based reciprocal exchange of total rewards and human resource data among invited organizations. The interface and tools allow for efficient participation while the back-end systems ensure user and survey data security. The administration and reporting procedures ensure data confidentiality and compliance with FTC and DOL anti-collusion regulations.

The job content for our TRDx comes from our Career Stream roles and streams. It currently contains almost 100 career families that get combined with our Career Stream levels to survey over 1,400 different jobs.

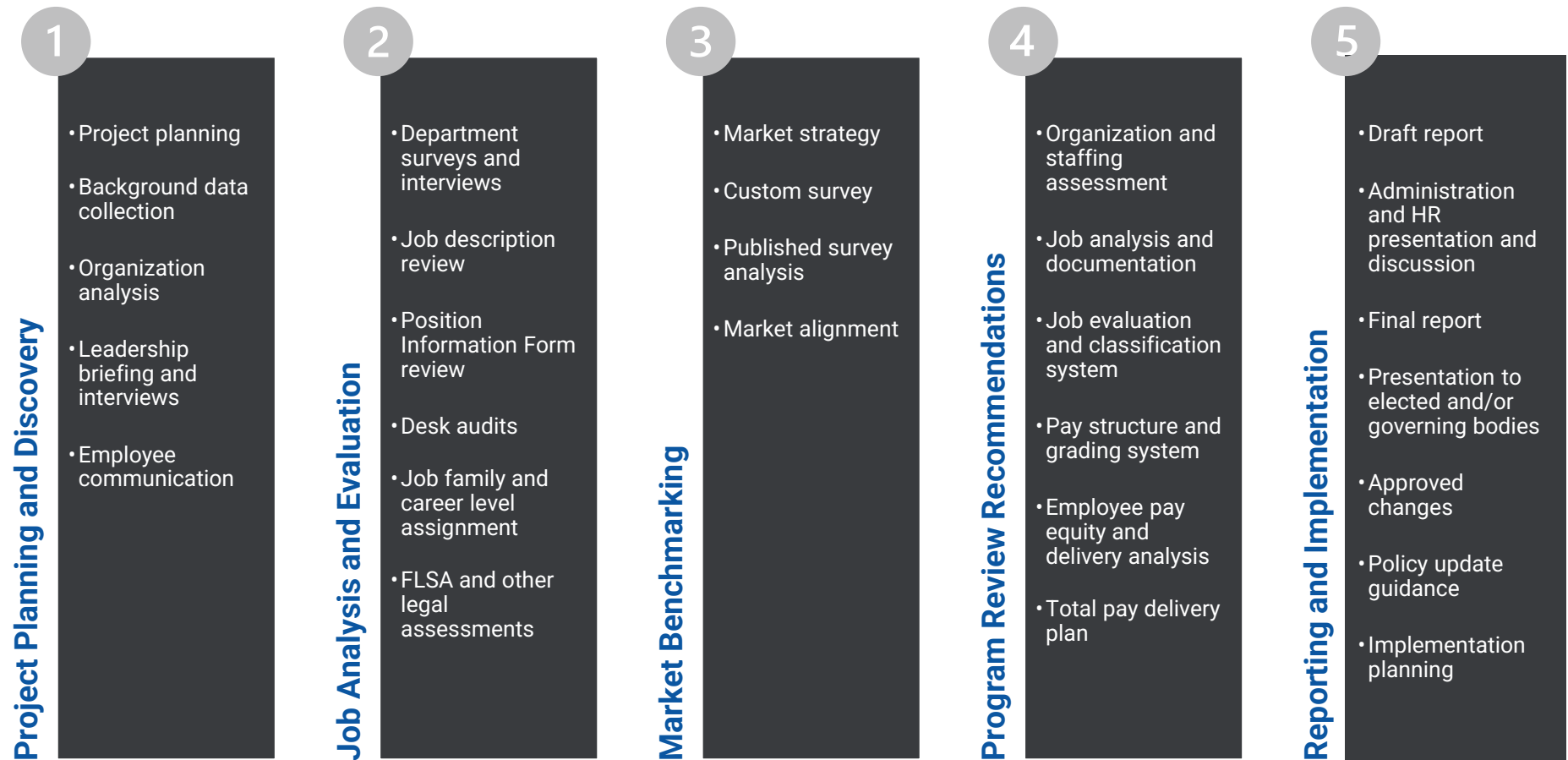
Bolton		Custom Compensation Survey Data Collection Worksheet
Organization Data Submission Date: Organization Name: Street 1: Street 2: City/State/Zip: FT Equivalent Employees: Annual Budget (\$mm) Population Served: Notes:	Report Contact Name: Title: Phone: eMail: <i>If Different from Main Organization</i> Street 1: Street 2: City/State/Zip: Notes:	
Questionnaire Contact (if different from Report) Name: Title: Phone: eMail: <i>If Different from Main Organization</i> Street 1: Street 2: City/State/Zip: Notes:		

[illegible]

Bolton										TRD's: Custom Compensation Survey Data Collection Worksheet									
Health Benefits																			
List Carrier & Plan Names For Top 3 Favored Medical Plans				Plan 1:					Plan 2:					Plan 3:					
by Coverage Tier (%)																			
Employee Only																			
Employee + Spouse																			
Employee + Child(ren)																			
Family																			
Medical Plan Employee Cost Sharing																			
				Individual / Family					Individual / Family					Individual / Family					
Annual Deductible (\$)																			
Annual Out-of-Pocket (OOP) Max																			
				Primary Care / Specialist / ER Visit					Primary Care / Specialist / ER Visit					Primary Care / Specialist / ER Visit					
In-Network Copay (\$)																			
Out-of-Network Copay (\$)																			
In-Network Coinsurance (%)																			
Out-of-Network Coinsurance (%)																			
Prescription Drug (Rx) Employee Cost Sharing																			
Number of Rx Tiers Offered				Select []					Select []					Select []					
Copay/Coins by Tier (30-day Supply)																			

B. Statements of Methods and Procedures – Our Approach

Based on our understanding of Pekin’s needs, resources, and timing, we believe the engagement objectives can best be accomplished by working through five distinct phases.



B. Statements of Methods and Procedures – Preliminary Work Plan

Phase 1: Project Planning and Discovery

Step 1: Project Planning

- We will kick off the project with a meeting among the Pekin and Bolton project teams to finalize engagement goals and scope and establish data needs, time milestones, and deliverables.
- Bolton will prepare data requests and assist with data collection, as needed, and will prepare a working project plan.

Step 2: Current Program Review

- Bolton will collect and internally review the organizational plan and policy documents, as well as previous assessments and analyses that describe the current compensation and benefits programs and their administration.
- We will meet with the HR team to ensure our full understanding of the current program.

Step 3: Communication Planning

- Should the City desire assistance communicating the study within the organization, we will help develop a communication plan. Our communication plan will help define key messages, specific audiences, the best media to use, and appropriate timing and milestones.
- We will provide template memo text/talking points for employee communication and can conduct an electronic project briefing session that can be recorded for ongoing use. We also conduct on-site, in-person briefing sessions, but these are not included in our proposed scope.

Step 4: Leadership Briefing

- Bolton will work with the City to brief leadership - elected officials, executives, and department heads on the project and desired outcomes.
- We will also discuss the specific project steps, expected timing, and their role in helping the study succeed.

B. Statements of Methods and Procedures – Preliminary Work Plan

Phase 2: Job Analysis and Evaluation

Step 1: Position Information Form Distribution

- If needed and/or desired, we can tailor our employee-completed Position Information Form (PIF) to gather position content data directly from employees.
- This questionnaire allows employees to effectively provide the detail necessary for us to conduct a professional review and determine further actions.
- We will prepare the PIF and work with the City to finalize its format – questions as well as media types, such as Microsoft Word form or online form.
- We will collaborate with the City to distribute and collect PIFs in the most efficient fashion possible.

Step 2: Management Interviews

- We will interview department heads and other management to better understand the work of the City, how it is organized, and intended job results, to learn more about special talent considerations and labor market challenges, and to gather perceptions of the current program's effectiveness.
- Prior to and in preparation for our interviews, we will work with the City to request department heads complete our Departmental Functional Survey either online or via our tailored Microsoft Word form

Step 3: Job Description Review

- We plan to work with the City to collect existing job descriptions and review job content data on all covered jobs.
- We will review both the format and the general language and text used within existing job descriptions. Our review will focus on several key areas:
 - Inconsistent use of compensable factor leveling terms;
 - Functions that are too task-based or are too numerous to be considered essential;
 - Overgeneralized job requirements; and
 - Inconsistency with PIFs.

Step 4: Job Title and System Review

- We also plan to review the use of job and position titles for internal consistency and market commonality.
- Typically, effective job titles have three components that are consistently applied:
 - Family or technical identification, such as Accounting, Construction, Equipment Maintenance, Planning, Recreation, or Water Treatment.
 - Name of the type of work completed, such as Analyst, Clerk, Coordinator, Manager, Engineer, Operator, Representative, Specialist, or Technician.
 - A designation for the level of work completed as part of a progression, if such a progression exists. The titles are sometimes indicated by numbers or letters or by specific labels, such as Associate, Entry, Staff, Senior, Principal, etc.

B. Statements of Methods and Procedures – Preliminary Work Plan

Phase 2: Job Analysis and Evaluation (continued)

Step 5: Job Evaluation

- Job evaluation is a systematic approach to determining job value relative to other jobs for purposes of pay opportunity determination. Effective job evaluation systems:
 - Reflect organizational values;
 - Help rationalize and deliver internal equity;
 - Should be defined by legally-acceptable compensable factors – not competencies or performance-related behaviors; and
 - Align with the organization’s need to recruit and retain qualified staff.
- We will first organize jobs into our Career Stream families. A family is a group of jobs having the same nature of work but requiring different levels of skill, effort, responsibility, or working conditions. Families are the first grouping to establish progressions of skill, knowledge, and responsibility across jobs and are essential to ensuring organizational consistency and equity.
- Career Stream levels are clearly differentiated levels within a family. The levels for each family are defined in terms of a “whole job” approach (i.e., all job dimensions are evaluated in the aggregate rather than on an individual basis).
- Bolton will review the City’s current job evaluation system and job classification structure to assess its effectiveness in helping manage internal and external equity across the organization.

Step 6: FLSA and Other Legal Review

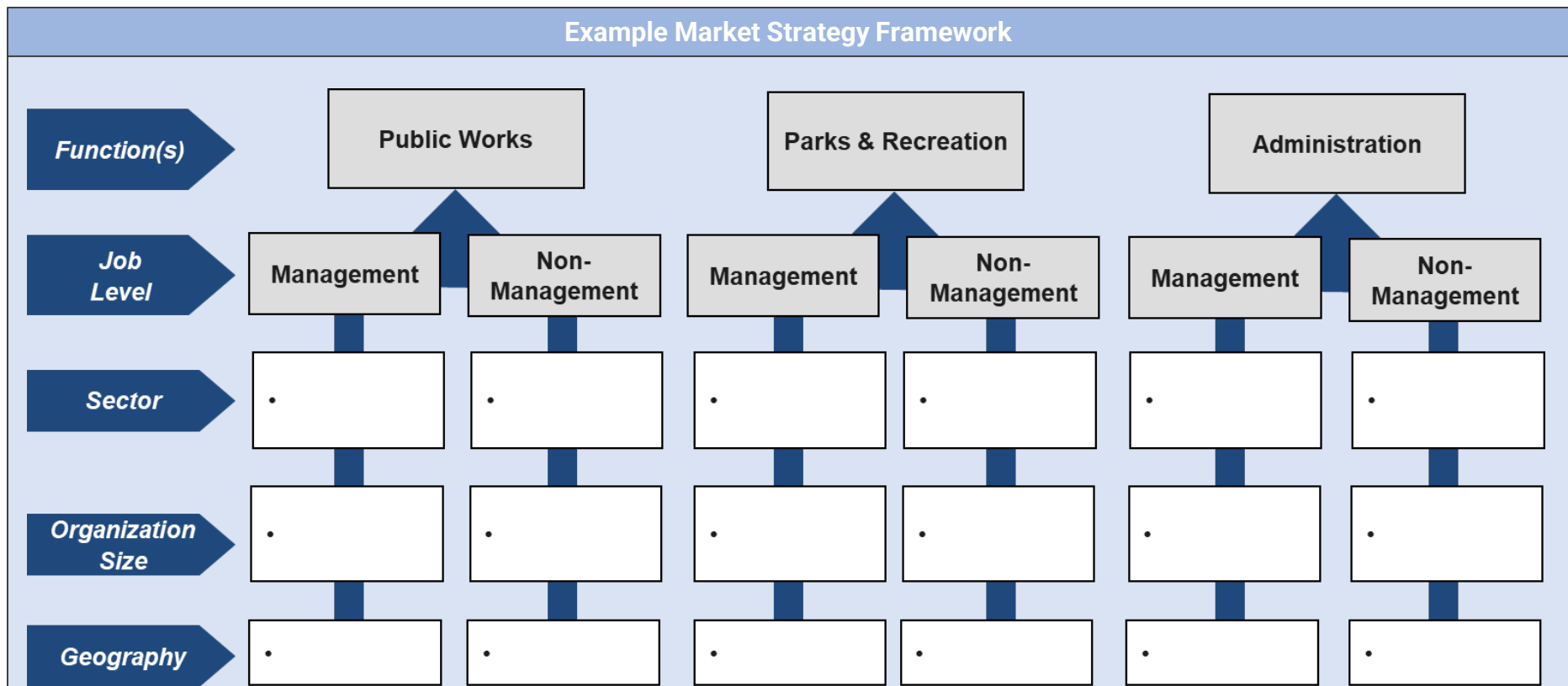
- Bolton will further review the City’s jobs to provide an opinion and guidance on classifications status with respect to the FLSA and EEO regulations.
- Specifically, we will apply Executive, Administrative, Professional, and or Computer exemption tests to determine exemption status on relevant jobs.
- In addition, we will assign City jobs to one of the ten Employer Information Report EEO-1 Survey Categories.

B. Statements of Methods and Procedures – Preliminary Work Plan

Phase 3: Market Benchmarking

Step 1: Market Strategy

- Collaborate with the City to finalize the competitive labor market(s) that aligns with the feedback received from leadership and management, including specific peer organizations.
- The market strategy will identify sectors – public sector employers as well as private sector employers – with whom the City wants to compete for talent.
- It will also identify competitive differences based on the size of employers and their geographic location.



B. Statements of Methods and Procedures – Preliminary Work Plan

Step 2: Custom Survey/Original Research

- Using our TRDx platform, we will conduct a custom survey of total compensation levels and practices survey of identified peers.
- Guided by Pekin’s market strategy, we anticipate researching cities and counties in the region as well as private employers, if appropriate.
- We will work with Pekin to define the most appropriate contacts at each peer and a communication plan designed to gain maximum participation.
- The custom survey will cover all elements of total compensation provide by Pekin or otherwise available in the market:

Direct	Indirect
• Base pay • Pay premiums • Variable pay	• Health benefits • Welfare benefits • Paid Time Off • Retirement benefits • Other services

- The custom survey will require the completion of several distinct tasks:
 - Prepare survey package for review and approval;
 - Make initial contact with potential participants to generate interest;
 - Electronically distribute the questionnaire to the invitee list and monitor survey returns and follow-up;
 - Collect and review returned surveys, following up with questions or verification of reported data;
 - Aggregate and summarize reported data for use in our analyses; and
 - Produce and distribute a summary report for participants.

Step 3: Published Survey Analysis

- In addition, Bolton maintains an extensive library of published surveys and research that covers a wide array of market sectors, geographies, and job types. Our CompManager database has over 500,000 records of base and total cash compensation data.
- We will incorporate these data into our analyses, if needed, to represent desired labor markets.
- The results of our survey and supplemental market research will be summarized and presented as part of our subsequent gap analysis.

B. Statements of Methods and Procedures – Preliminary Work Plan

Phase 4: Program Review Recommendations

Step 1: Gap Analysis

- After our analysis of background data, the strategy discussions with senior leadership, and interviews with department heads, Bolton will assess if/where gaps may exist between the City's objectives and the design and/or administration of its compensation system.
- Bolton will develop a series of conceptual recommendations to discuss and develop an overarching approach to subsequent work steps as well as the program design backdrop.
- After discussion with the City team, we will then finalize our review findings and recommendations.

Step 2: Organization and Job Architecture

- Will utilize the results of our peer survey to develop benchmark information on staffing levels across functions and departments.
- We will also prepare recommendations on staff alignment, reporting relationships and organizational structure.
- Bolton will career progressions and internal growth opportunities to enhance organizational competency and service delivery.

Step 3: Job Title and Documentation Recommendations

- We will provide our recommendations resulting from our job analysis to include system tools and job-by-job editorial comments.
- During this step, Bolton will recommend changes to the job description and other document formats as well as develop a job title system.
- We will provide our recommended edits to existing jobs, recommend new jobs to be created, and recommend job title revisions if needed.

Step 4: Structure and Classification Plan

- Bolton will employ the market data to develop base pay structures and ranges which are market competitive and aligned with the City's compensation philosophy and objectives.
- We will integrate the job evaluation results with the market data to develop and implement a job classification system that aligns internal equity with market competitiveness.
- Our recommendations will include guidelines for future structure adjustments and how the adjustments impact employee pay.
- These guidelines will allow the City to maintain its structures in a competitive position relative to the market over time.

B. Statements of Methods and Procedures – Preliminary Work Plan

Phase 4: Program Review Recommendations (continued)

Step 5: Employee Pay Equity and Delivery Analysis

- Once the revised structure(s) is/are in place and jobs have been classified and assigned to grades, Bolton will assess the competitiveness and equity of actual employee pay.
- We will use compa-ratios, range penetration, or other market alignment measures to assess the overall competitive alignment of employees' actual pay.
- Working with the City, we will also address wherein the pay range an employee should be paid relative to their performance over time in their specific job so that we can assess actual pay competitiveness and broader statistical trends or issues, such as career pay and pay compression.

Step 6: Base Pay Increase/Total Pay Delivery Plan

- Total pay plan design/policy recommendations that align how employee pay gets changed over time with what the organization values. Typical adjustments include merit increases or promotional increases and we will expand our recommendations as requested by the City to include:
 - Premium pay policies (e.g., Acting Pay; Extra Duty Pay; Shift Differential, etc.);
 - Position Changes - Reclassification Increase;
 - New hiring rates and salary offer guidelines;
 - Promotions (percentages and timing of pay changes); and
 - Demotions and voluntary reassignments.

B. Statements of Methods and Procedures – Preliminary Work Plan

Phase 5: Reporting and Implementation

Step 1: Draft Reporting, Costing and Planning

- We will prepare a comprehensive draft report of our methodology, review findings, and recommendations for discussion with Administration and Human Resources.
- We will work with Pekin to determine appropriate implementation approaches, including strategies for fixing any pay inequities that arise from the study, the new structures, and how jobs are graded.

Step 2: Final Reporting, Approval, and Policy Updates

- Based on discussions, we will incorporate agreed-upon changes and prepare a final report targeted for public disclosure.
- Should it be desired by Pekin, Bolton will present the study report or a summarized version to leadership and/or elected officials.

Step 3: Implementation and Communication

- We will also work with Pekin to determine appropriate implementation approaches, including strategies for fixing any pay inequities that arise from the study, the new structures, and how jobs are graded.
- Major tasks we expect to complete include reviewing, editing, and finalizing policies; developing an implementation and communication plan; working with HR to orient managers to the new systems; and transferring tools and resources to HR and provide training on their ongoing use.

Step 4: Appeal Process

- We will work with Pekin HR to develop and communicate an appeals process.
- A process will be developed for directors, managers, and supervisors to appeal job classification and grading.
- A process will also be developed for employee job assignment.

Ongoing Administrative Support

- Once all changes have been implemented and the policies and tools turned over to the City, Bolton will provide cost-effective ongoing administrative services as requested.
- Services that are commonly provided include:
 - Annual budgeting and structure updates;
 - Group or individual job reorganization and classification;
 - Special surveys of peer pay level and/or practices; and
 - Tailored trend and practice updates.

C. Work Schedule

We estimate it will take 14 to 16 weeks from the project initiation meeting to review and update the City's classification and compensation program. This assumes that the City will provide us with the requested background materials in a timely manner, schedule meetings reasonably, and make approval decisions within the timing of the engagement. A timing breakout by step is below.

Project Phase/Step	Estimated Timing in Weeks from Kickoff														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Phase 1: Project Planning and Discovery															
• Step 1: Project Planning															
• Step 2: Current Program Review															
• Step 3: Communication Planning															
• Step 4: Leadership Briefing and Interviews															
Phase 2: Job Analysis and Evaluation															
• Step 1: Management Interviews															
• Step 2: Job Description Review															
• Step 3: Job Title and System Review															
• Step 4: Job Evaluation															
• Step 5: FLSA and Other Legal Review															
Phase 3: Market Benchmarking															
• Step 1: Market Strategy															
• Step 2: Custom Survey/Original Research															
• Step 3: Published Survey Analysis															
• Step 4: Preliminary Market Comparisons															
Phase 4: Program Review Recommendations															
• Step 1: Gap Analysis and Conceptual Changes															
• Step 2: Job Title and Documentation Recommendations															
• Step 3: Employee Pay Equity and Delivery Analysis															
• Step 4: Base Pay Increase/Total Pay Delivery Plan															
Phase 5: Reporting and Implementation															
• Step 1: Draft Reporting and Costing															
• Step 2: Final Reporting, Approval and Policy Updates															
• Step 3: Implementation and Communication															

D. Cost of Services

We will charge an all-inclusive flat fee of \$63,400 to complete all objectives outlined in our proposal. This fee includes all labor, materials, travel-related expenses, and all related costs based on the defined project scope. We bill monthly as work tasks are completed.

Major pricing assumptions:

- The study will cover up to 250 full- and part-time regular employees in up to 100 unique job titles.
- We plan to work with leadership and HR to define a market strategy and develop and list of survey peers.
- We will utilize existing job descriptions and employee-completed questionnaires to gather required job content data.
- We also will also interview department heads and employees to address specific functional duties and positions.
- Market survey will cover total compensation levels and practices using Bolton's TRDx from up to 25 survey invitees.
- We will also develop rates at the 25th, 50th, and 75th percentiles from the TRDx and published data sources on as many jobs as possible.
- We plan to lead and participate in a process for management and employees to appeal job classifications and assignments.
- Our pricing is good for 120 days from the date of the proposal.

E. References

Client	Project
City of Ada, Oklahoma Carl Turner Finance Director (580) 436-3600 carl.turner@adaok.com	Reviewed and redesigned the City's job description, job evaluation, and classification plans. Conducted original market research of selected counties and municipalities and established new pay ranges, classification grading and effective pay management policies. Reviewed and redesigned the City's performance system.
City of Laramie, Wyoming Patti Russell Director, Human Resources (307) 721-5229 PRussell@cityoflaramie.org	Reviewed and redesigned the City's job description, job evaluation, and classification plans. Conducted original market research of selected counties and municipalities and established new pay ranges, classification grading and effective pay management policies.
Fond Du Lac County, WI Erin E. Gerred Director of Administration 920-929-3156 Erin.Gerred@fdlco.wi.gov	Review and redesign the County's job description, job evaluation, and classification plans. Conducted original market research of selected counties and established new pay ranges, classification grading and effective pay management policies.



Benefits, Actuarial, Investment & Compensation Consulting

Request for Proposal: Wage and Compensation Study

Proposed Services

April 30, 2024

Appendix



Arlington, VA 22201
(202) 676-5220
djripberger@bolton.com

Appendix: Bolton Public Sector Clients

Anne Arundel Community College, MD
Anne Arundel County, MD Government
Anne Arundel County, MD Public Library
Baltimore County, MD Government
Baltimore County, MD Public Schools
Baltimore County, MD Revenue Authority
Bedford County, VA
Bedford County, VA Public Schools
Bedford Regional Water Authority
Broward County, FL
Buffalo, NY Public Schools
Calvert County, MD
Calvert County, MD Public Schools
Caroline County, MD Board of Education
Caroline County, MD Government
Caroline County, MD Public Schools
Carroll County Community College, MD
Carroll County, MD
Carroll County, MD Public Schools
Cattaraugus County, NY
Cecil County, MD Commissioners
Cecil County, MD Government
Cecil County, MD Public Schools
Charles County, MD Government
Charles County, MD Public Schools
Charles County, MD Sheriff's Office
Charlotte-Mecklenburg, NC Schools
Chatham County, GA
Cherokee County, GA
Chesapeake, VA Public Schools
Chicago Regional Transportation Authority
City of Ada, OK
City of Austin, TX
City of Albany, GA
City of Baltimore, MD
City of Boca Raton, FL
City of Bowie, MD
City of Cambridge, MD
City of Cape Coral, FL
City of Chesapeake, VA
City of Cocoa, FL
City of Doral, FL
City of Dover, DE
City of Dunedin, FL

City of El Paso, TX
City of Flagler Beach, FL
City of Fond du Lac, WI
City of Fort Myers Shores, FL
City of Frederick, MD
City of Fredericksburg, VA
City of Gaithersburg, MD
City of Greenbelt, MD
City of Griffin, GA
City of Hialeah Gardens, FL
City of Hollywood, FL
City of Hyattsville, MD
City of Lake Mary, FL
City of Lakeland, FL
City of Laramie, WY
City of Laurel, MD
City of Lexington, VA
City of Maitland, FL
City of Manassas, VA
City of Manassas, VA Public Schools
City of Melbourne, FL
City of Miami Gardens, FL
City of Middletown, OH
City of Miramar, FL
City of New Smyrna Beach, FL
City of New York, NY
City of Newark, DE
City of North Fort Myers, FL
City of Norwich, CT
City of Orlando, FL
City of Palm Beach Gardens, FL
City of Pittsburgh, PA
City of Plainfield, NJ
City of Pocomoke, MD
City of Pompano Beach, FL
City of Providence, RI
City of Reading, PA
City of Riviera Beach, FL
City of Rockville, MD
City of Salisbury, MD
City of Sanford, FL
City of Sarasota, FL
City of Takoma Park, MD
City of West Palm Beach, FL

City of Westminster, MD
City of Wilmington, DE
City of Winchester, VA
City of Winter Park, FL
Clay County Board of Commissioners, FL
Clay County Sheriff's Office, FL
Clay County, TX
Columbia County, FL
College of Southern Maryland
Colorado Department of Health Care
Community College of Baltimore County
County of Albemarle, VA
County of Culpeper, VA
County of Hawaii, HI
County of Lancaster, PA
Coweta County, GA
Culpeper County, VA Schools
Dawson County, GA School System
Delaware River & Bay Authority
Delaware Transit Corporation
Department of Justice
Dinwiddie County, VA
Dinwiddie County, VA School Board
District of Columbia Retirement Board
Dorchester County, MD
Dorchester County, MD Board of Education
Eastern Iowa Airport (CID)
Eastern Shore of Maryland
Emerald Coast, FL Utilities
Employees Retirement System of Texas
Fauquier County, VA
Florida Department of Financial Services
Fond du Lac County, WI
Fort Myers Shore Fire, FL
Frederick Community College, MD
Frederick County, MD Government
Frederick County, MD Public Schools
Frederick County, VA Government
Frederick County, VA Public Schools
Garrett County, MD Government
Garrett County, MD Public Schools
Gloucester County, VA
Hallandale Beach, FL
Hampton Roads, VA Sanitation

Appendix: Bolton Public Sector Clients

Hanover County, VA Government
Harford Community College, MD
Harford County, MD
Harford County, MD Public Library
Harford County, MD Public Schools
Harford County Sheriff's Office, MD
Hazleton City, PA Pension Board
Higher Ground Education
Highlands County, FL
Housing Authority of Baltimore City, MD
Howard Community College
Howard County, MD Government
Howard County, MD Library
Howard County, MD Public School System
Indian Trail Improvement District
Inter-University Council of Ohio
Ithaca City, NY School District
Jacksonville, FL Transportation Authority
James City County, VA
Kent County, MD Government
Kent County, MD Levy Court
Kent County, MD Public Schools
Kenton County Airport Board (CVG)
King George County & Schools, VA
King William County, VA
Lake Worth, FL Drainage District
Lehigh Acres, FL Fire Control
Loudoun County, VA Public Schools
Loudoun County, VA Sanitation Authority
Lower Merion Township, PA
Macon-Bibb County, GA
Manassas Park, VA City Schools
Manatee County, FL
Maryland Dept of Legislative Services
Maryland State Retirement Agency
Metropolitan Water Reclamation
Milwaukee County, WI
Monroe County, FL
Montgomery County, MD Council
Montgomery County, MD Government
Montgomery County, MD Public Schools
New Hampshire Public Employees
New Horizons Regional Education Center
New Jersey Transit Corporation

New Kent County, VA Public Schools
New York Power Authority
New York State Thruway
Newport News, VA Public Schools
Niagara Frontier Transportation Authority
Northampton County, PA
North Fort Myers, FL Fire District
Ocean County, NJ Utilities Authority
Oneida County, NY
Orange County, VA
Oswego City, NY School District
Palm Harbor, FL Fire Rescue
Pennsylvania State Education
Philadelphia, PA Parking Authority
Port LaBelle, FL
Postal Regulatory Commission
Prince George's Community College MD
Prince George's County, MD Government
Prince George's County, MD Schools
Prince William County, VA Schools
Prince William County, VA
Queen Anne's County, MD Board of Education
Queen Anne's County, MD Government
Queen Anne's County, MD Public Schools
Rappahannock County, VA
Rappahannock County, VA Public Schools
Regional Income Tax Agency
Roanoke County, VA
Roanoke County, VA Public Schools
Rockingham County, VA Government
Rockingham County, VA Public Schools
San Jose Police Officers Association, CA
San Luis Obispo County, CA Pension Trust
Santa Rosa County, FL
School District of Philadelphia, PA
Shenandoah Valley Juvenile Center
Somerset County, NJ Board of Education
South Central Wastewater
South Florida Conservancy District
Spotsylvania County, VA Government
Spotsylvania County, VA Public Schools
St. Lucie County, FL Fire District
St. Mary's County, MD Government
St. Mary's County, MD Library

St. Mary's County, MD Public Schools
St. Mary's County, MD Sheriff's Office
Stafford County, VA Government
Stafford County, VA Public Schools
State of Alaska
State of Maine
State of Maryland
State of Montana
State of Oregon
State of West Virginia
State of Wisconsin
Stevenson University
Suffolk County Community College, NY
Talbot County, MD
Talbot County, MD Board of Education
Thomas County, GA School District
Town of Centerville, MD
Town of Chestertown, MD
Town of Colmar Manor, MD
Town of Cutler Bay, FL
Town of Davie, FL
Town of Edison, NJ
Town of Elkton, MD
Town of Juno Beach, FL
Town of Kilmarnock, VA
Town of Leesburg, VA
Town of Mount Airy, MD
Town of Ocean City, MD
Town of Orange, VA
Town of Riverdale Park, MD
Town of Sykesville, MD
Town of Thurmont, MD
Town of University Park, MD
Town of Wytheville, VA
Upper Occoquan Service Authority
Vernon-Verona Sherrill Central Schools, NY
Village of Oak Park, IL
Village of Royal Palm Beach, FL
Washington County, FL
Washington County, MD
Washington County, MD Public Schools
Washington Suburban Sanitary Comm
West Virginia Municipal Pension Oversight Board
West Virginia State Police

Appendix: Bolton Public Sector Clients

Wicomico County, MD Board of Education
Wicomico County, MD Government
Williamsburg-James City, VA Schools
Worcester County, MD Board of Education
Wor-Wic Community College, MD



Compensation Study Proposal

City of Pekin, Illinois

Prepared By
Ashley Thomalla, PhD, CCP, GRP
Senior Vice President

ashley.thomalla@hubinternational.com

CITY OF PEKIN, ILLINOIS

Compensation Study Proposal



Proprietary Statement: This document and any attached materials are the sole property of HUB International and are not to be used by you other than to evaluate HUB International's service, and are not to be disseminated, distributed or otherwise conveyed throughout your organization to employees without a need for this information or to any third parties without the express written permission of HUB International.





Compensation Study Proposal

Statement of Understanding

Compensation is one of the key ways for an organization to attract, reward and retain qualified employees while achieving company goals and objectives. It is our understanding that the City of Pekin, Illinois (the City) is interested in partnering with HUB International (HUB) to conduct a compensation study. This project would encompass 42 jobs across 51 employees.

The outcomes of this project would include:

1. A formalized compensation philosophy.
2. Updated job descriptions for 42 jobs.
3. A base pay program that is market-competitive, internally equitable and easy to administer and keep up-to-date.
4. An approach to align employee pay with newly developed market-based pay ranges.
5. A compensation administration guide that provides a framework for consistent compensation decisions for new hires and current employees.

We believe we can provide the partnership you are looking for given our extensive experience with compensation projects of this nature and our access to current, comprehensive market data.

About HUB International

HUB International was born in 1998 with the merger of 11 privately held insurance brokerages. Today we're one of the largest insurance brokers in the world and we're right in your community.

Our vision is to be everywhere risk exists – today and tomorrow. Helping protect what matters most. We work towards this vision by following our core values of:

- **Entrepreneurship:** We encourage innovation and educated risk-taking.
- **Integrity:** We do the right thing every time.
- **Teamwork:** We work together to maximize results.
- **Accountability:** We measure and take responsibility for outcomes.
- **Service:** We serve our customers, communities and colleagues.

A few key facts about HUB include the following:

- 5th largest insurance broker in the world
- 2M+ clients around the globe
- 530+ offices and 17,000+ employees across North America

When you partner with HUB, you're at the center of an integrated network of employee benefits, human resources, insurance, risk, retirement and wealth management specialists. Our unrelenting advocacy and tailored solutions put you in control so you're ready for tomorrow.

We believe that our collective years of experience are of value, however, only after we've learned all there is to know about you and your business. That's why our Associates will work tirelessly to understand every facet of your world. Only then can we bring our expertise to bear, helping you make the most of your resources. That is how we earned our reputation, and how we hope to earn your business.

HUB's Compensation Consulting Team

In addition to our extensive experience, our team also has formal education, training and credentials that demonstrate our credibility and commitment to being a trusted, knowledgeable partner. We keep up-to-date on industry trends and best practices and will help you make informed decisions. Below are the team members who would be involved in the project:

- Ashley Thomalla, PhD, CCP, GRP, Senior Vice President, will provide project leadership and strategic direction.
- Ariana Orozco, MBA, CCP, PHR, SHRM-CP, Consultant, will provide day-to-day project management.
- Tiffany Koppes, CAC, Compensation Analyst, and Erin Dozier, MSHR, SHRM-CP, CAC, Compensation Assistant, will provide project support.

Other professionals at HUB may provide project support as necessary without altering the fees quoted. Professional profiles are included with this proposal.

Client Work and References

We treat client work with discretion. Therefore, we do not provide project details to outside parties. References can share with you any project details they wish.

City of Justin

Abbey Reece, MPA
Assistant City Manager
areece@cityofjustin.com
Justin, Texas

chelsea.shipp@cityofomaha.org

Omaha, Nebraska

City of Omaha

Chelsea Shipp, SHRM-CP
Compensation Analyst

City of Pflugerville

Kevin Connaughton
Manager of People & Culture
kevinc@pflugervilletx.gov
Pflugerville, Texas

Our team suggests the following approach to meet the City's needs.

Project Outline

Phase 1: Background Data Collection and Review

To complete this project, we would need additional data and information to provide context for this project. Requested information would include, but is not limited to, the following:

- Current job descriptions for all roles included in the compensation study
- Organizational charts depicting reporting relationships among jobs in each department
- Compensation and performance management documents and policies
- Excel file containing the following:
 - Employee name and/or employee identification number
 - Job title
 - Job code
 - Department
 - City, state location
 - Hire date
 - Start date in current position
 - FLSA status
 - Hourly rate or annual salary
 - Average scheduled hours per week for hourly employees
 - Most recent performance rating
 - Pay grade
 - Pay grade minimum
 - Pay grade midpoint
 - Pay grade maximum
- Any other data, documentation or information that would be relevant to this project

After we receive this information, we will be ready for Phase 2.

Phase 2: Project Planning Meeting and Compensation Philosophy Development

We would like to hold a virtual project planning meeting with City leadership and the Human Resources team to go over questions and to discuss project goals, the

outlined project phases, logistics and timelines. This initial meeting will ensure the City and our project team have shared expectations moving forward.

During this meeting we would also like to discuss and gain consensus on the desired compensation philosophy moving forward. Reviewing the compensation philosophy and making any necessary updates is one of the first steps in an effective compensation study. A well-designed compensation philosophy supports business strategy and fits with the organization's culture. The Phase 2 deliverable would be a written document articulating the City's approach to compensating employees moving forward. The philosophy would include defining the labor market(s), where to position pay in relation to the market, how to balance market competitiveness and internal job equity, the role of performance vs. tenure, etc. The agreed upon compensation philosophy would provide direction for the remaining project phases.

Phase 3: Job Description and Organizational Structure Review

We will review the job descriptions the City provides ensuring job titles from the job descriptions match the list of job titles we received for inclusion in the study. At this time, we will also review organizational charts in relation to the job descriptions. This job description and organizational structure review will help us gain a comprehensive understanding of the City's current organizational structure, departments, jobs and reporting relationships. A comprehensive understanding of these essential elements will be key to project success.

We will review the job descriptions on a department basis. Based on our extensive experience with compensation projects of this nature, this approach helps facilitate the understanding of the organization, its internal structure and ultimately, its jobs. The efficiency gained using this methodology can also diminish turnaround time. Therefore, working on a department basis, where feasible, is suggested throughout this project.

During this phase, we would like the opportunity to speak with Human Resources and/or Managers to ask questions that came up in our review. This will help ensure we have a good understanding of the jobs. This will be essential when we look for representative job matches when conducting the market analysis.

Phase 4: Job Description Development

Accurate job descriptions are essential because that documentation serves as the foundation for many key organizational functions such as hiring, training, compensating employees and managing their performance. We will work with the City to develop an electronic job description questionnaire that will need to be completed by an employee who represents the job or by the job's manager. We will use the completed job description questionnaires, any existing job documentation and information from our compensation benchmarking resources to write a standardized job description for each job. Upon completion, we will work with relevant individuals at the City to review, edit and finalize each job description ensuring accuracy and thoroughness.

Phase 5: Market Analysis and Revision Process

A market analysis will assist the City in being competitive by helping you understand what the going pay rates are in the marketplace. A market analysis will be conducted using the City's job descriptions and the confirmed labor market of interest for each job. As a result of the market analysis process, we will provide a detailed analysis for each job, showing its going pay rate in the market. Multiple data sources will be used to provide an accurate representation of the going pay rate for each job. The information we provide will include base pay, annual cash bonus and total cash compensation data, where available. Please see Exhibit A for an example of the type of information we can provide.

The City will need to thoroughly review the market data as well as all survey job summaries included in the market analysis. It is especially important to review the survey job summaries to ensure your jobs at the City align well with the jobs we matched them to in our survey sources. The City will need to provide us with documented feedback for any job matches that aren't at least a 75% match to the role at the City. We will remove those job matches from the market analysis results. The later project phases are dependent on the market data, so it is critical that the results are accurate and credible.

Phase 6: Base Pay Structure Development

We will work with the City to develop a base pay structure using this newly obtained market data. The base pay structure will be developed using compensation best practices and calculations (e.g., pre-determined midpoint differentials and pay range spreads). The base pay structure will be complete with pay grades and a range of pay for each pay grade. We can also apply geographic differentials to adjust the final base pay ranges for the cost of labor in cities or regions of interest.

Jobs that are market priced will be assigned to the pay structure based on their target market rate. Jobs that are not included in the market analysis will be slotted into the base pay structure along with comparable jobs that were analyzed. The result of this phase will be a base pay structure that aligns with the City's compensation program goals and objectives.

Phase 7: Financial Modeling and Transition Plan for Implementation

Once the base pay structure is finalized, we will perform financial modeling to compare current employee pay to the updated pay range for their job. The model will show the cost to get each employee's pay to the suggested pay range minimum for their job or how far employee pay is over the suggested pay range maximum. We will work with the City to develop a strategy for handling adjustments for employees whose pay is outside their suggested pay range. We will also partner with the City to determine the extent of any pay range penetration adjustments that may need to be made (based on performance and/or tenure) as part of the transition plan for implementation.

We understand that a phased approach may need to be taken to get employees into their suggested pay range. Thus, the base pay structure and financial modeling information would be provided to the City in an Excel file for ongoing administration purposes.

Phase 8: Compensation Administration Guide

We will develop a compensation administration guide that will provide documentation on how employees at the City will be compensated moving forward. Topics in the guide would include:

- The City's compensation philosophy
- A description of how the compensation program was developed
- Pay structure information
- How base pay decisions will be made for new hires and current employees
- A description of how the City will keep the compensation program up-to-date

The compensation administration guide is typically provided to those who have direct responsibility for administering the compensation plan.

As Requested: Communications

Communication is one of the keys to success when it comes to successfully implementing or revising any compensation program. It is important to manage rising expectations as well as resistance to change. Acceptance of any compensation program requires clear and concise communications. We can develop and deliver communications throughout this project or we can develop communications for the City to distribute. Such communications may include a written project introduction, project updates, training webinars, providing training and support to City staff responsible for ongoing program maintenance, employee compensation letters, etc.

Project Timeline and Fees

The following table lists the fees for the outlined phases of this project. The project fees total will be invoiced in full upon contract execution. Any scope or services outside of what is outlined in this proposal would be considered a separate project with any proposal(s) prepared accordingly or will be billed at the rate of \$250 per hour.

Phase	Fees	Timeline
Phase 1: Background Data Collection and Review	\$1,750	Months 1-2
Phase 2: Project Planning Meeting and Compensation Philosophy Development	\$1,500	
Phase 3: Job Description and Organizational Structure Review	\$1,000	
Phase 4: Job Description Development (40 jobs, additional jobs will be billed at \$500 each)	\$20,000	
Phase 5: Market Analysis and Revision Process (40 jobs in one labor market, additional jobs will be billed at \$350 each for one labor market, additional labor markets will be billed at \$250 per job title per labor market)	\$14,000	Month 3
Phase 6: Base Pay Structure Development (40 jobs, additional jobs will be billed at \$50 each)	\$2,000	Month 4
Phase 7: Financial Modeling and Transition Plan for Implementation (51 employees, additional employees will be billed At \$25 each)	\$1,275	
Phase 8: Compensation Administration Guide	\$3,000	
Total	\$44,525	4 Months
Communications	\$250 per hour	As Requested

Proposal Acceptance

Thank you for the opportunity to submit this proposal. If you have any questions, please email Ashley Thomalla at ashley.thomalla@hubinternational.com. If the City chooses to engage us for the work described herein, please let us know and we will send the proposal via DocuSign so you can complete the Signature Page (i.e., the last page of this document) electronically.

Exhibit A: Market Analysis Sample



**YOUR COMPANY**

Market Analysis Interpretation

Market Analysis Results

The Market Analysis Results show the survey sources, market scope, survey job titles, sample size and the market data that were compiled for the job(s) of interest in your organization. Here's how the data can be interpreted:

- Base Pay
 - 25th Percentile: 25% of the market examined in this analysis is paying at or below this number.
 - 50th Percentile: 50% of the market examined in this analysis is paying at or below this number; this is generally considered the going market rate.
 - 75th Percentile: 75% of the market examined in this analysis is paying at or below this number.
- Annual Bonus: Annual bonus received. It is important to note that not all companies pay bonuses and not all surveys report bonus information.
- Total Cash Compensation: This includes base pay and annual bonuses/incentives received. This number is reported separately in our survey sources and is not just the simple addition of the 50th Percentile and Annual Bonus numbers that are presented in this analysis.

Survey Sources

This page lists the survey sources we included in the market analysis. It also provides a list of all of the states used for regional data, where applicable, and the data effective date of each survey source. All of the data have been aged (using a 3% aging factor) to the effective date listed in the upper left-hand corner of the Market Analysis Results page.

Survey Job Summaries

The Survey Job Summaries contain all of the job summaries we matched your job(s) to in our survey sources. It is important to review these job summaries to ensure they align well with the job(s) in your organization. Please let us know if any job summaries do not represent the job(s) of interest in your organization. In such instances, we can work to find better job matches if they exist. If better job matches cannot be found, we can delete the survey jobs where concerns exist.



Market Analysis Results



Survey Name	Scope	Survey Job Title	# of Orgs	# of Incs	25th Percentile	Base Pay 50th Percentile	75th Percentile	Annual Bonus	Total Cash Compensation
Effective: 07/01/2024									
Administrative Assistant	Omaha, NE/All Industries/\$40M Rev/300 Ees								
CompAnalyst	Omaha, NE/All Industries/\$10M-\$50M Rev	Administrative Assistant II	N/A	N/A	42,522	47,370	53,127		48,279
CompAnalyst	Omaha, NE/All Industries/200-500 Ees	Administrative Assistant II	N/A	N/A	46,259	51,612	57,875		52,521
Compdata	Omaha-Council Bluffs, NE-IA/All Industries/200-499.9 Ees	Administrative Assistant I	6	13	42,844	47,445	54,500		47,445
ERI	Omaha, NE/All Industries/\$40M Rev	Administrative Assistant	N/A	N/A	45,314	48,681	53,406	983	49,664
ERI	Omaha, NE/All Industries/300 Ees	Administrative Assistant	N/A	N/A	45,315	48,682	53,407	982	49,665
PayFactors	Omaha, NE/All Industries/\$10M-\$50M Rev	Administrative Assistant II	N/A	N/A	42,926	48,077	53,834	2,323	49,188
PayFactors	Omaha, NE/All Industries/200-500 Ees	Administrative Assistant II	N/A	N/A	43,633	48,885	54,743	2,424	49,996
Average					44,116	48,679	54,413	1,678	49,537

Survey Sources

Survey Name	Survey Abbreviation	Geographic Scope	Data Effective Date
Salary.com's CompAnalyst Market Data	CompAnalyst	Local	3/1/2024
Compdata Surveys BenchmarkPro Midwest	Compdata	Local	10/1/2023
Economic Research Institute	ERI	Local	2/14/2024
PayFactors	PayFactors	Local	3/1/2024

**YOUR COMPANY**

Survey Job Summaries

Administrative Assistant

Companalyst – Administrative Assistant II

Provides administrative support to an individual, team, department or group in an organization. Collects, reviews and analyzes data and prepares reports, charts, budgets, and other presentation materials utilizing word processing, spreadsheet, or specialized software. Prepares and distributes reports or other communications on a regular schedule. Maintains files, databases, and archives of relevant records. Screens calls and responds to or routes routine inquiries from external or internal sources with appropriate correspondence or other messaging. Schedules and coordinates meetings, travel, and other group activities. May manage expense reporting, invoicing, office supply inventory, or other routine processes. Requires a high school diploma. Typically reports to a supervisor or manager. Works under moderate supervision. Gaining or has attained full proficiency in a specific area of discipline. Typically requires 1-3 years of related experience.

Compdata – Administrative Assistant I

Performs a variety of administrative tasks including budget preparation, scheduling, reporting and tracking information for an executive. Prepares simple analyses of information or data. Checks and follows-up as required. Makes interpretations and recommendations. Reviews and answers correspondence. Coordinates collection and preparation of operating reports. Performs clerical duties such as keyboarding, scheduling and opening mail. May develop appropriate methods to handle information. Strong communication, interpersonal and secretarial skills. Knowledge of organization policy and procedures and department operations. High school education and two years secretarial experience.

ERI – Administrative Assistant

Supports an organization or department by performing administrative services. Assists management with administrative tasks such as tracking and compiling information of interest. Prepares various reports detailing the administrative information handled by the position. Reads and answers correspondence. May handle confidential information.

Payfactors – Administrative Assistant II

Performs broad administrative and staff support duties for the organization. Job Duties: Prepares reports and presentation materials. Receives and responds to correspondence. Receives and directs visitors. Schedules meetings and performs other duties as assigned. Experience and Education: Performs work under general supervision. Handles moderately complex issues and problems and refers more complex issues to higher-level staff. Possesses solid working knowledge of subject matter. May provide leadership, coaching, and/or mentoring to a subordinate group. Typically requires a high school diploma and 2 to 4 years of experience. Reports to: Typically reports to a supervisor or manager.

SAMPLE

Professional Profiles



Ashley Thomalla

Senior Vice President
HR Consulting



P 402.964.5409
F 531.242.4385
E ashley.thomalla@hubinternational.com

Education

Doctor of Philosophy | Industrial / Organizational Psychology
University of Nebraska Omaha | Omaha, NE

Master of Arts | Industrial / Organizational Psychology
University of Nebraska Omaha | Omaha, NE

Bachelor of Arts | Psychology
University of Nebraska Lincoln | Lincoln, NE

Professional Designations

Certified Compensation Professional **CCP**
Global Remuneration Professional **GRP**
WELCOA's Seven Benchmarks: Advanced Certification

Ashley is dedicated to meeting client needs and helping them see the big picture in their organization. Her background in industrial/organizational psychology, coupled with her common sense approach and ability to balance science and practice, prove to be crucial in her work as a consultant. Ashley brings her outside perspective to help numerous clients, including those in financial services, healthcare, non-profits and utilities.

She has experience analyzing and documenting jobs, which serve as the foundation of many key organizational functions such as hiring, training, compensating employees and managing their performance. Her experience includes work environment scans and audits as well as organizational design and selection projects. On a regular basis, Ashley conducts research and analyzes data to answer questions and examines best practices and industry trends to help clients see how their policies and practices compare.

Ashley's education and experience in compensating and rewarding employees have helped her to focus clients on the importance of their total rewards strategies. She routinely provides clients with compensation recommendations to help them attract and retain qualified employees. Furthermore, Ashley encourages a pay for performance culture and has helped clients design pay for performance plans to motivate desired employee behaviors that lead to positive organizational outcomes. Her analytical ability, critical-thinking skills and attention to detail prove very useful in helping clients meet their needs.



P 402.964.5407
F 531.242.4346
E ariana.orozco@hubinternational.com

Education

Master of Business Administration | Human Resources Management
University of Nebraska Omaha | Omaha, NE

Bachelor of Science | Human Resources Management & General Management
University of Nebraska Omaha | Omaha, NE

Professional Designations

Certified Compensation Professional [CCP](#)
Professional in Human Resources [PHR](#)
SHRM Certified Professional [SHRM-CP](#)

As a Consultant, Ariana works with clients to solve HR challenges, she serves as project manager and subject matter expert on a variety of compensation projects, including compensation philosophy development, job description development, FLSA classification, market analysis, peer analysis, custom survey projects, base pay structure development, financial modeling and transition planning, short-term incentive plan development and modeling and compensation policy development.

Ariana analyzes compensation data and develops recommendations for clients to ensure that their total rewards strategies, with a focus on pay-for-performance, attract and retain qualified employees. Her education and previous experience have equipped her with the tools needed to deliver effective HR solutions and exceptional customer service.

Ariana enjoys continuous development, she holds her Certified Compensation Professional (CCP), Society for Human Resource Management Certified Professional (SHRM-CP) and her Professional in Human Resources (PHR) certifications.

She is a member of the Human Resources Association of Treasure Valley (HRATV), the Society for Human Resource Management (SHRM), Southern Idaho Compensation and Benefits Association (SICBA) and World at Work. When away from work, she enjoys spending time with family and friends, being outdoors and volunteering in the community.

Tiffany Koppes

Compensation Analyst
HR Consulting



P 402.964.5412
F 605.553.8578
E tiffany.koppes@hubinternational.com

Education
Bachelor of Arts | Business Communications
Iowa State University | Ames, IA

Professional Designations
Compensation Analyst Credential [CAC](#)

As a Compensation Analyst on our HR Consulting Team, Tiffany assists with a variety of projects, including the development of compensation philosophies, pay structures, incentive plans and custom surveys. She works diligently to compile compensation data to help clients understand market-competitive pay rates for specific jobs. She provides consistent and reliable client support throughout the project lifecycle.

Tiffany also conducts research on a variety of human resource trends, best practices and various issues / laws. She uses her findings to write research summaries and reports accordingly. She is a member of the Society for Human Resource Management (SHRM), the Sioux Empire Society for Human Resource Management (SESHRM) and World at Work.

When away from work, Tiffany spends time with her husband and twin girls. They enjoy camping and attending baseball games. Tiffany also keeps busy as a choreographer for musical productions at several local theatres.

Erin Dozier

Compensation Assistant
HR Consulting



P 402.964.5410
E erin.dozier@hubinternational.com

Education

Master of Science | Human Resources
Western Carolina University | Cullowhee, NC

Master of Library and Information Studies
University of Alabama | Tuscaloosa, AL

Bachelor of Arts | History
University of Montevallo | Montevallo, AL

Professional Designations

Society of Human Resources Management Certified
Professional [SHRM-CP](#)

Erin joined our HR Consulting Team in 2023. As a Compensation Assistant, she is primarily responsible for compiling data for market analysis projects and assisting her team with other projects as needed. She enjoys working with data and spreadsheets on a daily basis and knows that her contributions help her team provide quality deliverables to clients.

Prior to transitioning to the HR field, Erin was a librarian for seven years. She has extensive research experience, a sharp attention to detail and a client-focused mindset, all of which help ensure her work is accurate and on time.

As a former librarian, it should come as no surprise that Erin is an avid reader and loves to pick out books for other people in her free time. She is also a huge University of Alabama football fan (a trait she inherited from her dad but became an even bigger fan once the school became her alma mater). Another fun fact about Erin is that she is a former and future beekeeper – just not a current one due to HOA restrictions.

Master Services Agreement



Master Services Agreement

THIS MASTER SERVICES AGREEMENT (this “**MSA**”) is dated and effective as of October 22, 2024 (the “**Effective Date**”), is by and between (a) the City of Pekin, Illinois, having a principal place of business at 111 S. Capitol St., Pekin, IL 61554 (“**Client**”), and (b) HUB International Midwest Limited, having a principal place of business at 150 North Riverside Plaza, 17th Floor, Chicago, IL 60606 (“**Consultant**”).

WHEREAS, Consultant desires to provide to Client, and Client desires to obtain from Consultant, services on the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and of other good and valid consideration, the receipt and sufficiency of which is hereby acknowledged, Client and Consultant (collectively, the “**Parties**” and each, a “**Party**”) hereby agree as follows:

1. Services, Statements of Work and Consultant Staff.

Subject to the terms and conditions of this Agreement, Client may request services to be provided by Consultant, and if Consultant desires to deliver such requested services, the Parties shall document such services (“**Services**”), fees and applicable terms in a statement of work which shall be subject to and governed by this MSA (each, an “**SOW**”). Each SOW shall be substantially in the form as the Template SOW set forth in Schedule A attached hereto. Any references herein to this “**Agreement**” shall mean this MSA, together with any and all applicable SOWs and other attachments to this MSA or any SOWs. In the event of conflict among terms, the order of priority will be as follows: (i) this MSA, (ii) an SOW, and (ii) an attachment to an SOW; provided, however, that the conflicting term of an SOW will control so long as such SOW specifically references the superseded section in the MSA and states that the SOW takes precedence.

2. Fees and Payment.

(a) For each set of Services provided by Consultant hereunder, Client shall pay Consultant the fees set forth in each applicable SOW. Client shall reimburse Consultant for all authorized expenses specified in a SOW, including travel expenses, incurred by Consultant as required in connection with the furnishing of Services under this Agreement. Subject to any payment terms in the applicable SOW, Client shall remit payment in full on all undisputed invoices issued under each SOW within thirty (30) days of Client’s receipt of such invoice. All fees and expenses are payable in U.S. Dollars.

- (b) Client shall be responsible for any excise, sales, use or other similar tax, properly imposed by any governmental body or agency with respect to the Services. Client shall not be obligated to pay any taxes based on Consultant's net income or property.
- (c) Client may withhold or deduct amounts from its payment of properly submitted invoices only if Client reasonably disputes such invoice in good faith and promptly provides Consultant notice of such of such dispute which shall include, among other things, a description of the particular amounts in dispute, and an explanation of the reason why Client disputes such amounts. Any such deduction shall not be deemed a waiver of any right of or objection by Consultant to seek recovery of such disputed amounts. In the event that any dispute under this Section is resolved in favor of Consultant, Client will pay unpaid amounts for such dispute promptly. In the event that the dispute is resolved in favor of Client and Client has previously made payment to Consultant, Consultant will, for amounts previously paid to Consultant, credit such amounts against any payments then due under any active SOW or, if no such payment is then due, promptly refund such amount to Client.

3. Term and Termination.

- (a) Term. The term of this Agreement shall commence on the Effective Date and will continue until (i) a Party terminates this Agreement by written notice of termination following the expiration of all SOWs hereunder or (ii) this Agreement is otherwise terminated as set forth in this MSA or the applicable SOW.
- (b) Termination of Agreement or an SOW. Either Party may terminate this Agreement in its entirety or an active and applicable SOW for cause effective upon written notice to the other Party if the other Party materially breaches any covenant, agreement, representation or warranty contained in this MSA or any applicable SOW or defaults or fails to perform any of its obligations or agreements under this MSA or applicable SOW in any material respect, and, if curable, such other Party fails to cure such breach or default within thirty (30) days (or ten (10) days the case of payment defaults) after receipt of written notice of default from the non-defaulting Party. If a Party terminates the Agreement pursuant to this Section 3(b), then all active SOWs shall be deemed terminated as of the effective date of termination of the Agreement; provided, however, that if Consultant terminates the Agreement pursuant to this Section 3(b), then Client shall promptly pay to Consultant all Service Fees relating to any Services that Consultant is performing as of immediately prior to such termination.

4. Intellectual Property and Ownership.

- (a) Consultant Technology. Consultant has created, acquired or otherwise has rights in, and may, in connection with the performance of the Services, create or acquire rights in, various concepts, ideas, methods, methodologies, procedures, processes, know-how, techniques, models, templates, the generalized features of the structure, sequence and organization of software, user interfaces and screen designs, general purpose consulting and software tools, utilities and routines, and logic, coherence and methods of operation of systems, in each instance without the use or reference to any materials, data, ideas, processes or intellectual property owned by Client (collectively, the “**Consultant Technology**”).
- (b) Ownership of Deliverables. For purposes of this Agreement and each SOW, “**Deliverables**” shall mean all work product created by Consultant for delivery to Client in connection with any Services provided hereunder, if any, and any modifications or enhancements thereto or derivatives thereof. All Deliverables are prepared and delivered to Client as “work-made-for-hire” under applicable law. Unless otherwise specifically set forth in an SOW, Consultant hereby (i) assigns and transfers to Client ownership of all rights and title, including all global intellectual property rights, in all Deliverables (except for any Consultant Technology or third party intellectual property contained therein), and (ii) grants to Client a perpetual, non-revocable, non-exclusive, royalty-free, worldwide, transferable license to use and grant sublicenses to any Consultant Technology and third party intellectual property contained in the Deliverables. To the extent any Deliverable is not deemed to be a “work-made-for-hire,” Consultant hereby assigns to Client all of its right, title and interest in such Deliverable.
- (c) Ownership of Consultant Property. To the extent that Consultant utilizes any Consultant Technology or any third party intellectual property in connection with the performance of the Services, Consultant, or the applicable third-party licensor, shall retain all right, title and interest in and to such property. Except for the license expressly granted in Section 4(b), Client shall acquire no right or interest in such property.

5. **Confidentiality.**

- (a) To the extent that, in connection with this Agreement and any SOWs, a Party (the “**Recipient**”) comes into possession of any confidential or proprietary information of the other Party (the “**Disclosing Party**”) that is marked as confidential or should be reasonably known to be confidential (even if not marked) (“**Confidential Information**”), the Recipient shall use the Confidential Information of the Disclosing Party solely for the purposes of this Agreement and the applicable SOW, and

will not disclose such Confidential Information to any person, except to its own employees or consultants having a “need to know” (and who are themselves bound by similar nondisclosure restrictions), and to such other recipients as the Disclosing Party may approve in writing. The terms of this Agreement and each SOW shall also be considered the Confidential Information of both Parties and the Deliverables shall be considered the Confidential Information of Client. Each Party shall maintain the Confidential Information of the other Party in confidence using at least the same degree of care as it employs in maintaining the confidentiality of its own proprietary and confidential information, but in no event less than a reasonable degree of care.

- (b) Confidential Information shall not include information which (i) shall have otherwise become publicly available (other than as a result of disclosure by the Recipient); (ii) was disclosed to the Recipient on a non-confidential basis from a third party who was not prohibited from disclosing such information; or (iii) is developed by the Recipient independently of any disclosure of such information made by the Disclosing Party. A Recipient also may disclose Confidential Information to the extent required by an order of a court of competent jurisdiction, administrative agency or governmental body, or by any law, rule or regulation, or by subpoena, summons or other administrative or legal process, or by applicable regulatory or professional standards or in connection with any judicial or other proceeding involving Consultant and Client relating to this Agreement or any SOW.
- (c) On the Disclosing Party’s request, the Recipient shall promptly return to the Disclosing Party, or destroy, all Confidential Information in its and its representatives’ possession; provided, however, that nothing herein shall require Recipient to alter, modify, delete or destroy any back-up, archival or electronic tapes, metadata or latent data made in the ordinary course of business provided that such Confidential Information shall remain subject to the confidentiality obligations and restrictions on use set forth herein in accordance with the terms hereof.
- (d) The rights and obligations of the Parties under this Section 5 shall expire two (2) years following the termination of this Agreement; provided that with respect to Confidential Information that constitutes a trade secret under applicable law (and to the extent Disclosing Party has provided written notification to Recipient of such treatment), such rights and obligations will survive such expiration until such Confidential Information loses its trade secret protection other than due to an act or omission of Recipient or its representatives.

- 6. Information Submission; Reasonable Cooperation.** Client shall timely submit to Consultant all information in Client's control or possession that is reasonably required for Consultant to perform the Services, and Client is responsible for the accuracy and completeness of such information. Client shall be responsible for retaining for its own use information that it delivers to Consultant and for taking other precautions that Client deems necessary in the event such information or other materials delivered to Consultant are lost or destroyed. Client acknowledges that the performance of the Services by Consultant requires the reasonable cooperation of Client from time to time. Consultant shall have no obligation to perform the Services to the extent Consultant reasonably requests that Client provide some cooperation in connection with the performance of the Services and Client fails to provide such cooperation.
- 7. Nature of Services.** Client acknowledges that the Services are not of a legal nature and that Consultant will in no event provide, or be required to provide, any legal or tax opinion or advice, or otherwise provide any legal or tax representation to Client. Without limiting the generality of the foregoing sentence, Client hereby covenants and agrees that none of Client nor any of its affiliates shall bring suit or otherwise assert any claim against Consultant, or assert a defense against any claim asserted by Consultant, before any court, arbitrator, mediator or administrative agency anywhere in the world, alleging that Consultant provided any legal or tax opinion, advice or representation in connection with the Services, except to the extent such right may not be waived by law.
- 8. Limitations on Warranties.** CONSULTANT WARRANTS THAT IT WILL PERFORM SERVICES HEREUNDER IN GOOD FAITH AND IN A PROFESSIONAL MANNER. CONSULTANT DISCLAIMS ALL OTHER WARRANTIES, EITHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. FOR ANY BREACH OF THE FOREGOING LIMITED WARRANTY, AS CLIENT'S SOLE AND EXCLUSIVE REMEDY, CONSULTANT WILL, AT ITS SOLE OPTION, EITHER RE-PERFORM THE SERVICES AS WARRANTED AT NO ADDITIONAL COST TO CLIENT OR REFUND ANY FEES PAID BY CLIENT FOR THE DEFICIENT SERVICES.
- 9. Limitation of Liabilities.**
IN NO EVENT WILL A PARTY HERETO OR ITS AFFILIATES BE LIABLE TO THE OTHER PARTY OR ANY OF ITS AFFILIATES UNDER THIS AGREEMENT FOR INCIDENTAL, CONSEQUENTIAL, DIRECT, PUNITIVE, SPECIAL OR SIMILAR DAMAGES (INCLUDING LOSS OF PROFITS, DATA, BUSINESS OR GOODWILL) CAUSED BY ITS ACTS OR OMISSIONS UNDER THIS AGREEMENT, REGARDLESS OF WHETHER SUCH LIABILITY IS BASED ON BREACH OF CONTRACT, TORT, STRICT LIABILITY, BREACH OF WARRANTIES, FAILURE OF ESSENTIAL PURPOSE OR OTHERWISE, EVEN IF SUCH PARTY IS ADVISED OF THE LIKELIHOOD OF SUCH DAMAGES. OTHER THAN FOR LIABILITY THAT ARISES OUT OF

EITHER PARTY'S INTENTIONAL MISCONDUCT, EACH PARTY'S LIABILITY ARISING OUT OF THIS AGREEMENT, WHETHER IN CONTRACT, NEGLIGENCE, AND/OR TORT (OTHER THAN CLIENT'S OBLIGATION TO PAY FEES UNDER ANY SOW), SHALL BE LIMITED TO AN AMOUNT NOT TO EXCEED THE AGGREGATE AMOUNT PAID BY CLIENT PURSUANT TO THE APPLICABLE SOW DURING THE TWELVE (12) MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO THE APPLICABLE CLAIM FOR DAMAGES.

10. Indemnity.

- (a) Each Party (the "**Indemnifying Party**") will indemnify, defend and hold harmless the other Party, its officers and employees (the "**Indemnified Party**") from and against any and all liability, expense, including reasonable defense costs and reasonable legal fees, and damages arising out of any claim that, (i) in the case of Consultant, the Services, Deliverables or work product created by or delivered by Consultant to Client or (ii) in the case of Client, any materials provided by Client to Consultant, in connection with this Agreement, infringes any intellectual property or commercial right, including all worldwide patents, trademarks, copyrights and moral rights and any unauthorized use of any trade secret. If any Services, work product or Deliverable, or any portion thereof, is determined or reasonably suspected to be an infringing, Consultant, at its option and expense, shall (x) procure for Client the continued use of such work product or Deliverable, (y) replace such work product or Deliverable with non-infringing work product or Deliverable that is a functional equivalent, or (z) modify the work product or Deliverable so that it becomes non-infringing and remains functionally equivalent. As a condition to the foregoing indemnity obligations, the Indemnified Party shall provide the Indemnifying Party with prompt notice of any claim for which indemnification shall be sought hereunder and shall cooperate in all reasonable respects with the Indemnifying Party in connection with any such claim.
- (b) For any indemnified claims under this Section 10, the Indemnifying Party shall have the right to control and direct the investigation and defense of the claim and any related settlement negotiations. The Indemnifying Party shall be entitled to control the handling of any such claim and to defend or settle any such claim, in its sole discretion, with counsel of its own choosing. The Indemnified Party shall reasonably cooperate with the Indemnifying Party in connection with the foregoing. The Indemnified Party may, at its sole option and at its own expense, participate in the claim with its own separate legal counsel, in which event the cost of such participation (including the cost of such separate legal counsel) shall be borne by the Indemnified Party. The exercise by the Indemnified Party of its option to participate in the claim and/or select its own separate legal counsel shall in no way limit

or modify the Indemnifying Party's obligations set forth above in this Section 10. The Indemnifying Party shall not agree to any settlement of a claim against the Indemnified Party without the Indemnified Party's prior written consent, which shall not be unreasonably withheld or delayed.

(c) In performing Services relating to plan eligibility (including processing enrollment forms that have been submitted to Consultant by Client, and enrolling and un-enrolling Client's employees and their beneficiaries in Client's insurance plans), if any, Consultant will process eligibility forms and other eligibility communications as submitted by Client to Consultant from time to time, and Consultant shall not be responsible for verifying the content or accuracy of such forms or communications. Consultant shall not be liable to Client or any other third party, including any insurance carrier or individual, for any claim, suit, loss, damages or expenses arising out of or relating to Consultant's provision of such Services. Client shall indemnify, defend and hold harmless Consultant and its affiliates, and their respective directors, officers, employees, agents, and successors and permitted assigns from claims, suits, losses, damages and expenses (including attorneys' fees) arising out of or relating to Consultant's provision of such Services.

11. Non-Solicitation. During the Term and for a period of one (1) year thereafter, neither Party shall, directly or indirectly, for its own benefit or the benefit of another, employ, solicit or retain the services of the personnel of the other Party who are involved in the receipt or provision of the Services. In the event a Party breaches this Section 11, the breaching Party shall be liable to the aggrieved Party for an amount equal to two hundred percent (200%) of the annual base compensation of the relevant personnel in his/her new position. Although such payment shall be the aggrieved Party's exclusive means of monetary recovery from the breaching Party for breach of this Section 11, such a breach shall be considered a material breach of this Agreement and the aggrieved Party's remedies of termination, injunction and damages shall be cumulative.

12. Other Terms.

(a) Waiver of Jury Trial. EACH OF THE PARTIES HEREBY IRREVOCABLY WAIVES, TO THE FULLEST EXTENT PERMITTED BY LAW, ALL RIGHT TO TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM (WHETHER IN CONTRACT, STATUTE, TORT (INCLUDING, WITHOUT LIMITATION, NEGLIGENCE) OR OTHERWISE) RELATING TO THE AGREEMENT AND ANY SOW.

(b) Independent Consultant. Client and Consultant expressly agree that Consultant is an independent contractor with respect to all Services performed under this Agreement and that Consultant, its subcontractors, and anyone employed by either Consultant or its

subcontractors shall not be deemed for any purpose to be an employee, agent, servant, or representative of Client, Consultant and its subcontractors shall be solely responsible for any and all salaries, employee benefit plans, taxes, insurance, and any and all other compensations and responsibilities for their respective employees. Consultant, its subcontractors and any of their employees shall not be authorized to act or appear to act as agents or representatives of Client, whether in performing the Services or otherwise. If the performance of the Services shall include the use by Consultant or its subcontractors of Client's facilities, equipment or other resources, such use is permitted only to the extent necessary for the performance of the Services and not for any other purpose. This Agreement does not create, and shall not be construed by the Parties hereto or any third party as creating, any agency, partnership, joint venture, or employment relationship between the Parties hereto.

- (c) Survival. Except as otherwise set forth herein, all sections herein relating to payment, ownership of property or intellectual or proprietary rights, confidentiality, warranties, limitations of warranties, limitations on damages and actions, indemnity, non-solicitation, waiver and waiver of jury trial shall survive the expiration or termination of this Agreement.
- (d) Notices. Except as otherwise provided by the Agreement, all notices, requests, consents, approvals, agreements, authorizations, acknowledgments, waivers and other communications required or permitted under the Agreement will be in writing, and will be deemed given if sent to the addressee specified below either (i) by registered or certified U.S. mail, return receipt requested, postage prepaid, three (3) calendar days after such mailing or (ii) by national overnight courier service, the next business day.

In the case of Client:

City of Pekin, Illinois
111 S. Capitol St.
Pekin, IL 61554
Attention: Shelly Costa, Human Resources Director

In the case of Consultant:

HUB International Midwest Limited
150 North Riverside Plaza, 17th Floor
Chicago, IL 60606
Attention: General Counsel

- (e) Assignment. Except as provided herein, neither Party may assign, transfer or delegate any of the rights or obligations under this Agreement or any SOW (including, without limitation interests or claims relating to this Agreement or any SOW) without the prior written consent of the other Party. Notwithstanding the foregoing a Party may assign its rights and obligations under the Agreement to an entity acquiring, directly or indirectly, Control of such Party, an entity into which such Party is merged, or an entity acquiring all or substantially all of such Party's assets. Any attempted assignment that does not comply with the terms of this Section will be null and void. For the purposes of this Agreement, "**Control**" means the possession, direct or indirect, of the power to solely direct or cause the direction of the management or policies of an entity, whether through the ownership of voting securities (or other ownership interest), by contract or otherwise.
- (f) Waiver. The failure of either Party to insist upon strict performance of any of the provisions contained in this Agreement shall not constitute a waiver of its rights as set forth in this Agreement, at law or in equity, or a waiver of any other provisions of subsequent default by the other Party of any of the terms or conditions of this Agreement.
- (g) Entire Agreement. This Agreement, including all Schedules attached hereto and made a part hereof, constitutes the entire agreement between the Parties hereto with respect to the subject matter hereof and supersedes all other oral or written representations, understandings or agreements relating to the subject matter hereof, and may not be amended except by a written agreement signed by the Parties.
- (h) Governing Law. This Agreement shall be construed and governed in accordance with the laws of the State of Illinois, without regard to conflict of laws principles. In the event the Parties are unable to mediate their dispute to a satisfactory resolution, the Parties agree that the applicable state and federal courts located in Chicago, Illinois shall have exclusive jurisdiction to hear and determine any claims or disputes between the Parties arising out of or related to this Agreement. The Parties expressly submit and consent in advance to such jurisdiction in any action or suit commenced in such court, and each Party hereby waives any objection that it may have based upon lack of personal jurisdiction, improper venue or *forum non conveniens*.
- (i) Severability. If any provision of this Agreement is found by a court of competent jurisdiction to be unenforceable, such provision shall not affect the other provisions, but such unenforceable provision shall be deemed modified to the extent necessary to render it enforceable,

preserving to the fullest extent permissible the intent of the Parties set forth in this Agreement.

- (j) Counterparts. This Agreement may be executed in one or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument; however, this Agreement will be of no force or effect until executed by both Parties.
- (k) Publicity. Neither party shall use the name of the other party in any form of marketing, publicity or advertising concerning efforts in connection with this Agreement without the prior consent of the other party, which such consent shall not be unreasonably withheld.

Signature page immediately follows.

IN WITNESS WHEREOF, intending to be legally bound hereby, the Parties have caused this MSA to be executed by their duly authorized representatives.

Client: _____

Signature: _____

Name: _____

Title: _____

Date: _____

Billing Contact Information

Name: _____

Title: _____

Phone: _____

Email: _____

Address: _____

Business Type (LLC, C Corp, S Corp or Nonprofit): _____

Federal Tax ID Number/Federal Employer ID Number: _____

SIC Code: _____

Consultant: HUB International Midwest Limited

Signature: _____

Name: Andrea Goodkin

Title: Executive Vice President, People & Technology Consulting

Date: _____

City of Pekin

REQUEST FOR PROPOSAL Wage and Compensation Study

October 10, 2024

Mr. Ronnie Charles, SPHR, GPHR, IPMA-SCP

National Managing Director & Practice Leader | Public Sector & Higher Education

651.234.0848 | Ronnie_Charles@ajg.com

Mr. Erik Smetana, MBA, SPHR, SHRM-SCP, SWP

Managing Director & Operations Leader | Public Sector & Higher Education

314.494.4849 | Erik_HenrySmetana@ajg.com

Gallagher Benefit Services, Inc. | ajg.com



Gallagher

Insurance | Risk Management | Consulting

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Cover Letter

October 10, 2024

PERSONAL & CONFIDENTIAL

Shelly Costa
Human Resources Director
City of Pekin
111 South Capitol Street
Pekin, IL 61554

Dear Shelly:

We appreciate the opportunity to present this proposal regarding services Gallagher's Human Resources & Compensation Consulting practice is able to offer the City of Pekin (the City). Gallagher is highly capable and qualified to work with the City based on our extensive experience with public sector organizations across the country. We would consider it a privilege to serve the City in this capacity.

It is our understanding that the City is requesting proposals from qualified professionals experienced in conducting compensation and classification studies for a contract.

We believe we will provide the City with the most diversely experienced project team of any consulting practice in the country, which enhances the solutions and recommendations we will provide on this engagement. The questions and perspective provided by our team ensure we anticipate any issues the City may face throughout this project, as well as the ongoing management of the updated classification and compensation system.

We have prepared the following proposal in response to your request. We appreciate having the opportunity to submit this proposal and look forward to assisting the City in this engagement.

Sincerely,



Ronnie Charles, SPHR, GPHR, IPMA-SCP
National Managing Director & Practice Leader
651.234.0848 | Ronnie_Charles@ajg.com



Erik Smetana, MBA, SPHR, SHRM-SCP, SWP
Managing Director & Operations Leader
314.494.4849 | Erik_HenrySmetana@ajg.com

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A. Agents and Address

1. Name, mailing address, email address, and telephone number of the Consultant.

Gallagher Benefit Services, Inc.

2850 Golf Road, Rolling Meadows, IL 60008 (*headquarters*)

8 Cadillac Drive, Creekside Crossing, Brentwood, TN 37027 (*mailing address and primary project address*)

Erik_HenrySmetana@ajg.com

P: 314.494.4849 | F: 612.339.2569

2. Description of the Consultant (corporation, partnership, other relevant descriptions) and year established.

Gallagher Benefit Services, Inc., is a wholly owned subsidiary of Arthur J. Gallagher & Company, a publically traded company under the symbol AJG. Gallagher Benefit Services, Inc. was incorporated in 1999 in Delaware.

3. Name(s), title(s), and business address of the person(s) responsible for submitting the proposal.

Ronnie Charles, SPHR, GPHR, IPMA-SCP

National Managing Director & Practice Leader

P: 651.234.0848 | F: 612.339.2569

Ronnie_Charles@ajg.com

5516 Falmouth Street

Richmond, VA 23230

Erik Smetana, MBA, SPHR, SHRM-SCP

Managing Director & Operations Leader

P: 314.494.4849 | F: 612.339.2569

Erik_HenrySmetana@ajg.com

8 Cadillac Drive, Creekside Crossing

Brentwood, TN 37027

4. Identification by name of all key personnel working on the project, their experience, education and the specific role each individual will fill.

Gallagher fosters a commitment of excellence, professionalism, integrity, collaboration, and urgency to each of our clients. With each unique client, Gallagher combines these principles to deliver client services customized, specifically to meet your needs. Your Gallagher consulting team has years of experience consulting to public sector clients, including public employers, with a significantly diverse employee workforce.

Each member of Gallagher's public sector compensation consulting practice has achieved one or more of the following certifications and/or degrees:

- Certified Compensation Professional from WorldatWork
- IPMA-SCP from the Public Sector Human Resources Association
- PHR and SPHR from the Human Resources Certification Institute
- SHRM-CP and SCP from the Society for Human Resource Management
- SWP and HCS from the Human Capital Institute
- Master's degree or above, in Human Resources, Business Administration, and/or Organizational Psychology

PROJECT ADVISORS

RONNIE CHARLES, SPHR, GPHR, IPMA-SCP - National Managing Director - 30 years of experience

Ronnie leads Gallagher's public sector Human Resources & Compensation Consulting practice. Ronnie has over 30 years of Public Sector HR experience, including Chief Human Resources Officer (CHRO) experience, most recently in the City of Baltimore, with additional professional stints in the District of Columbia, the State of Virginia, and the City of Suffolk, Virginia. Ronnie has a Bachelor's Degree in Management from Saint Paul's College. Ronnie is a member of several professional organizations, including the International Public Management Association for Human Resources (IPMA-HR), and is a past chair of the International IPMA-HR Professional Development Committee. In addition, Ronnie is a past Chair of the Human Resources Institute (HRCI). He brings vast experience in domestic U.S. and Global HR compensation practices.

ERIK HENRY-SMETANA, MBA, SHRM-SCP, SPHR, SWP, Managing Director - 20 years of experience

Erik's 20-plus-year work history has led him to serve in various diverse roles across human resource management, particularly in compensation and benefits, talent management and organizational development, people analytics, and employee relations and policy development. Erik has extensive experience in private and public sectors, working with an eclectic mix of dynamic organizations, including Fortune 500 companies across multiple industries, international not-for-profit organizations, membership associations, media outlets (e.g., NPR and NBC affiliates), institutions of higher education and research, and others. Before joining Gallagher, he served as the enterprise-wide Deputy CHRO with the University of Missouri System and Vanderbilt University as the Executive Director of People & Engagement, leading, designing, and implementing compensation and people-focused programs and initiatives.

PROJECT LEADERSHIP & LEADERSHIP SUPPORT

MICHAEL BURTON, Principal Consultant - 20 years' experience

With over two decades of experience in the field of compensation and benefits, he brings a wealth of knowledge and expertise that spans various industries, including utilities, business services, educational institutions, pharmaceuticals, and financial services. His career journey has equipped him with a deep understanding of total rewards strategies, enabling him to design and manage innovative programs that attract, retain, and motivate top talent. Michael has a proven track record of crafting and implementing intricate compensation and benefits programs tailored to meet the unique needs of diverse organizations. Whether it's developing competitive compensation structures, designing executive and variable incentive plans, or managing comprehensive benefits packages, Michael has consistently delivered solutions that align with business goals while ensuring fairness and transparency.

BEVERLY MOULTRIE, SPHR, IMPA-SCP, Principal Consultant - 25 years of experience

Beverly has over 25 years of professional human resources experience in all facets of HR Operations including Talent Acquisition, Compensation, Benefits, Employee & Labor Relations, Diversity Equity & Inclusion, Talent Development and Safety & Health. Beverly also brings a wide range of expertise working with large, mid-sized, and start-up organizations (both public and private) in government, higher education, healthcare, manufacturing, non-profit and service environments. Beverly is particularly adept at managing complex projects and has led the adoption of employee relation strategies and human resource systems where no prior system existed. Her experience also includes a progressive career in HR leadership roles as a Senior HR Leader and Corporate Diversity & Inclusion Manager for Fortune 500 companies. Additionally, Beverly has served as the CHRO for the City of Chattanooga, where she launched the strategic development of the City's equity & inclusion work with the Government Alliance on Race and Equity. Beverly has a master's degree in business with an emphasis on organization development and is a certified senior human resource professional.

LARRY ROBERTSON, Senior Consultant - 26 years of experience

Larry's 27-plus-year work history includes a variety of roles that included compensation, human resources information systems, and recruiting as well as serving in a primary leadership role as acting vice president for human resources for several months. Larry has experience in both private and public sectors, working in a manufacturing environment before moving to higher education for the 21 years prior to coming to Gallagher. He has previously earned professional certifications with the Human Resources Certification Institute (PHR and SPHR). He has been actively involved in CUPA-HR on chapter, regional, and national boards. He is a 2022 CUPA-HR Distinguished Service Award Recipient.

SHARI FALLON, PHR, SHRM-CP, Senior Consultant - 24 years of experience

Prior to joining Gallagher, Shari worked for Cornell University as a Senior Compensation & Workforce Analytics Consultant for 24 years. In her role at Cornell University, Shari was responsible for providing expertise and consultation to campus constituents and resolving

conflicts among functional areas to support best practice standards. She developed and designed the institutional foundation for assessing, delivering, and applying workforce planning analytics, advancing HR interests and shared responsibility in the consistency of practice across recruiting, compensation, staffing patterns, performance management, training, and transaction processing. Prior to Cornell, she worked in Human Resources for Retail and Health organizations. Shari has a Bachelor's Degree in Political Science/History from the College of St. Rose in Albany, NY, and is certified as a Professional in Human Resources from the Society of Human Resource Management.

DEREK SMITH, PhD, Senior Consultant - 15 years of experience

Prior to joining Gallagher, Derek served as the National Executive Director of the Higher Education Recruitment Consortium and as a part-time consultant with Sawgrass Consulting, following more than 15+ years in higher education leadership roles at places like UNLV, Kansas State University, the University of Missouri System and the University of Pittsburgh. Derek has a Bachelor's degree in History, a Master's of Science, a Master's of Business Administration, and a PhD in Public Policy and Leadership. He has earned professional certifications with the Human Resources Certification Institute (PHR), the Society for Human Resource Management (SHRM-CP), and the Korn Ferry Leadership Architect.

ALLEN JOHANNING, Senior Consultant - 15 years of experience

Allen has nearly 15 years of experience, working in compensation, people analytics, and workforce development and assessment within various healthcare organizations and higher education university systems. Allen began his career focusing on HR Information Systems, Workforce Development, Compensation and Process Improvement in the healthcare industry, working for a large university hospital health system as well as a standalone hospital that was part of one of the state's largest health system. He then transitioned to the University of Missouri System, which is comprised of four Universities and a health system, spread across the state. In his almost 10 years with the University of Missouri System, he held various individual contributor and leadership roles, spending the final 6 years as the Director of Compensation and HR Analytics. Allen received his Bachelor's degree in Business Administration from the University of Missouri-Columbia. He also has previously earned certifications with the Human Resources Certification Institute (Professional in Human Resources) and the Human Capital Institute (Strategic Workforce Planning).

CATHERINE THORP, BBA in Management, Senior Consultant - 10 years of experience

Ms. Thorp holds a Bachelor of Business Administration degree in Management from the University of Mary Hardin-Baylor. Before joining Gallagher, Catherine worked as a Senior Compensation Manager at Dun & Bradstreet and in roles ranging from analyst to senior manager at McLane Company, Inc. Catherine has applied her compensation knowledge in market analysis, salary structure design, pay equity, career competencies, strategic planning, system integration, and process optimization. Catherine will complete her CCP in 2023.

ZAK SHTULBERG, Senior Consultant – 12 years of experience

Since starting as an HR consulting intern at Buck (now Gallagher) in 2012, Zak has been mission-driven and passionate about collaboration with clients and partners on transformative people, compensation, and other HR initiatives that improve the lives of employees and their communities. Projects have spanned a broad spectrum, including compensation strategy design, change management and communications, workforce planning, project management, analytics and technology enablement, and organization design, among many others. With both internal and external partners, he is recognized for blending strategic and technical advice with innovative analytics and technology and grown as a trusted partner and subject matter expert in HR and compensation. Prior to starting his career, he earned a Bachelor of Science in Industrial and Labor Relations from Cornell University.

PROJECT STAFF SUPPORT

CHARMAIN KOHLER, Consultant II - 10 years of experience

Charmain has over 25 years of human resources experience in a variety of roles and industries. She has a Bachelor's degree in Business Administration with a concentration in Management from Saginaw Valley State University. Prior to joining Gallagher, she was the Senior Compensation Analyst at Numotion and at Saginaw Chippewa Indian Tribe of Michigan. Her professional experience also includes 10 years as a Human Resources Consultant in higher education.

ERIN KOLECKI, SHRM-CP, Consultant II - 15 years of experience

Erin brings more than 15 years of human resources experience in a variety of roles and industries. Before joining Gallagher, Erin served as a compensation consultant with the Texas Association of School Boards. Erin has a bachelor's of business administration in

human resource management from Texas A&M University and is a Society for Human Resources Management Certified Professional (SHRM-CP). In her free time, Erin enjoys running, reading, and spending time with her husband and twin boys, when they are home from college.

TRACY MORRIS, Consultant II - 7 years of experience

Tracy has 7 years of experience working in public sector HR and compensation consulting. Tracy holds a bachelor's degree in applied economics and a Master of Business Administration, both from Texas Tech University, and she is a SHRM Certified Professional (SHRM-CP).

JAIME PARKER, Consultant II - 15 years of experience

Jaime has 15 years of experience in Higher Education with 7.5 of those years in compensation and organizational effectiveness. Prior to joining Gallagher, she worked at Kansas State University in Human Capital Services, and also in the Office of Institutional Effectiveness. Before her career in Higher Education, Jaime worked in the Banking Industry as a Banking Center Manager and Customer Service Manager. Jaime is a graduate of Kansas State University with a bachelor's degree in Accounting.

CHAU TRAN, Consultant II- 9 years' experience

Chau holds a Bachelor of Arts degree from the University of Utah and brings 9.5 years of experience working in public sector human resources compensation consulting. Chau served as a senior data analyst in compensation consulting at the Texas Association of School Boards where she served community colleges, public schools, charter schools, and educational service centers across the state of Texas.

DEE SMITH, Consultant - 18 years of experience

Dee is an established Human Resources professional that brings 18 years of comprehensive HR experience in several vertical industries in both the private and public sectors. Dee earned a Bachelor of Science degree in Human Resources Management and General Management from the University of Tennessee at Chattanooga and also holds an MBA. Dee is experienced in the areas of operations, recruitment, employee relations and benefits administration.

LUCILLE ZHANG, Consultant - 2 years of experience

Lucille has experience in the areas of compensation, talent management, training, and people analytics. Prior to joining Gallagher, Lucille served as a Compensation Analyst at Novellis, where she provided expertise in the administration and implementation of compensation programs. She also has worked at Willis Towers Watson to support clients across industries on executive compensation. Lucille earned a Bachelor's Degree in Psychology from Lafayette College and a Master's Degree in Industrial and Organizational Psychology from New York University.

PRISCILA CANDAL, MA, Associate Consultant - 8 years of experience

Priscila has experience in employee relations, compensation and classification and talent acquisition. She worked at the City of Gainesville as a Talent Acquisition Representative and at Iowa State University as a Human Resources Generalist, giving her first-hand experience in the public sector and higher education. She also worked for a global agricultural and forestry machinery manufacturer in Germany. Priscila has a Bachelor of Arts in Psychology and a Master of Business Administration in Human Resources. She is located in Gainesville, Florida.

MARY GAUTHE, SHRM-CP, Associate Consultant - 5 years of experience

Mary has 5 years of experience from Louisiana State University, where she's worked within the University's Central HR unit as a Compensation Consultant. Mary has a Bachelor's degree in Management with a concentration in Human Resources from Nicholls State University and is currently set to graduate from Louisiana State University in August with her Master's in Leadership and Human Resource Development.

KEVIN GRANGER, Senior Analyst - 12 years of experience

Kevin received his Bachelor's Degree in Mathematics from Texas Southern University in 2020. Prior to joining this team, Kevin worked at Gallagher as an Associate Account Manager for 2 years. Kevin is a Houston native and loves his city.

AMBER SHANG, MA in I/O Psychology, Associate Consultant - 2 years of experience

Amber holds a BS with honors in Psychology from the University of Washington and an MA in Industrial & Organizational Psychology from New York University. Before joining Gallagher, Amber has applied her knowledge of people analytics in roles ranging from Talent

Acquisition at VNS Health to Compensation Analysis at Willis Towers Watson, and Selection & Assessment at DCI Consulting Group. At WTW and DCI, she helped clients from various sectors to tackle challenges and identify strategic solutions.

TERESA NGUYEN, MS, Senior Analyst - 2 years of experience

Teresa has a Bachelor's degree in Organizational Psychology from Spalding University and a Master's degree in Industrial Organizational Psychology from Western Kentucky University. Her most recent role was with Louisville Metro Government, as a Compensation & Classification Analyst. Her role focused on job descriptions, job evaluations, reclassifications, market analysis, and compensation projects focused on internal equity.

CARISSA MARTO, MA in I/O Psychology, Senior Analyst - 2 years of experience

Carissa has a Bachelor's Degree in Psychology from Anderson University (SC) and a Master's Degree in Industrial & Organizational Psychology from Middle Tennessee State University. Prior to joining Gallagher, she held project based roles working in performance and promotional assessments related to test design.

XIAOWEN YANG, BS IN MATHEMATICS, Senior Analyst - 5 years of experience

Xiaowen comes to Gallagher with five years of analytical experience in learning & development, product management, sales operations, and employee & physician engagement. Xiaowen most recently managed the full-cycle employee engagement survey program – encompassing design, development, analysis, reporting, and action planning - at West Monroe.

YUMI ZHU, MA, Senior Analyst - 2 years of experience

Prior to joining Gallagher, Yumi worked at WTW as a compensation analyst and interned at PwC and KPMG China where she gained experience working in consulting. Yumi recently graduated from University of Pennsylvania with a master's degree in Organizational Dynamics and held a bachelor's degree in Finance from DePaul University.

JOY PHILLIPS, MA, Analyst - 2 years of experience

Joy has 2 years of experience from Louisiana State University, where she's worked within the University's Central HR unit as an HRIS data analyst. Joy has a Master's degree in Human Resources & Leadership Development from Louisiana State University.

5. Description of the experience the Consultant has in conducting similar studies. Please note any relevant work for other governmental entities.

Gallagher's public sector & higher education consulting practice includes extensive experience in developing and communicating a compensation philosophy, designing and implementing market-aligned pay structures, and developing job evaluation methods to maintain internal equity. We conduct benchmark analyses, including conducting custom tailored salary surveys (if needed), and recommend appropriate administrative and procedural guidelines to maintain the compensation system. We ensure that our clients are in compliance with applicable laws and regulations, such as the Fair Labor Standards Act (FLSA), the Americans with Disabilities Act (ADA), and Equal Employment Opportunity (EEO) standards and have pay systems that are appropriate for their organization and market strategy. We serve clients across an array of strategic and value-adding HR services with **classification and compensation as a core specialty**.

We have a strategic alliance with the Public Sector Human Resources Association (PSHRA), the National Public Employers Labor Relations Association (NPELRA), and the Colleges and Universities Professional Association for Human Resources (CUPA - HR) and have conducted a series of training seminars/workshops on compensation, classification, job evaluation, and employee benefits management throughout the nation in conjunction with these organizations. Gallagher Benefit Services also focuses on the higher education market. Our consultants have demonstrated leadership in the compensation field by attaining their Certified Compensation Professional (CCP) certification, and serving as instructors and presenters for WorldatWork, and the PSHRA.



Our partners have been featured speakers at PSHRA national conference for more than 25 years. **Our managing directors have 30 years of experience assisting organizations in classification and compensation issues.**

We have completed over 500 classification and compensation studies for municipalities in the last ten (10) years. The following case studies show our specific experience in conducting similar studies for other government organizations. The experience we have gained in conducting these studies will inform our analyses and recommendations the City.

CITY OF BLOOMINGTON, IL

The City collaborated with Gallagher to conduct a comprehensive classification and compensation study. The classification study included Gallagher reviewing updated job descriptions and working with Human Resources to clarify any roles that needed additional information. Once that information was reviewed, Gallagher utilized the information to revise the City's current classification structure. Gallagher consultants closed this phase by assigning job evaluation ratings to all classifications.

For the comprehensive compensation study, Gallagher worked with the City to determine what positions should be included in a custom survey sent to 29 comparator organizations. For positions that are not easily found in the public sector, Gallagher utilized published survey sources to market price these positions. The analyzed information was then used to create a salary structure that was internally equitable and externally competitive. Upon the completion of the study, Gallagher reviewed the data with the City's project team and incorporated feedback into the draft and final reports. Recommendations with implementation options were provided to the project team. Final presentations were made to the City's leadership team.

PRINCE WILLIAM COUNTY, VA

The County collaborated with Gallagher to conduct a comprehensive classification, compensation, and pay equity study.

The classification study included Gallagher assisting the County in the administration of a Position Description Questionnaire (PDQ) to gather information about each employee's respective role. Gallagher also interviewed a sample of employees in an effort to gain clarity where needed. Once that information was received and reviewed, Gallagher consultants utilized the information to create a new classification structure and classification descriptions for the resulting classifications. Gallagher consultants closed this phase by assigning job evaluation ratings to all classifications.

For the comprehensive compensation study, Gallagher consultants worked with the County to determine what positions should be included in a custom survey that was sent to 25 comparator organizations. For positions that are not easily found in the public sector, Gallagher consultant's utilized published survey sources to market price these positions. The analyzed information was then utilized to create a salary structure that was internally equitable and externally competitive.

Gallagher consultants also performed a pay equity study for the County to identify potential pay disparities on the basis of race, age or gender. Upon the completion of the analysis, Gallagher consultants reviewed the data with the County's project team and incorporated feedback into the draft and final reports. Recommendations with implementation options were provided to the project team. Final presentations were made to leadership team and to the County's Board.

CITY OF RALEIGH, NC

The City collaborated with Gallagher to conduct a classification and compensation redesign study that began in June 2016. The objectives of this study included:

- Review duties and responsibilities of current jobs and employees to develop a new classification system.
- Develop new classification specifications.
- Evaluate jobs for internal value relationships.
- Collect market compensation data from private and public organizations.
- Develop a new/revised compensation system that is externally competitive and internally equitable.
- Review and update compensation policies and practices.
- Develop a transition plan.

The classification review was conducted to assess the types and levels of work across all jobs in the City and provide recommendations for an updated, simplified, and sustainable classification system. The more than 700 current City job classes were consolidated by type and level of work into an updated class system that incorporated approximately 260 job classes across 34 job families. The type and level of work for each class was rated using the Decision Band Method® job evaluation tool. Class specifications addressing the type

and level of work for each job consistent with the approved class structures were developed. Employees were allocated to the new class systems based on PDQs and management input.

A customized data collection instrument was developed to collect pay data on each of the benchmark classifications from the City's national and local labor market. Survey data was analyzed to develop four separate pay structures tailored for specific groups of employees, which was coordinated with the job evaluation results. Structures consisted of broad-banded open ranges and step structures. Gallagher provided implementation cost options for the City's consideration. In addition, pay practice, classification, and compensation policy recommendations were provided to the City.

HENRICO COUNTY, VA

In the November of 2022, Gallagher was engaged to conduct a compensation study for Henrico County covering 779 job classifications, covering 11,250 full time and part time employees. This study included collecting market data on as many of the job titles as possible through the use of published survey sources to analyze and evaluate all data in an objective manner and make recommendations designed to assist Henrico County in attracting, recruiting, and retaining top performing talent. Gallagher also provided recommendations to update Henrico County's compensation system to facilitate effective use and maintenance of the County's updated compensation structure.

CITY OF AUSTIN, TX

We have been retained to do numerous projects with the City. In 2016, 2018, and 2019, the City hired Gallagher to conduct a comprehensive evaluation of pay equity in comparison to its prior studies to identify if there are any pay equity issues in the organization. We conducted detailed statistical analysis of the current pay levels and identified possible pay equity issues at both organizational and department levels. The objective of the analysis was to determine if there were indications of systematic pay disparities between employees of different race or gender, isolate specific areas as possible, and identify key contributing factors. In 2017, we were hired to assist the City with a review and assessment of the compensation strategy and conduct a compensation study for the Human Resources and Legal departments. In 2019, Gallagher conducted another custom salary survey for the City. In 2020, we were engaged to conduct compensation studies for the Forensic positions and City-wide Executive positions. In 2021, we've been engaged to conduct a classification and compensation study for transportation mobility services positions, a pay equity study, and a classification and compensation study for select non-sworn police department positions.

6. Listing of any subcontractors, if any, and the scope of work they will perform.

Gallagher does not, and will not, use any subcontractors to deliver services to the City. All the consulting analyses and assistance we provide are furnished by staff employed by Gallagher.

7. A written description of the scope of involvement with City staff.

Gallagher will work with the City on every step of our proposed project plan. We will listen attentively in order to understand the current state and the desired future state of the classification and compensation system. While the City has provided detailed information on the current status, our goal is to discuss these practices and processes in order to fully comprehend how the policies impact the day-to-day operations and long-term effects. We want to make sure that our design approach is appropriate to your needs and fits with the culture and structure of the City, as well as supports the City's mission and strategic objectives.

In preparation for project initiation, we will need to the City's Project Team to support our classification and compensation plan, which involves the following:

- Collection of organization & salary information
- Discussion of possible barriers to implementing and maintaining change
- Review and discussion of the strengths and weaknesses of the City's current classification & compensation systems, to include review of the current grade methodology

This will enable our team to work with the City on the development of the working compensation philosophy and strategies that will guide the project through the rest of the phases. It is the role of our team to develop the Project timetable and tracking documents to manage the project. However, we will partner with the City to ensure this is appropriate and determine when the timeline may need to be adjusted in order to ensure an accepted solution. While the timelines of projects are important, we believe the development of the right system takes priority. If this requires more communication or analysis at various phases, we will determine such in collaboration with the City.

We propose to meet with the City's Project Team at intervals as necessary determined by the consultant and/or the client. These off-cycle meetings can be held via web conferences to enable the sharing of information. Additionally, we conduct weekly or bi-weekly calls which are helpful to touch-base and keep the project on track. These calls may not need the full Project Team each time, but as necessary for various phases of the project.

Below is a listing of the primary pieces of information that are needed from the City:

- Current job descriptions preferably in a Word format
- Excel employee listing including name, job title, salary, department, pay grade, employment dates, etc. (Multiple updates will be requested.)
- Current Classification plan in non-PDF format if available
- Current job evaluation tool in non-PDF format if available
- Current compensation plan in non-PDF format if available
- MOUs as appropriate in non-PDF format if available
- Current classification, compensation, and benefits policies and procedures
- Other documents as required
- The City completion of the survey document

B. Statement of Methods and Procedures

1. Provide a statement describing the Scope of Work for the project.

We understand that the City of Pekin is requesting proposals from qualified professionals experienced in conducting compensation and classification studies for a contract. Additionally, we understand that the City expects ongoing communications between the Consultant, the Human Resources Department, and designated City staff. All recommendations shall comply with state and federal laws.

Our phased approach ensures that the scope of services outlined by the City will be met.

Project Initiation and Strategy Development

We will interview the members of the executive team to ascertain the strengths and weaknesses of the current system and needs for a new, revised system. Our general approach, which is consistent with best practices for the success of a classification and compensation study, is to start by reviewing, developing, and/or updating an overall classification and compensation philosophy and strategies with our clients.

Classification & Compensation Study

Classification will help establish a position hierarchy that in combination with other data aid in the development of final pay structures; and the assignment of positions to pay grades within the structure. The process typically includes the completion of a job analysis to capture and document current job content and responsibilities. Recommendations for updates to the City classifications, to include FLSA recommendations and a new structure will be provided. The development and revision of new classification specifications/job descriptions as a result of the classification recommendations can be provided at a per specification/description cost.

Following industry standards and best practices, a customized survey process will be undertaken to collect market information related to resulting the City classifications. Gallagher and the City will work together to develop the listing of comparable organizations to survey as well as the list of benchmark jobs to be surveyed. Private sector information can be collected using valid and credible published survey sources and the data integrated with the customized survey data to arrive at the market information. Gallagher will also include a survey of benefits including paid-time off, insurances and retirement within the salary survey.

We follow professionally accepted compensation principles and practices as outlined by WorldatWork, SHRM, and the Department of Labor. Some of these guidelines are listed below. We have also authored many articles on various aspects of conducting salary surveys; please refer to our website www.ajg.com/compensation for these specific articles.

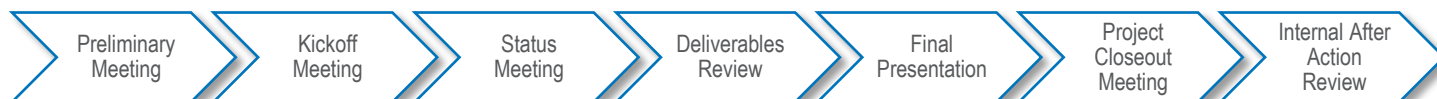
In order to develop a reliable salary structure, we integrate market data and custom survey results with the internal equity ratings from a formal job evaluation system (if utilized), so that the structure is internally equitable and externally competitive. In this step, we assign all jobs to the right pay grade and all employees to the right place in the range based on agreed upon criteria. During this phase, we also discuss how pay progression is integrated in a sustainable system that grows with the City and allows for employee development and contribution to goal achievement.

Draft and Final Report

We will communicate the results of each phase and recommendations to be delivered at milestones and critical junctures during the project. Gallagher will be in constant contact with the designated the City project manager. A draft report will be submitted for the City to review and discuss and necessary updates will be made. We anticipate that executive management and other communications meetings will be required of the consultant. During this phase, we will provide detailed training to the City HR staff on the entirety of the new system.

2. Provide a narrative proposal on what approach and techniques the Consultant will use in identifying and evaluating the Scope of Work.

Our practice takes a thoughtful and collaborative approach to all of our client engagements, where we work to ensure our efforts are ones which demonstrate how the Public Sector & Higher Education practice **C.A.R.E.S.** - collaborate/consult, advise/assess, recommend/resource, engage/endorse, and strategize/serve - about our clients and their needs. To that end, our project approach starts with our process and client communications.



Our significant experience has resulted in a comprehensive understanding of the scope of work described by the City. Additionally, we understand the importance of this study as one of many strategies to address current human resources issues and appreciate the delicate nature of public sector spending. Below are some key considerations we have in this type of project, followed by our approach to the areas identified by the City, our detailed work plan, and the estimated project timeline.

Key Considerations:

- **Employee Involvement.** The study should be introduced to employees so they know what will happen and can ask questions, and then we suggest summarizing the study findings at the end of the project in an open session so they can see the results. Updates throughout the process will go a long way toward acceptance of the results. We believe that if employees know how and why they are compensated the way they are, they will accept the results better than if the system was created without their involvement.
- **Leadership Sponsorship.** Change is complicated! Updating classification and compensation systems requires strong and visible support of an organization's management and governance.
- **Internal Equity.** While market parity is important, most employees want to make sure that they are paid fairly in relation to other employees. We have extensive experience with designing pay systems that take into consideration internal equity and mitigate compression.
- **Project Timing.** Doing it right produces a better study outcome than trying to meet unrealistic deadlines.
- **Data/Exceptions.** Rely on data, but make decisions based on humans. It has been our philosophy that the results and recommendations should be based on verifiable, auditable and valid data. Once the basic structure is in place, adjustments may be needed for special conditions or other factors. However, the classification and compensation systems should be based on verifiable facts and solid professional standards.
- **Communication.** These systems need to be understood. They need to be simple, straightforward and transparent.
- **Pay Compression.** Give adequate attention to implementation costs when employees are placed in the pay ranges and there is potential for creating or increasing pay compression

Our Approach:

- **Job Description Review**
We will review existing job documentation for consistency in format and accuracy in job functions. We will use the current job descriptions provided by the City to review and revise the current classification structure. If there are concerns or questions on the descriptions, we will follow-up with discussions with Human Resources, management, or employees to ensure our understanding of the job responsibilities. Through this work we will ensure appropriate job matches and internal alignment in the potential salary structures. Additionally, we can make recommendations on job description content to ensure compliance with applicable laws and regulations.

- Internal Equity**

We will work with the City to evaluate each job title with the current job evaluation methodology to determine internal equity. Our project plan and cost reflect reviewing all the City job titles and ensuring internal consistency and accuracy of job functions. We have significant experience in applying job evaluation methods, but will work with the City to ensure our understanding of the method and the jobs. In many cases, we will verify the current evaluations of the City and ask follow-up questions to clarify any questions.
- Market Comparison**

We will work with the City to identify benchmark job classes for the purposes of competitive market analysis. We will survey both current rates of pay, minimum and maximum rates of pay, in addition to the relevant benefits and the employer and employee cost. We will also integrate private sector salary information in the market comparison process from survey sources that represent the local area market.
- Salary Structure Development & Implementation Analysis**

To develop a reliable salary structure, we integrate market data and custom survey results with the internal equity ratings from job evaluation, so that the structure is internally equitable and externally competitive. In this step, we assign all jobs to the right pay grade and all employees to the right place in the range based on agreed upon criteria. During this phase, we also discuss how pay progression is integrated in a sustainable system that grows with the City and allows for employee development and contribution to goal achievement. Up to three implementation scenarios will be provided to the City. These resulting pay structures and implementation scenarios will be reviewed to ensure a gender and race neutral system.
- Final Report**

As mentioned above, our final report will be prepared which outlines the process, methods, techniques and findings and recommendations of the study. It will include a financial impact analysis and recommended ways to implement and maintain the system in the future. We will provide the data in a format that can be used to update your HRIS system based on your implementation approach. Finally, we will train the HR staff in the proper procedure and methods to manage and maintain the system. Additionally, we will provide the necessary documentation and other materials so the City will be able to maintain the system independent of the consultant following implementation.

Work Plan:

The work plan proposed is designed to provide the flexibility necessary to attract, retain, and motivate employees to provide quality services and ensure the system is not an administrative and/or costly burden to the City now or in the future. Gallagher has integrated the Scope of Services into our phased approach and deliverables to address the City’s requests. All phases will require that designated the City - team members and Gallagher have ongoing status meetings to explain the process, review the project’s progress, review draft materials, address questions, and discuss next steps.

The phased work plan is as follows:

PHASE 1: STUDY ADMINISTRATION

Meeting via telephone/online platform to initiate project and discuss timelines and key deliverables.

Organization & salary material collected.

Discussion/review of the strengths and weaknesses of the City’s current classification system. Discussion of the City’s current philosophy and supporting strategies.

Project timetable confirmed.

Employee orientation sessions conducted.

Virtual Meetings are included. On-site visits are available at an additional charge to the City.

PHASE 2: CLASSIFICATION & COMPENSATION STUDY

Conduct of meetings with HR/leadership/project team at critical intervals to discuss deliverables.

CLASSIFICATION STUDY

Review of and analysis of job descriptions/documentation for all employees covered by the study.

Conduct interviews with managers/supervisors (and with individual employees, as necessary) to verify/clarify job information.

Analysis of existing classifications and recommendations on any changes to current classification plan.

Review exempt and non-exempt classifications to ensure proper Fair Labor Standards Act (FLSA) status.

Recommendation of standard classification and titling conventions.

If applicable, allocate employees to an appropriate job class in the new classification structure.

Conduct a complete diagnostic review of current the City's practices to identify areas of concern.

Development of new or updated job descriptions

COMPENSATION STUDY

CUSTOM SURVEY

Labor market confirmed and survey participants identified to gather data from local, state and regional sources.

Benchmark jobs identified and summarized (includes one [1] round of client revision).

Benefit and pay practice questions determined for inclusion in the custom survey. Custom survey developed and conducted (includes two [2] rounds of client revision).

INTEGRATE PUBLISHED SURVEY SOURCES

Identify appropriate published survey sources.

Collect market data from published survey sources using data cuts from public, private, local, state and regional sources.

The following activities will be performed on all data:

Comprehensive internal salary relationship analysis of data to ensure the structure is internally equitable and externally competitive.

Competitive analysis of market data (salary, benefits, and contracts) performed.

Diagnostic review of current salary structures conducted to identify opportunities for simplification, reduction in pay compression.

Recommended pay structure developed or existing structures updated (includes 1 revision requested).

Internal review conducted and consolidated feedback provided by the City. The City approves the updates to the pay plan(s) and other recommendations and implementation options.

Provide the City with up to three (3) transition options, recommendations and next steps/ongoing maintenance (includes one round of client revision).

PHASE 3: PROJECT FINALIZATION, DRAFT & FINAL REPORTS

Consultant shall make presentations to the HR/leadership prior to completion and at the time of completion, at times and in a manner agreed upon with the City.

Conduct of meetings with HR/leadership/project team at critical intervals to discuss deliverables.

Draft and final report and presentations developed and quality assurance reviews conducted.

Training provided for staff including necessary tools to maintain the system.

C. Work Schedule

1. An estimate of time to complete the project and a proposed timeline of work tasks, with the date of completion of the project. City is requesting completion of the project within 120 days.

The following is an estimate to complete each phase by month. We will discuss the details of each phase during Phase 1 and identify specific deadlines for the project at that time. We will conduct frequent conference calls with the City to ensure the schedule is monitored throughout the project.

In today’s world, speed is very important. However, given the significance of this project, it is just as important for the City officials, department heads, and employees to have sufficient time to review and approve the recommendations of Gallagher and to ensure proper communications occur. We have prepared a timeline to ensure the City has the work products in an expeditious manner. Our phases run concurrently, in that we do not wait until the full completion of a phase to begin another phase.

We are prepared to commence the work within two weeks of receiving your authorization to proceed.

	PHASE 1	PHASE 2	PHASE 3
Month	Study Administration	Classification & Compensation Study	Project Finalization, Draft & Final Reports
1			
2			
3			
4			
5			

D. Fees

1. A breakdown of the Consultant’s rates and charges for services, by phase and for total project, and a proposed invoice schedule. The fees should not exceed the amount for the work described under Scope of Work.

Our fees to conduct the study outlined above (including out-of-pocket expenses) will be \$48,800. The table below outlines the price per phase.

Phase	Fees
PHASE 1: Study Administration * <i>Includes virtual meeting and ongoing project management meetings throughout.</i> <i>On-site meetings are available at an additional cost*</i>	\$2,400
PHASE 2: Classification & Compensation Study **	<i>Classification Study:</i> \$12,400 <i>Compensation Study:</i> \$8,500 <i>Job Descriptions:</i> \$23,100
PHASE 3: Project Finalization, Draft & Final Reports <i>Includes virtual meeting; On-site meetings are available at an additional cost *</i>	\$2,400
TOTAL COST (inclusive of all tasks) will not exceed: \$48,800	

*On-site meetings are available at an additional cost.

**Should the City request Gallagher to update/write job descriptions additional job descriptions, those services will be priced separately since we are unable to determine the number that will be required. Pricing would be \$550 per job description and is in addition to the “Total Cost” identified above.

Our study costs are directly derived from estimating the number of hours needed to perform the work and the level of the consultant charged with performing the work. Gallagher typically bills on a monthly basis up to the maximum of each deliverable. Please note, as phases sometimes run concurrently, a phase may not be completed at the time it is billed. All expenses are included in this quote. Should the City wish to have additional on-site presentation days or meetings, the estimated cost would be \$4,000 per day.

Any change to the scope of the assignment (beyond what is described above) as well as other work requested beyond this assignment will be billed based on our hourly rates, unless we mutually agree on a fixed fee for the additional work.

E. References

- 1. At least three references, including individual contact name, name of the organization, email address and telephone number from other municipalities or government agencies where similar work was performed.**

Contact names and phone numbers are listed for each project. These projects are relevant to demonstrating our ability to meet the needs of the City and show considerable experience in developing compensation systems for a variety of public sector organizations. Our references can attest to the timeliness, quality, and responsiveness of the services we provide, our understanding of job classification and pay equity, and our knowledge of legal issues, such as the ADA and FLSA, and our expertise in working with public organizations and sensitive personnel issues. The projects listed below were completed by members of your project team and within similar timeframes to what the City is requesting.

PRINCE WILLIAM COUNTY, VA | 1 County Complex Court, Suite 155, Woodbridge, VA 22192

Angela Poetzman, Project Manager, 703.792.6102, Angela.Poetzman@pwcgov.org

Beginning in 2018, we were engaged to conduct a classification and compensation study addressing approximately 4,800 employees in 600 job classes, which included the development of a compensation strategy; job evaluation; analysis of the class system including employee questionnaires, employee interviews and panels; development of a simplified and flexible class structure and employee allocations; the conduct of a compensation study and development of updated pay structures; implementation costing; and best practices guidance. Additionally, we completed a compensation study for the County in 2022.

CITY OF AUSTIN, TX | 301 West Second Street, Austin, TX 78701

Bryan Dore, Compensation Manager, 512.974.3216, bryan.dore@austintexas.gov

We have been retained to do numerous projects with the City since 2017. In 2017, we were hired to assist the City with a review and assessment of the compensation strategy and to conduct a compensation study for the Human Resources and Legal departments. In 2019, Gallagher conducted another custom salary survey for the City and a comprehensive evaluation of pay equity in comparison to its prior studies to identify if there are any pay equity issues in the organization. Since 2021, we have been engaged in several more compensation projects.

HENRICO COUNTY, VA | 4301 East Parham Road, Henrico, Virginia 23228

Yvette George, Human Resources Director, 804.501.7202, geo029@henrico.us

In 2023, we completed a compensation project encompassing 11,250 general government, public safety, and public school employees in 779 job classifications

CITY OF SACRAMENTO, CA | 915 I Street Sacramento, CA 95814

Shelley Banks-Robinson, Director of Human Resources, 916.808.554, SMBanks-Robinson@cityofsacramento.org

Starting in 2021, we worked with the City on a classification and compensation study that resulted in updating all the classification specifications, collecting market data on over 200 benchmark jobs, and salary structure recommendations.

RAMSEY COUNTY, MN | 4000 Metro Square, St. Paul, MN 55101

Dr. Annie Porbeni, Chief Human Resources Director, Annie.Porbeni@co.ramsey.mn.us

Since 2019, we have provided classification and compensation services. We are finalizing work with the County on a comprehensive classification and compensation project encompassing all County operations of approximately 4,000 employees in 600 classifications.

Additional references and/or case studies are available upon request to support client decision-making.

Contractual Considerations

Gallagher is pleased to submit this proposal to the City. While this proposal is not meant to constitute a formal offer, acceptance, or contract, notwithstanding anything to the contrary contained in the proposal, Gallagher is submitting this proposal with the understanding the parties would negotiate and sign a contract containing terms and conditions that are mutually acceptable to both parties.

Gallagher is not a federal contractor or subcontractor. Therefore, Gallagher cannot agree to federal contracting provisions contained within the RFP.

* * * * *

Thank you for this opportunity to offer our services. Please feel free to contact us at any time if you have any questions or require additional information. We look forward to hearing from you soon.

Sincerely,



Ronnie Charles, SPHR, GPHR, IPMA-SCP
National Managing Director & Practice Leader
651.234.0848 | Ronnie_Charles@ajg.com



Erik Smetana, MBA, SPHR, SHRM-SCP, SWP
Managing Director & Operations Leader
314.494.4849 | Erik_HenrySmetana@ajg.com



ajg.com

The Gallagher Way. Since 1927.

Gallagher is pleased to submit this proposal to you. While this proposal is not meant to constitute a formal offer, acceptance, or contract, notwithstanding anything to the contrary contained in the proposal, Gallagher is submitting this proposal with the understanding the parties would negotiate and sign a contract containing terms and conditions that are mutually acceptable to both parties.

This material was created to provide accurate and reliable information on the subjects covered by should not be regarded as a complete analysis of these subjects. It is not to provide specific legal, tax or other professional advice. The services of an appropriate professional should be sought regarding your individual situation.

Consulting and insurance brokerage services to be provided by Gallagher Benefit Services, Inc. and/or its affiliate Gallagher Benefit Services (Canada) Group Inc. Gallagher Benefit Services, Inc., a non-investment firm and subsidiary of Arthur J. Gallagher & Co., is a licensed insurance agency that does business in California as "Gallagher Benefit Services of California Insurance Services" and in Massachusetts as "Gallagher Benefit Insurance Services."

**REQUEST FOR COUNCIL ACTION**

Agenda Date: January 13, 2025
To: Members of the City Council
From: Trent Reeise, Fire Chief

AGENDA ITEM: Receive and File Payment to Supreme Radio Communications, Inc. for Installation of Emergency Communication Equipment.

DESCRIPTION: Tazewell County has been in the process of a county wide public safety radio project since December 2020. Pekin Fire Department had previously purchased the new Motorola radios and equipment. The Motorola dealer / installer for central Illinois is Supreme Radio Communications, Inc. Due to Supreme being the local dealer, all purchasing and installation is sole source through them.

In fall 2024 Pekin Fire Department was notified that the existing radio system was having major issues (at end of life) and had a potential to fail at any time. Supreme Radio was contacted and requested to evaluate the Pekin Fire Department for an emergency installation of the new (Starcom) equipment. Supreme came to the fire department to assess the feasibility of the emergency installation.

In the following days Supreme Radio installed and programmed all essential (Starcom) equipment to get the department ready to function on the new radio system, which is operational by not yet fully completed. This install included 10 apparatus, 5 command vehicles, and 38 portable radios. They also worked with the dispatch center to ensure all new systems were functioning properly. The total cost of this equipment and installation was \$20,646.

This expense was anticipated as part of future planned upgrades, which would have occurred in a more controlled and scheduled process. Under normal circumstances, the department would have presented the expense to the council for approval in advance. However, the emergency nature of the situation required immediate action to avoid disruptions in critical services. The invoice for the work was received in late December 2024, and this is the earliest opportunity to present it for council approval. We appreciate the council's understanding of the urgent need to protect public safety and maintain essential services for the community.

Under the revised emergency procurement provision in the City's Procurement Policy, the Council should have been informed at the first Council meeting following Supreme Radio Communications being engaged to perform the emergency installation. Council is receiving notice now because of a misunderstanding amongst staff where they thought notice should wait for the receipt of the invoice. Further training has been conducted on this issue with staff.

FINANCIAL IMPACT:

Requested Amount: \$20,646

Line Item: 100-034-529000 (Equipment)

Category: Commodities

Line / Category Budgeted Amount: \$140,000 / \$272,800

Line / Category Remaining Funds: \$64,897 / \$117,425

Notes: This was emergency spending due to pending failure of radio system. Additionally Supreme Radio is the sole source vendor for Motorola equipment in our area.

Award Type:

REVIEWED BY:

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

Approved - 1/7/2025
Approved - 1/8/2025
Approved - 1/8/2025
Approved - 1/8/2025
Approved - 1/10/2025
Final Approval - 1/10/2025



Supreme Radio Comm., Inc.
4017 North Prospect Rd

Peoria Heights IL 61616-7748
(309) 682-0831 Fax: (309) 682-5949

Sales Invoice

Bill To: PP72388
 Pekin Fire Department
 3232 Court ST
 Pekin IL 61554

Ship to:
 Pekin Fire Department
 3232 Court ST
 Pekin IL 61554

Invoice No.: 50842
Invoice Date: 12/27/24



PO No.:
 Terms: UPON RECEIPT OF INVOICE
 Payment Due: 12/27/24

Sales Order No. 50842-00
 Sales Reps: 30

Seq#	Ship Qty. B.O. Qty.	Item Description	Unit Price	UOM	Extension
1	1.00	TIER TWO LABOR	2085.00	EA	2,085.00
2		Template Creation			
3		---			
4	1.00	TIER TWO LABOR	2596.00	EA	2,596.00
5		Programming of subscribers			
6		---			
7	1.00	TIER TWO LABOR	15965.00	EA	15,965.00
8		Install of Fleet of Mobiles			

Continued on following page



Supreme Radio Comm., Inc.
4017 North Prospect Rd

Peoria Heights IL 61616-7748
(309) 682-0831 Fax: (309) 682-5949

Sales Invoice

Bill To: PP72388
Pekin Fire Department
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PO No.:
Terms: UPON RECEIPT OF INVOICE
Payment Due: 12/27/24

Sales Order No. 50842-00
Sales Reps: 30

Seq#	Ship Qty. B.O. Qty.	Item Description	Unit Price	UOM	Extension
------	------------------------	------------------	------------	-----	-----------

Subtotal:	20,646.00
Tax:	.00
Total Amount:	20,646.00

Balance Due:	20,646.00
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Thank you! We appreciate your business.



REQUEST FOR COUNCIL ACTION

Agenda Date: January 13, 2025
To: Members of the City Council
From: Joshua Wray, Economic Development Director

AGENDA ITEM: Ordinance No. 4262-24/25 Approving an Option and Sale Agreement with Ambient Fuels for the Sale and Development of City-Owned Property at 300 Hanna Drive

DESCRIPTION: Ambient Fuels has expressed their desire to acquire approximately 47 acres of City-owned property in the Riverway Business Park south of Hanna Drive for an industrial development. In September 2024, staff published notice of RFP for acquisition and development of the property, and we received 6 requests for the full RFP. Only Ambient submitted a proposal.

About Ambient

Ambient Fuels, LLC describes themselves as "a pioneering green energy developer guiding heavy industry through the great green upgrade." For this project, they intend to utilize ethanol, carbon dioxide, and green energy (e.g., offsite solar) to manufacture methanol at a much lower carbon footprint than traditional plants. They are not themselves the operating energy; they work with technology partners to deliver custom-engineered green hydrogen solutions. Ambient can speak further to their operation and partners.

Deal Analysis

The basic terms of the proposed deal are to give Ambient at 2-year option to purchase the property for which they pay a quarterly payment currently negotiated at \$7,500 per quarter in the first year and \$16,750 in the second year. At any time after certain conditions are met, they can execute the purchase agreement to take ownership of the property for a purchase price of \$1 million. They agreed the City will retain 10 acres of the parcel, leaving approximately 47 acres for Ambient, so the purchase price is equal to \$21,276. Appraised value for the property in January 2024 was \$20,374 per acre. Ambient intends to construct a methanol plant at an estimated \$550 million value.

Additionally, Ambient is seeking TIF incentives for development costs not including property acquisition. While details would be negotiated in a separate TIF agreement to be considered by City Council, the basic ask is for Ambient to receive 50% of their property tax increment back in rebate each year until their eligible development costs are paid back. Based on estimated property values, staff estimates this will take about 4 years.

Other points of the agreement are as follows:

- Option payments do not go towards purchase price.
- Ambient shall propose the 10 acres to be retained by the City with reasonable industrial access to public ROW, and the City will subdivide the property.
- Ambient will apply for TIF incentives, site plan approval, and zoning relief as necessary.
- Once option is executed, Ambient has 18 months to obtain a building permit and then 36

months to finish development.

One special note about carbon dioxide - Ambient's mission is to provide green solutions to hydrocarbon industries. In that effort, they plan to utilize carbon dioxide as an input into their production process, so they plan to have an inbound carbon dioxide transmission line. This is *not* a large CO₂ pipeline like has been described for other applications in recent years. Ambient will bring in the carbon dioxide, not send it out, and it will be a small diameter line (about 4"-6"), not a large pipeline. The agreement speaks to this in that the City may decide to regulate carbon dioxide transmission lines including limiting size, location, materials, etc., but the City cannot totally prohibit them or make the regulation so burdensome that Ambient could not reasonably construct one for their usage. The City could still totally prohibit carbon sequestration where CO₂ is pumped into the ground, which has been a major concern of the community in recent years, and that will not impact the Ambient project as they are not doing any sequestration. All that said, the State currently has a moratorium on all carbon dioxide transmission lines, regardless of the size or usage, while they determine what State or federal regulations will be made. If and when the State allows them again, they will likely require a State permit along with IDNR, IEPA, and other reviews. Staff is not concerned about Ambient's plans for carbon dioxide transmission, and Fire Chief Reeise is able to speak on the current carbon dioxide transmission lines already existing in the vicinity.

Economic Impact

Based on the estimated property value of \$550 million post-development, staff estimates new annual real estate tax revenue of \$16.5 million that would be paid to the Southern Industrial Park TIF District Fund to be used for any other TIF-eligible expenses. When the TIF ends, the City is expected to retain approximately 10% of that, or \$1.65 million to the corporate tax levy. Ambient will also be a significant utility user likely to max-out the \$250,000 annual cap in utility taxes. Note, however, if all full development timelines are utilized, the site will not be fully-developed for 6.5 years.

In addition to tax revenue, Ambient estimates this location will employ 25 full-time permanent jobs as well as 50-100 temporary jobs during development and construction.

One additional tangential benefit will be that the installation of electric infrastructure for this project will reduce the cost and time to market for other prospective industrial businesses in the future, making the Riverway Business Park and even more desirable location for development.

Next Steps

If approved, the City and Ambient will execute the 2-year option agreement, and Ambient will begin due diligence activities. The City will need to consider a TIF agreement as described above as well as zoning requests (e.g., site plan, subdivision, variance to maximum height). If the City were to not approve the TIF agreement or any necessary zoning relief, Ambient would be able to terminate the option agreement, and it will be as if nothing happened.

Recommendation

Staff believes this project is financially beneficial to the City, economically positive to the community, and fits the land use of the area. Staff recommends approval of this option and sale agreement.

FINANCIAL IMPACT:

Requested Amount:

Line Item: Revenues from option payments and purchase payment will be booked to sale of municipal property in the Public Property department of the General Fund. If all option payments are made and purchase is executed, the full revenues to the City will be \$1,097,000.

Budgeted Amount:

Remaining Funds:

Notes: Expense estimated at less than \$20,000 will be necessary to subdivide 10 acres from the property and to close on the property, which will likely be an FY26 or FY27 expense.

Award Type: Request for Proposals

REVIEWED BY:

Jim Vasselli, City Attorney
John Dossey, City Manager
Sue McMillan, City Clerk

Approved - 1/8/2025
Approved - 1/8/2025
Final Approval - 1/10/2025

Ordinance No. 4262-24/25 Approving an Option and Sale Agreement with Ambient Fuels for the Sale and Development of City-Owned Property at 300 Hanna Drive

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, Sec. 2-7-3 of the City Code of the City of Pekin (the "City") provides for the sale of City-owned real estate by ordinance approved by the City Council; and

WHEREAS, the City desires to enter into an agreement to sell City-owned real estate along Hanna Drive, and further described herein, for industrial development; and

WHEREAS, the City published a request for proposals for such sale and development and received one response; and

WHEREAS, the City Council finds it in the best interests of the community to select the proposal for sale and development from Ambient Fuels, LLC.

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

Section 3. The option agreement with Ambient Fuels, LLC, attached hereto as Exhibit B (the "Option"), including the real estate purchase contract contained therein (the "Purchase Agreement"), is hereby approved. The Mayor is hereby authorized to sign the Option with minor modifications as may be advisable.

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

Section #. The proposal for sale and development of an industrial development of the 57-acre City-owned property at 300 Hanna Drive (the "Property"), submitted by Ambient Fuels, LLC, attached hereto as Exhibit A, is hereby selected.

Section 2. The option agreement with Ambient Fuels, LLC, attached hereto as Exhibit B (the "Option"), and incorporated herein, and the real estate purchase contract attached hereto as Exhibit A-2 to the Option (the "Purchase Agreement"), are hereby approved.

Section 3. The Mayor is authorized to execute, and the City Clerk is directed to attest to, the Option and Purchase Agreement, in substantially the form presented to the City Council, with such minor changes as are approved by the Corporation Counsel and deemed to be in the best interests of the City.

Section 4. The officers, agents, and employees of the City are hereby authorized and directed to take all necessary actions to carry out the intent and purpose of this Ordinance.

Section 5. All code provisions, ordinances, resolutions, rules, and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

Section 6. 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 Ordinance.

Section 7. This Ordinance shall be effective and in full force immediately upon passage and approval as provided by law.

RESULT:	PASSED (5 TO 2)
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, Council Member Orrick
ABSTAIN:	None
ABSENT:	None

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

ATTEST: _____
Mayor

City Clerk

Ambient Fuels Response to City of Pekin's Request for Proposals: Acquisition and Improvement of City-Owned Industrial Property on Hanna Drive

1) Cover Letter

From:

Ambient Fuels LLC
Emily Wolf
Senior Director, Development and Finance
77 Sands Street
Brooklyn, NY 10121
emily.wolf@ambientfuels.com
Mobile: +1 917-282-3082

To:

City of Pekin
Attn: Josh Wray, Director of Economic Development
111 S Capitol Street
Pekin, IL 61554
JLWray@ci.pekin.il.us

On behalf of Ambient Fuels LLC, I am pleased to submit this proposal to enter into an Option Agreement to purchase the City-owned industrial property on Hanna Drive. Ambient Fuels is a green hydrogen and synthetic fuels project developer that is backed by Generate Capital, a sustainable infrastructure investor.

We are seeking to develop a synthetic fuels project on the city-owned site. The project will combine production of electrolytic hydrogen and carbon dioxide with the downstream production of a liquid fuel to be used in the transportation sector. The project has initially evaluated the location based on availability of renewable power and carbon dioxide and identified it as a strong candidate for synthetic fuels production. It has identified potential technology, development and power supply partners.

The project will look to enter into an Option Agreement for 47.6 acres (given the City's preference to retain 10 acres) under which it owes a quarterly option fee of \$7,500 in the first year and \$16,750 in the second year and secures exclusive rights to purchase the property for a price of \$1 million for up to two years. During the option period, it will perform site and environmental due diligence and critical project development activities (including engineering studies, completing interconnection applications and negotiation of key commercial contracts).

We are enthusiastic about developing the project opportunity and look forward to the opportunity to work with the City of Pekin. We appreciate your consideration and welcome any questions on the proposal.

Best Regards,

Emily Wolf

2) Development Proposal

The project being developed is a synthetic fuels project that will convert green hydrogen and carbon dioxide into a synthetic fuel. The project will be comprised of an electrolyzer, compressor, reactor, distillation column as well as balance of plant utilities (water treatment, cooling towers, substation and transformers, etc.) Please see Exhibit A for a conceptual site plan.

The end product has slight alcoholic odor, while the crude version of the end product can have more pungent odor. A suitable gas effluent treatment system should eliminate all odor from waste gases from the process. Aside from emergency safety venting, leaks or spills, the process should not cause odor. In the technologist's experience, odor related to the plant has not been a concern.

Normally there are noise specifications on equipment and valves to not exceed noise levels of 85-90 dB 1 meter away from equipment in normal operation. For abnormal situations (e.g. emergency flare scenarios) the vent/flare systems typically have some noise restriction specifications of less than 115 dB in accessible locations within the plant. In the technologist's experience, noise related to the plant has not been a concern.

Mitigation actions can be pursued depending on specific local regulations and requirements.

The distillation columns are 60m (~197 feet) in the base design but can be modified to be shorter. Even with design modification, we expect the columns would exceed 50 feet in height. Please let us know maximum height allowance and we can adjust design accordingly. If it is required to formally request an exception or permit for equipment taller than 50 feet as part of the proposal, we include that request herein.

3) Qualifications

The Ambient Fuels team has extensive experience developing infrastructure projects and working with general contractors at sites across the county across a wide range of sectors (ranging from renewable power projects to green hydrogen projects to industrial gas projects). It is a market leader that is purely dedicated to green hydrogen project development.

Our expected technology partner has significant experience developing synthetic fuels projects using their technology globally. Their experience includes development of 5 projects across Iceland, Germany, Sweden and China and they have several more currently in development.

4) Schedule:

Project development is anticipated to take 1.5 – 2 years and as a result, we have requested a 2-year term for the option agreement. At final investment decision, the project will exercise the option and execute the purchase and sale agreement included as an attachment to the option agreement, at which time, land would be transferred to the project. State and federal permitting requirements are to be evaluated in more detail in the initial stage of project development.

5) Financials:

The project's capital stack is expected to be comprised of 50% equity and 50% project financing. Ambient Fuels has a project-level equity commitment from its primary investor, Generate Capital. Under the agreement, the equity investor purchases the project from Ambient

Fuels at final investment decision and is responsible for construction costs. Ambient Fuels expects to select a partner on the downstream fuels project that will also contribute a portion of the project equity.

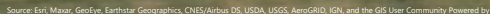
The project is expected to create approximately 50 - 100 construction jobs and approximately 25 direct, permanent full-time jobs during operation. The post-development value of the property will be based on expected capital improvements of approximately \$550 million. Annual sales (revenues) are expected to be approximately \$100 million.

6) Requests

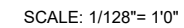
It is expected that the project will require rezoning to an I-2 heavy industrial district and requests a rezoning as part of this proposal. As part of the proposal, the project also requests to benefit from incentives for which it is eligible. It would like to apply for a property tax rebate based on the incremental value generated by the project given its location within a TIF district (recognizing this incentive is available in place of the property tax abatement available under the Enterprise Zone; however, if this is not the case, the project requests the most favorable property tax abatement available to it). In addition, it requests to be reimbursed for all eligible expenses from the TIF fund. In addition, the project requests access to the sales tax exemption on materials used in property improvements and applicable state sales tax incentives (e.g. Enterprise Zone Investment Tax Credit, Corporate Contribution Deductions, Manufacturing Machinery and Equipment Sales Tax Exemption, State Utility Tax Exemption).

The project will require interconnection to the Ameren Illinois transmission system with an expected load requirement of ~ 200 MW. The project may seek to drill water wells to the extent water rights are available.

Exhibit A



CONTROL ROOM



AMBIENT FUELS
PEKIN, IL

100KT/Y METHANOL
WITH ELECTROLYZER
FACILITY



PROJECT NO
STD

TYPE
DW

DRAWING NO
PL-1000

Page 523 of 779
SHEET OF 1
REV A

NOTES:

CLIENT DOC NO							 Ambient Fuels 77 Sands Street, 6th Floor Brooklyn, NY 11201	AMBIENT FUELS PEKIN, IL				
								100KT/Y METHANOL WITH ELECTROLYZER FACILITY				
VENDOR DOC NO							SCALE		1/128"=1'-0"			
	A	10/10/24	PRELIMINARY DESIGN	JN			PROJECT NO STD	TYPE DW	DRAWING NO PL-1000	Page 523 of 779	Sheet 1 OF 1	REV A
	REV	DATE	DESCRIPTION	CAD	CHK'D	APRV'D						
THIS DRAWING AND ITS CONTENTS ARE THE PROPRIETARY INFORMATION OF AMBIENT FUELS, LLC AND SHALL NOT BE USED, REPRODUCED OR DISCLOSED WITHOUT THE EXPRESSED PRIOR WRITTEN PERMISSION OF AMBIENT FUELS, LLC.												

OPTION AGREEMENT
between
THE CITY OF PEKIN, ILLINOIS
and
AMBIENT FUELS, LLC
dated as of
January __, 2025
OPTION AGREEMENT

This **OPTION AGREEMENT** (this "**Agreement**") dated as of the ____ day of January 2025 (the "**Effective Date**") is entered into between THE CITY OF PEKIN, ILLINOIS, an ILLINOIS MUNICIPALITY ("**City**"), and AMBIENT FUELS, LLC, a Delaware limited liability company ("**Ambient**").

RECITALS

WHEREAS, City is the owner of that certain real property of approximately fifty-seven and six-tenths (57.6) acres known as 300 Hanna Drive, Pekin, Illinois, which is located in Tazewell County, Illinois, and more particularly described in Exhibit A-1 attached hereto and incorporated herein (the "**Property**"); and

WHEREAS, City wishes to grant to Ambient, and Ambient wishes to obtain from City, an irrevocable and exclusive option to purchase the Property, less the Retained Portion (defined below), which shall be retained by City as provided herein, subject to the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the Option Payment (defined below), and the other mutual covenants and agreements hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. **Grant of Option.** Subject to Ambient's timely payment of the Option Payments as provided herein, City hereby grants to Ambient an exclusive and irrevocable option to purchase the Property (the "**Option**").

2. **Option Term.** The term of the Option (the "**Option Term**") shall commence on the Effective Date, and automatically expire on the date which is two

(2) years thereafter (the "**Option Termination Date**"), unless duly extended, exercised, or sooner terminated as provided pursuant to the terms and provisions of this Agreement. During the Option Term, Ambient shall have the right, for any reason or no reason at all, to terminate this Agreement by giving written notice thereof to City and this Agreement shall terminate on the date specified in Ambient's written notice. If this Agreement is terminated during the Option Term pursuant to the immediately preceding sentence, then City shall be entitled to retain the Option Payment(s) paid as of such date and neither party shall have any further obligations hereunder except for those obligations that expressly survive termination of this Agreement.

3. **Option Payment.**

(a) The Option is granted in consideration of Ambient's agreement to pay to City the amounts set forth below (each an "**Option Payment**" and collectively the "**Option Payments**") payable by Ambient's certified check or official bank check on or before the due dates specified below.

(b) Option Payments shall be made on a quarterly schedule until such time as Ambient exercises the Option or this Agreement expires or is otherwise terminated as provided herein, as follows:

(i) Seven Thousand Five Hundred Dollars (\$7,500.00) for each quarter in the first year of the Option Term, due on or before the first day of each such quarter, provided that the first such quarterly payment shall be made within ten (10) days following the Effective Date; and

(ii) Sixteen Thousand Seven Hundred and Fifty Dollars (\$16,750.00) for each quarter in the second year of the Option Term, due on or before the first day of each such quarter.

(c) Ambient acknowledges and agrees that the Option Payments constitute consideration to City for the City's agreement to:

(i) enter into this Agreement with Ambient; and

- (ii) sell the Property to Ambient on the terms and conditions and for the Purchase Price (defined below) in the Purchase Agreement (defined below), provided that Ambient has exercised the Option in the manner provided in Section 5 below.

The Option Payment shall be fully earned by City upon delivery thereof and shall be non-refundable to Ambient, except as otherwise expressly provided herein. The City shall have the right to defer the collection of the Option Payments until the satisfaction of the Conditions (defined below). In the event, and during the period, of any such deferment, Ambient shall not be required to make the Option Payments, and shall not be in default with respect to the failure to make any Option Payments that would otherwise be due and payable but for such deferment. Any Option Payments so deferred shall be due and payable upon the earlier of (i) thirty (30) days following City's written notice to Ambient that such deferment has been terminated, and (ii) the issuance of the Exercise Notice (defined below). The City agrees to review any and all good faith efforts made by Ambient to advance this transaction in determining if such Option Payments shall be deferred.

4. **Extension Options.** Provided that Ambient is not then in default under this Agreement beyond any applicable notice and cure periods, City and Ambient may mutually agree to extend the Option Term.

5. **Exercise of Option.** At any time during the Option Term, if Ambient is not then in default under this Agreement beyond any applicable notice and cure periods, Ambient may exercise the Option by sending City a written notice of Ambient's intention to exercise the Option (the "**Exercise Notice**") accompanied by three (3) executed copies of the Purchase and Sale Agreement in the form attached hereto and incorporated herein as Exhibit A-2 (the "**Purchase Agreement**"). City shall, within five (5) days of receipt of the Exercise Notice, countersign the Purchase Agreement and return two (2) fully executed originals to Ambient. City's failure to timely countersign the Purchase Agreement shall in no manner affect the enforceability of this Agreement and the Purchase Agreement (including, without limitation, Ambient's remedies for a default as provided in this Agreement and the Purchase Agreement), and City's obligation to execute the Purchase Agreement shall survive any expiration or earlier termination of this Agreement so long as the Exercise Notice is timely delivered. The purchase price for the purchase of the Property to be payable at Closing (as defined in the Purchase Agreement) as provided in the Purchase Agreement shall be One Million Dollars (\$1,000,000.00) (the

"Purchase Price"). The Purchase Price shall not include a credit for the Option Payments, which are not refundable unless specifically set forth herein. All conditions and obligations in this Agreement shall be applied to the Purchase Agreement. If Ambient does not timely exercise the Option in the manner described herein on or before the Option Termination Date (as the same may be extended), the Option will automatically terminate and City shall be entitled to retain the Option Payments. Thereafter, neither party shall have any further obligations hereunder except for those obligations that expressly survive termination of this Agreement.

6. Due Diligence; Title; Access; Subdivision.

(a) Within ten (10) days following the Effective Date, City will provide to Ambient to the extent the following documents exist and are in the City's possession and control: (i) a complete set of all available reports (including any environmental reports), agreements, plans, inspections, tests, surveys, studies or other technical or engineering materials concerning the Property, including, but not limited to, traffic studies, geotechnical studies, soil or groundwater studies, environmental reports, zoning letters or reports, surveys, and any other diligence documents relating to or affecting the Property or any improvements thereon; and (ii) all leases, subleases, easements, options, rights of first refusal, rights of purchase, contracts (including construction, service, and other contracts), and any other documents and agreements relating to or affecting the Property (collectively, the **"Diligence Materials"**). If Ambient requests additional documents to be provided as Diligence Materials, City will provide any such requested documents within its possession and control within five (5) Business Days (defined below).

(b) City will cooperate with Ambient, at Ambient's sole cost, to allow Ambient to obtain a preliminary title report on the Property, as well as copies of each document underlying any matters set forth in said report (each, an **"Exception"**). Ambient may, at its sole cost, elect to obtain an ALTA survey of the Property (and, at the election of Ambient, any easements) prepared by a licensed surveyor, at Ambient's sole cost (**"Survey"**). If Ambient, in its sole discretion, determines that the existence, use, operation, implementation or exercise of any Exception or Survey matter, or any matter identified in the Diligence Materials, could delay, interfere with, impair or prevent Ambient's development, construction, operation or financing of the Property for Ambient's intended use, then Ambient shall notify City in writing of such issues (**"Exception Notice"**). City shall have twenty (20) days after receipt of an Exception Notice to notify Ambient: (i) that City will remove such

identified Exception and/or correct such Survey or Diligence Materials matters on or before the Closing in a manner reasonably satisfactory to Ambient; or (ii) that City elects not to cause such identified Exception, Diligence Materials and/or Survey matters to be removed or corrected. Notwithstanding whether City has agreed to remove an identified Exception or correct a Diligence Materials or Survey matter or not, City shall cooperate with Ambient in efforts to obtain a release, subordination, non-disturbance agreement, consent or other agreement (in a form and containing provisions reasonably acceptable to Ambient) from the holder(s) of the rights of such Exception, Diligence Materials or Survey matter that will eliminate such issue for the benefit of Ambient. Subject to Ambient's exercise of the Option, Ambient's purchase of the Property shall be subject to those matters that either (x) are not objected to in writing by Ambient pursuant to this Section 6(b); or (y) if objected to in writing by Ambient, are those which Ambient has thereafter elected to accept (collectively, "**Permitted Exceptions**"); provided; however, City shall, at its expense, remove, or cause to be removed on or before the Closing all monetary liens and encumbrances affecting the Property other than current taxes assessments not due and payable regardless of whether Ambient objects to such liens and encumbrances as contemplated herein. At Closing, City shall convey and transfer to Ambient all of City's right, title and interest to the Property (less the Retained Portion) pursuant to the terms and conditions of the Purchase Agreement. At Ambient's election, Ambient may obtain an extended coverage owner's policy of title insurance covering the Property, in the full amount of the Purchase Price, subject only to Permitted Exceptions and containing such endorsements as Ambient shall require.

(c) Beginning on the Effective Date, and throughout the Option Term, City shall provide to Ambient, its employees, agents, contractors, and current or potential lenders or investors full and complete access to the Property to conduct the Survey, and evaluate, conduct and perform such field inspections, pre-construction work, invasive soil and water testing, environmental audits, engineering and boundary surveys, topographical, structural and geo-technical tests, and such other analyses, tests, and inspections (collectively, the "**Investigations**") that Ambient may deem necessary or advisable in its sole discretion, upon Ambient providing at least twenty-four (24) hours' prior notice to City (and in the case of invasive soil and water testing, Ambient shall provide City no less than two (2) Business Days' prior notice of such testing). Ambient has the right, but not the obligation, to perform the Investigations. City agrees to reasonably cooperate with Ambient in assisting Ambient to complete its Investigations. Ambient shall have the right to use for ingress and egress to the Property any land

or easement rights owned by or under the control of City to access the Property. Ambient agrees to be responsible for any and all costs related to the Investigations, including installation on and operation and removal of equipment on the Property. Should the Option not be exercised for any reason, Ambient shall, to the extent damaged by Ambient or its agents, restore the Property to substantially the condition in which the same was found before any such entry upon the Property and inspection or examination by Ambient (or on its behalf) was undertaken.

(d) Within the first year of the Option Term, Ambient shall propose a ten (10) acre portion of the Property that shall be retained by City following the Closing (the "**Retained Portion**") and shall provide City with written notice of the same (the "**Subdivision Notice**"). Such Retained Portion shall in all cases have reasonable industrial access from a public way. Following receipt of the Subdivision Notice, City shall, at its sole cost and expense, cause a subdivision of the Property such that the Retained Portion will thereafter be a separate legal parcel independent from the Property (the "**Subdivision**"), with such Subdivision to occur no later than six (6) months following City's receipt of the Subdivision Notice. For the avoidance of doubt, the Retained Portion shall not be transferred to Ambient at Closing, and the fee title interest therein shall be retained by City in all cases. Once the Subdivision is completed as provided herein, nothing in this Agreement shall prevent the City from conveying or otherwise disposing of the Retained Portion, in its sole discretion.

7. **Representations and Warranties.** City makes the following representations and warranties, which shall be true as of the Effective Date, the date the Option is exercised by Ambient, and shall survive the expiration or termination of this Agreement:

(a) City has good and valid, insurable fee simple title to the Property. Other than City, there are no other persons or entities having legal or beneficial title, ownership interests, possessory or use rights in and to the Property. City has the full legal right, power and authority, without the consent of any additional party or parties, to enter into this Agreement and to perform its obligations hereunder. The person or persons executing this Agreement on behalf of City has full power and authority to bind City to the obligations of City set forth herein, and upon execution and delivery of the same, this Agreement will constitute a valid and binding instrument enforceable in accordance with its terms.

(b) To the best of City's knowledge, (i) the Property is not in violation of any applicable federal, state, local or other laws, regulations or codes (the "**Laws**"); (ii) City has not received any notice of or been served with any pending or threatened litigation, condemnation, foreclosure or deed in lieu thereof or any violations of any Laws with respect to the Property or have any knowledge of the same or of the threat of the same; and (iii) the Property has lawful and valid access to and from existing public rights of way, pedestrian pathways, roads, sewer, electrical, other utility services and all utilities which serve the Property enter the Property through adjoining public streets or, if they pass through an adjoining private tract, do so in accordance with valid public easements or recorded private easements, which easement(s) shall be sufficient for the purposes of Ambient.

(c) City has not (i) made a general assignment for the benefit of creditors; (ii) filed any voluntary petition in bankruptcy or suffered the filing of any voluntary petition by its creditors; (iii) suffered the appointment of a receiver to take possession of all or substantially all of its assets; or (iv) suffered the attachment or other judicial seizure of all or substantially all of its assets.

(d) To the best of City's knowledge, no default or breach exists under any declaration, easement, covenant, agreement or restriction affecting the Property.

8. **Conditions.** This Agreement is subject to the following conditions (collectively, the "**Conditions**");

(a) City approval of appropriate zoning and any necessary special uses and variances or other land use approvals or adjustments (collectively, "**Zoning Approvals**");

(b) City approval of a site plan substantially similar to the concept plan from the proposal, attached hereto and incorporated herein as Exhibit A-3 (the "**Site Plan Approval**"); and

(c) City approval of a tax increment financing (TIF) agreement for rebate of property tax increment generated by the project equal to 100% of verified eligible expenses, exclusive of any and all property acquisition costs stated herein, with certain terms to be stated in the separate TIF agreement.

The City agrees to cooperate in good faith with respect to the Conditions set forth herein and to not unreasonably withhold, condition, or delay any such approvals. The City further acknowledges and agrees that Ambient shall have the right to apply for, at Ambient's expense, applications for land use entitlements, environmental approvals and permits, and site plans, including in the name of City as the fee title owner of the Property prior to Closing, as may be necessary to satisfy the Conditions and to otherwise develop the Property as contemplated herein. In the event that the City does not approve the items set forth in the Conditions, then Ambient may terminate this Agreement by giving written notice thereof to City and this Agreement shall terminate on the date specified in Ambient's written notice. If this Agreement is terminated pursuant to the immediately preceding sentence, then all Option Payment(s) shall be returned to Ambient, and neither party shall have any further obligations hereunder except for those obligations that expressly survive termination of this Agreement.

Ambient agrees that the transportation of carbon dioxide via underground transmission systems inbound to the Property is permissible within the corporate limits of the City of Pekin, subject to such restrictions and regulations now in effect and/or as may be passed by the City of Pekin; provided, however, that, subject to the application of police powers to the City of Pekin, regulations to be imposed by the City of Pekin shall not unreasonably prohibit Purchaser from operating its normal business and the contemplated project at the Property; notwithstanding the foregoing, carbon dioxide sequestration systems and carbon dioxide transmission systems leading to carbon dioxide sequestration systems shall be strictly prohibited on the Property. In seeking the Zoning Approvals and the Site Plan Approval, any applications shall be consistent with terms of this paragraph.

9. **Damage, Destruction, or Condemnation.** If, prior to exercise of the Option and through no fault of Ambient, the Property is either (a) totally or partially damaged or destroyed by fire, earthquake, accident, or other casualty or (b) taken (in whole or in part) by condemnation or eminent domain that permanently and materially impairs Ambient's intended use of the Property, Ambient may either (i) cancel this Agreement by written notice to City and shall be entitled to the return of the Option Payments, or (ii) elect to purchase the balance of the useable Property, in which case the Purchase Price shall be prorated accordingly based on the acreage of the useable Property to be purchased and such portion of the Property shall be subdivided accordingly such that it can be sold to Ambient as a lawfully subdivided parcel. However, Ambient shall have no right to cancel this Agreement if, before

Ambient gives notice of cancellation to City, the Property has been repaired or replaced so that it is in substantially the same condition as it was on the Effective Date.

10. **Obligation to Maintain; Encumbrances.** Throughout the Option Term, City will maintain the Property in its existing condition and shall not make any major removals, alterations, or changes thereto, except as may be required by law. City agrees not to sell, mortgage, encumber or otherwise transfer the Property, nor shall City market the Property or negotiate any other transactions for the Property with other prospective entities during the Option Term (as the same may be extended), except with respect to the Retained Portion.

11. **Default by Ambient:** If Ambient fails to timely perform any of its obligations under this Agreement and such failure continues for a period of thirty (30) days (or such longer period required to cure such failure, not to exceed ninety (90) days) after Ambient has received written notice of the same, then City may terminate this Agreement and retain all Option Payments made as of such date as its sole and exclusive remedy. The parties further acknowledge that (i) the amount of loss or damages likely to be incurred is incapable or is difficult to precisely estimate, (ii) the Option Payments to be retained by City as provided herein bears a reasonable relationship to, and are not plainly or grossly disproportionate to, the probable loss likely to be incurred in connection with any default on the part of Ambient. In the event the Property is returned to the City by Ambient as provided herein, Ambient shall, to the extent damaged by Ambient or its agents, restore the Property to substantially the condition in which the same was found before any entry upon the Property and inspection or examination by Ambient (or on its behalf) was undertaken.

12. **Default by City.** If City fails to timely perform any of its obligations, or is otherwise in breach or default hereunder and such failure, breach, or default continues for a period of thirty (30) days (or such longer period required to cure such failure, not to exceed ninety (90) days), Ambient shall have the right to pursue any and all remedies available at law or in equity, including, without limitation, terminating this Agreement and obtaining a refund of the Option Payment(s) or otherwise seeking specific performance of City's obligations.

13. **Assignment of Option.** This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs or successors and permitted assigns. Ambient is prohibited from assigning its interests under this

Agreement without the written prior consent of City, not to be unreasonably withheld, conditioned, or delayed; provided, however, that Ambient may, without the consent of City, assign this Agreement to (a) any company directly or indirectly controlling, controlled by or under common control with Ambient (whether now existing or hereafter formed); (b) any entity engaged in a joint venture, partnership or similar arrangement with Ambient, an affiliate, subsidiary or parent of Ambient, or a subsidiary or affiliate of Ambient's parent; (c) any person or entity purchasing or otherwise succeeding to all or substantially all of the assets of Ambient; (d) a successor entity in a merger or acquisition transaction; or (e) to any individual, entity, financial institution, leasing company, or lender providing funds or extending credit to Ambient for the purpose of purchasing and developing the Property (any such assignment being a "**Permitted Transfer**"). Any assignment, notwithstanding the foregoing, shall be made subject to the following: (i) Ambient gives City written notice of its intent to make such proposed assignment at least five (5) Business Days before such proposed assignment; (ii) except in the case of a Permitted Transfer, City approves such assignment and confirms such approval in writing; and (iii) Ambient's assignee executes an instrument in a form reasonably satisfactory to City agreeing to be bound by all the terms and conditions of this Agreement. Upon any assignment of Ambient's entire interest under this Agreement, Ambient shall be relieved of all further liability under this Agreement. City is prohibited from assigning its interests under this Agreement without the written prior consent of City, not to be unreasonably withheld, conditioned, or delayed.

14. **Notices.** Unless specifically stated otherwise in this Agreement, all notices, waivers, and demands required or permitted hereunder shall be in writing and delivered to the addresses set forth below, by one of the following methods: (a) hand delivery, whereby delivery is deemed to have occurred at the time of delivery; (b) a nationally recognized overnight courier company, whereby delivery is deemed to have occurred the Business Day following deposit with the courier; (c) registered U.S. Mail, signature required and postage-prepaid, whereby delivery is deemed to have occurred on the third Business Day following deposit with the United States Postal Service; or (d) electronic transmission (facsimile or email) provided that the transmission is completed no later than 5:00 p.m. Central Time on a Business Day and the original also is sent via overnight courier or U.S. Mail, whereby delivery is deemed to have occurred at the end of the Business Day on which electronic transmission is completed.

To City

Name: John Dossey, City Manager

Address: 111 S. Capital St
Pekin, IL 61554
Telephone: (309) 478-5355
Facsimile: (309) 346-2095
Email: jvdossey@ci.pekin.il.us

with a copy to:

Name: James Vasselli, Esq.
Address: 2021 Midwest Rd., Ste. 200
Oak Brook, IL 60523
Telephone: (312) 415-8277
Facsimile: (630) 206-2839
Email: james@jmvchicagolaw.com

To Ambient

Name: Jacob Susman, CEO
Address: 77 Sands Street, 6th Floor
Brooklyn, NY 11201
Telephone: (215) 805-1686
Email: jacob.susman@ambientfuels.com

with a copy to:

Name: Clean Energy Counsel, LLP
Address: Attention: Shane T. Devins
1 Sansome Street, Suite 3500
San Francisco, CA 94104
Telephone: (312) 767-5131
Email: shane@cleanenergycounsel.com

Any party to this Agreement may change its address for purposes of this Section 14 by giving written notice as provided in this Section 14. All notices and demands delivered by a party's attorney on a party's behalf shall be deemed to have been delivered by said party. Notices shall be valid only if served in the manner provided in this Section 14.

15. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be deemed an original and all of which when taken together shall constitute one and the same document.

16. **Business Days.** Whenever any action must be taken (including the giving of notices) under this Agreement during a certain time period (or by a

particular date) that ends or occurs on a nonbusiness day, then such period (or date) shall be extended until the next succeeding Business Day. As used herein, the term "**Business Day**" shall mean any day other than a Saturday, a Sunday, or a legal holiday on which national banks are not open for general business in the State of Illinois.

17. **Time of the Essence.** City and Ambient hereby acknowledge and agree that time is strictly of the essence with respect to each and every term, condition, obligation, and provision hereof and that failure to timely perform any of the terms, conditions, obligations, or provisions hereof by either party shall constitute a material breach of and a non-curable (but waivable) default under this Agreement by the party so failing to perform.

18. **Recording.** The parties are prohibited from recording this Agreement on the Property; however, contemporaneously with the execution of this Agreement, the parties shall execute and acknowledge before witnesses and a notary public a memorandum of this agreement, in a form reasonably acceptable to both parties, which Ambient may then record in the official records of the county where the Property is located at any time thereafter. The parties shall execute a release of the Option (in a form reasonably acceptable to both parties) and place said release into escrow with a third party reasonably acceptable to both parties, which release will be recorded concurrently with the expiration or earlier termination of this Agreement (provided such earlier termination is not disputed in good faith).

19. **Remedies; Attorneys' Fees.** Except as expressly set forth to the contrary in this Agreement, (i) the rights and remedies provided by this Agreement are cumulative, and the use of any one right or remedy by any party shall not preclude or waive the right to use any or all other remedies, and (ii) such rights and remedies are given in addition to any other rights the parties may have by law, statute, ordinance or otherwise. In the event of any action between the parties hereto for enforcement or interpretation of any of the terms or conditions of this Agreement, the prevailing party in such action shall be entitled to recover its reasonable attorneys' fees actually incurred, together with its other reasonable out-of-pocket costs and expenses, including expert witness fees, accounting and other professional fees.

Commented [SD1]: Given the now-deleted last sentence was duplicative of the newly inserted sentence relating to a release, we've consolidated the sentences into one comprehensive sentence relating to the execution of a release to be held in escrow.

20. **Waiver of Jury Trial.** EACH PARTY HERETO WAIVES, TO THE FULL EXTENT PERMITTED BY LAW, THE RIGHT TO A JURY TRIAL IN ANY LITIGATION CONCERNING THIS AGREEMENT OR ANY DEFENSE, CLAIM, COUNTERCLAIM, CLAIM OF SET-OFF OR SIMILAR CLAIM OF ANY NATURE.

21. **Governing Law; Miscellaneous.** This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois. The failure of either party to require strict performance by the other party of any provision of this Agreement will not be considered a waiver of any other provision, nor prevent any party from enforcing that or any other performance at any time thereafter. The parties shall at their own cost and expense execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to carry out the intent and purposes of this Agreement. This Agreement, including the exhibits attached hereto, contains the entire agreement between the parties and is intended by the parties to set forth their entire agreement with respect to the subject matter hereof, and any agreement hereafter made shall be ineffective to change, modify or discharge this Agreement, in whole or in part, unless such agreement is in writing and signed by the party against whom enforcement of the change, modification or discharge is sought. City and Ambient agree that all prior or contemporaneous oral or written agreements between or amongst themselves or their agents are merged in or revoked by this Agreement. If any term or provision of this Agreement is, to any extent, determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each remaining term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. All covenants, representations and warranties contained in this Agreement shall survive the Closing. Those provisions in this Agreement which by their terms are intended to be or must be performed in whole or in part after the Closing or after termination of this Agreement shall survive Closing and the termination of this Agreement.

[Signature Page Follows]

IN WITNESS WHEREOF, City and Ambient have executed this Agreement as of the Effective Date.

CITY:
THE CITY OF PEKIN, ILLINOIS, an
ILLINOIS MUNICIPALITY

AMBIENT:
AMBIENT FUELS, LLC, a Delaware
limited liability company

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Exhibit A-1
LEGAL DESCRIPTION OF PROPERTY

PIN: 10-10-10-400-009

SEC 10 T24N R5W RIVERWAY BUSINESS PARK 3RD ADD FINAL PLAT LOT 2 SE 1/4
57.65 AC

Exhibit A-2
PURCHASE AND SALE AGREEMENT

[TO BE INSERTED]

Exhibit A-3
PROPOSAL CONCEPT PLAN

[TO BE INSERTED]

REAL ESTATE PURCHASE CONTRACT
(COMMERCIAL SHORT FORM)

THIS REAL ESTATE PURCHASE CONTRACT (this “**Contract**”) is entered into as of [_____] (the “**Effective Date**”) by and between the City of Pekin, Illinois, an Illinois Municipality (being the record title holder or authorized agent for such record title holder), (hereinafter called “**Seller**”), and Ambient Fuels, LLC, a Delaware limited liability company (or its nominee), (hereinafter called “**Purchaser**”).

1. **Option Terms Incorporated:** This Contract is and shall be in accordance with the certain Option Agreement previously executed by the Seller and the Purchaser on [January __], 2025 (the “**Option Agreement**”). The conditions of the Option Agreement, the obligations of the Seller and the Purchaser, and the associated default provisions contained therein (which shall also be applicable to any breach or default under the terms of this Contract as provided in Paragraph 9 below) are incorporated into this Contract by this reference. Capitalized terms used but not defined herein shall have the meanings assigned to such terms in the Option Agreement.

2. **Conveyance:** Seller agrees to sell and convey to Purchaser, and Purchaser agrees to purchase from Seller, the real estate of approximately forty-seven and six-tenths (47.6) acres commonly known as 300 Hanna Drive, City of Pekin, Tazewell County, Illinois, and being more particularly described legally in **Exhibit “I”** attached hereto and made a part hereof (the “**Land**”), together with all easements, rights, privileges, licenses, appurtenances, and hereditaments relating thereto, all water and water rights relating thereto, all buildings and improvements now located thereon, all existing permits, licenses, approvals and authorizations issued by any governmental authority relating thereto, and all of Seller’s rights, title and interest in all public ways adjoining the same (hereinafter, with the Land, collectively called “**Premises**”).

3. **Purchase Price:** The “**Purchase Price**” shall be One Million Dollars (\$1,000,000.00) exclusive of any prior Option Payments or Extension Payments made by the Purchaser to the Seller pursuant to the Option Agreement. The Purchase Price (plus or minus any adjustments or closing prorations as provided herein) shall be due and payable in immediately available funds at Closing (as defined below).

4. **Deed and Other Documents:** Seller shall convey marketable and insurable title to the Premises by a Warranty Deed (the “**Deed**”), at Seller’s sole cost, subject only to Permitted Exceptions. Seller shall also furnish Purchaser with: (i) an Affidavit of Title in customary form required by the Title Company (as defined below); (ii) a Bill of Sale for any items of personal property which the parties have mutually agreed in writing are a subject of this transaction, which items are set forth or described on **Exhibit “II”** attached hereto; (iii) assignments in proper form of all permits, licenses, approvals, authorizations, maintenance and service contracts, insurance

policies, assignable roof warranties and other such assignable warranties pertaining to the building or Premises (if any) and other such items affecting the Premises which Purchaser is willing to accept (if any); (iv) a Closing Statement (prepared by the Title Company and approved by Seller and Purchaser); and (v) such other documents as are customarily required or are required herein to be delivered at Closing (including, without limitation, ALTA Statements, FIRPTA Statements, transfer tax declarations, Gap Indemnity, and title company undertakings). Seller agrees to execute and deliver to Purchaser any other affidavit, statement or other document reasonably required by the Title Company as a condition for the issuance of the Title Policy (as defined below).

5. **Inspection:** From the Effective Date through Closing, Purchaser shall continue to have the access and inspection rights granted to Purchaser pursuant to Section 6(c) of the Option Agreement on the terms and conditions specified therein provided that the Purchaser hereby agrees to indemnify, defend, and hold harmless the Seller for any claims, losses, or other costs occurring due to in whole or in part to acts or omissions of the Seller or its agents in connection with such access and inspection of the Premises, except to the extent such claims, losses, or other costs are caused by or resulting from any act or omission of Seller, Seller's negligence, or any pre-existing, dangerous, illegal, or defective condition at the Premises. Seller agrees to fully cooperate with Purchaser in allowing Purchaser to make the foregoing inspections.

6. **Seller's Warranties and Representations:** Seller hereby reaffirms all of the representations, warranties, and covenants set forth in the Option Agreement, which are incorporated herein by this reference and which shall be true as of the Effective Date and shall be in true in all respects on the date of the Closing, and shall survive the Closing for a period of two (2) years. Seller additionally hereby covenants, warrants and represents to Purchaser that:

- A. To the best of Seller's knowledge, Seller has complied with and the Premises are in compliance with all applicable laws, ordinances, regulations, statutes, rules and restrictions relating to the Premises and the use thereof. Neither the execution, delivery, nor performance of this Contract, nor the consummation of the transactions contemplated hereby is prohibited by, or requires Seller to obtain any consent, authorization, approval, or registration under any law, statute, rule, regulation, judgment, order, writ, injunction, or decree that is binding upon Seller that has not been previously obtained.
- B. Seller has and will have immediately prior to the Closing, full and complete fee simple record title to the Premises, subject only to the Permitted Exceptions.
- C. Neither Seller, nor any of Seller's agents have entered into any contract to sell the Premises or any portion thereof or any interest therein (other than to the Purchaser).

- D. The most recent ascertainable annual general real estate taxes for the Premises for the prior tax year were approximately Zero Dollars (\$0.00). Seller has received no notice of any other assessment or tax against the Premises other than such general real estate taxes.
- E. All representations, warranties and covenants made by Seller in this Contract shall be deemed to be remade as of the Closing and shall survive the Closing for a period of two (2) years. Seller agrees to save, defend, indemnify and hold Purchaser harmless from any cost, expenses (including reasonable attorney's fees), suits, liens, damages and/or liabilities sustained by Purchaser due to Seller's breach of any of the foregoing.

7. **Possession/Closing Conditions:** Seller covenants to deliver to Purchaser at Closing sole and actual possession of the Premises, subject only to the Permitted Exceptions. As conditions to Purchaser's obligation to close, (i) the Title Company shall be irrevocably committed to issuing to Purchaser, without payment of an extraordinary premium, a 2021 owner's policy of title insurance with extended coverage in an amount not less than the Purchase Price, insuring that the entire fee simple title to the Premises is vested in Purchaser, subject only to the Permitted Exceptions (the "**Title Policy**"), (ii) all of Seller's representations, covenants and warranties set forth in this Contract and in the Option Agreement shall be true and correct as of the Closing, and (iii) Seller shall have performed each and every covenant to be performed by Seller pursuant to this Contract prior to the Closing Date (as defined below), including, without limitation, the delivery of closing deliverables specified in Paragraph 4 hereof.

8. **Escrow/Closing:** Closing and settlement shall take place through an escrow closing (the "**Closing**") at the office of the [] (the "**Title Company**"), or at a place mutually agreed to by the parties, on or before the date which is thirty (30) days following the Effective Date, or such other date hereafter mutually agreed in writing (the "**Closing Date**"). This sale shall be closed in accordance with the general provisions of the usual form of Deed and Money Escrow Agreement then furnished and in use by the Title Company, with such special provisions inserted in the escrow agreement as may be required to conform with this Contract, or such other escrow agreement as the parties hereto may have agreed or consent to; provided, however, that any such escrow agreement(s) shall not be inconsistent with the terms of this Contract. Prior to closing in escrow, Seller shall submit to Purchaser for approval a copy of the proposed Deed, a copy of the most recent tax bill, and a copy of all other closing documents and items described in Paragraph 4 hereof. All current real estate taxes are to be prorated as of the Closing Date, and if the amount of such taxes is not then ascertainable, the prorating shall be on the basis of the amount of the most recent ascertainable taxes subject to post-closing reproration of such taxes upon the availability of the bills therefor. At Closing the parties shall enter into a reasonable form of real estate tax reproration agreement (if applicable). Any assigned insurance policy premiums and other such items shall also be equitably prorated upon closing. All state and

county transfer and conveyance taxes and/or documentary stamps and special real estate taxes and assessments shall be paid for by Seller. The cost of any municipal transfer and conveyance taxes and/or documentary stamps shall be borne by the party charged with responsibility for the same by applicable municipal ordinance, provided, however, if the ordinance is silent as to a responsible party then the same shall be an expense of Seller. The cost of recording the documents called for herein shall be paid for by Seller. The cost of the escrow shall be divided equally between Seller and Purchaser. All costs related to the issuance of the Title Policy, including title examination fees and premiums shall be paid for by Seller, except, however, title and escrow costs and premiums related to Purchaser's mortgage loan financing or added requested endorsements shall be an expense of Purchaser. Any other costs not expressly allocated herein shall be allocated in accordance with the custom of the county in which the Premises is located.

9. **Time of the Essence/Defaults:** Time is of the essence of this Contract. The default provisions of the Option Agreement (i.e., Section 11 of the Option Agreement as to a default by Purchaser and Section 12 of the Option Agreement as to a default by Seller) are incorporated herein by this reference mutatis mutandis, and shall apply to any default or breach of this Contract (including the cure periods and scope of remedies specified in the Option Agreement, provided that any remedy specified as a right to terminate the Option Agreement as provided therein shall serve as a right to terminate this Contract).

10. **Notices:** Unless specifically stated otherwise in this Contract, all notices, waivers, and demands required or permitted hereunder shall be in writing and delivered to the addresses set forth below, by one of the following methods: (i) hand delivery, whereby delivery is deemed to have occurred at the time of delivery; (ii) a nationally recognized overnight courier company, whereby delivery is deemed to have occurred the Business Day following deposit with the courier; (iii) registered U.S. Mail, signature required and postage-prepaid, whereby delivery is deemed to have occurred on the third Business Day following deposit with the United States Postal Service; or (iv) electronic transmission (facsimile or email) provided that the transmission is completed no later than 5:00 p.m. Central Time on a Business Day and the original also is sent via overnight courier or U.S. Mail, whereby delivery is deemed to have occurred at the end of the Business Day on which electronic transmission is completed.

To Seller	Name:	John Dossey, City Manager
	Address:	111 S. Capital St Pekin, IL 61554
	Telephone:	(309) 478-5355
	Facsimile:	(309) 346-2095
	Email:	jvdossey@ci.pekin.il.us
with a copy to:	Name:	James Vasselli, Esq.
	Address:	2021 Midwest Rd., Ste. 200 Oak Brook, IL 60523
	Telephone:	(312) 415-8277

	Facsimile:	(630) 206-2839
	Email:	james@jmvchicagolaw.com
To Purchaser	Name:	Jacob Susman, CEO
	Address:	77 Sands Street, 6 th Floor Brooklyn, NY 11201
	Telephone:	(215) 805-1686
	Email:	jacob.susman@ambientfuels.com
with a copy to:	Name:	Clean Energy Counsel, LLP
	Address:	Attention: Shane T. Devins 1 Sansome Street, Suite 3500 San Francisco, CA 94104
	Telephone:	(312) 767-5131
	Email:	shane@cleanenergycounsel.com

Any party to this Agreement may change its address for purposes of this Paragraph 10 by giving written notice as provided in this Paragraph 10. All notices and demands delivered by a party's attorney on a party's behalf shall be deemed to have been delivered by said party. Notices shall be valid only if served in the manner provided in this Paragraph 10.

11. **Miscellaneous Covenants:** This Contract shall be governed by and construed in accordance with the law of the State of Illinois. Venue for any disputes hereunder or enforcement hereof shall be in the Illinois Circuit Court having its situs in the County in which the Premises are situated. All of the covenants, warranties, representations and agreements herein contained shall not merge with the Deed but rather shall survive closing and shall run with the land and extend to and be binding upon the heirs, executors, administrators, successors and assigns of the respective parties for a period of two (2) years following Closing. If any term, covenant or condition of this Contract is unlawful or unenforceable, it shall be severed from this Contract and given no effect and the remaining terms and conditions of this Contract shall continue to be operative, binding and effective. This Contract, including the exhibits attached hereto, together with the Option Agreement, contains all of the agreements between the parties and may be modified only by a written amendment executed by the parties hereto. The failure of either party to require strict performance by the other party of any provision of this Contract will not be considered a waiver of any other provision, nor prevent any party from enforcing that or any other performance at any time thereafter. The parties shall at their own cost and expense execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to carry out the intent and purposes of this Contract. This Contract may be executed in multiple counterparts, each of which shall be deemed an original and all of which when taken together shall constitute one and the same document.

12. **Risk of Loss:** If, prior to the Closing, the Premises is either totally or partially damaged or destroyed by fire, earthquake, accident, or other casualty or taken (in whole or in part) by condemnation or eminent domain that permanently and materially impairs Purchaser's intended use of the Premises, then Purchaser may either (a) terminate this Contract by giving Seller written notice thereof, in which case Purchaser shall be entitled to a return of the Option Payments and any Extension Payment(s) and thereafter neither party shall have any further rights and/or obligations with respect to each other or this Contract, except for any obligations that expressly survive termination of this Contract, or (b) elect to purchase the balance of the useable Premises, in which case the Purchase Price shall be prorated accordingly based on the acreage of the useable Premises to be purchased and such portion of the Premises shall be subdivided accordingly such that it can be sold to Purchaser as a lawfully subdivided parcel. If this Contract is not terminated by Purchaser and Purchaser does not other elect to purchase the balance of the useable Premises in accordance with this Paragraph 12, Purchaser shall purchase the Premises in its entirety in accordance with this Contract, and the Purchase Price shall not be reduced; provided, however, that Seller's rights to any award resulting from such taking or any insurance proceeds resulting from such fire or other casualty shall be assigned by Seller to Purchaser at the Closing. Purchaser shall also receive a credit against the Purchase Price for any deductible applicable under any insurance policy. Purchaser and Seller hereby irrevocably waive the provision of any statute that provides for a different outcome or treatment in the event the Premises shall be taken or damaged or destroyed by fire or other casualty, including, without limitation, the provisions of the Uniform Vendor and Purchaser Risk Act (765 ILCS 65/1 et seq.).

13. **Assignment:** This Contract shall bind and benefit the parties hereto and their respective heirs, successors and assigns. [Purchaser shall not assign this Contract or Purchaser's rights hereunder without Seller's prior written consent, provided, however, Purchaser shall be permitted to designate and identify to Seller (by written notice at least five (5) Business Days prior to the Closing Date) an affiliated entity of Purchaser or Purchaser's owner who will be the nominee and assignee of Purchaser hereunder and the designated grantee in the Deed.] Seller is prohibited from assigning its interests under this Contract without the written prior consent of Purchaser, not to be unreasonably withheld, conditioned, or delayed.

14. **Recordation/Memorandum:** Seller agrees to reasonably cooperate with Purchaser for purposes of executing and delivering to Purchaser a recordable short-form memorandum of this Contract if Purchaser requests the same.

15. **Broker's Commission:** Each party warrants and represents to the other that neither party has retained a broker in connection with this sale and purchase of the Premises, and each party hereby indemnifies, defends and holds harmless the other against all claims for broker's fees or similar commissions from any brokers or finders other than those identified in this Paragraph 14, claiming by, through or under the indemnifying party.

16. **Additional Covenants:** Exhibit III, attached hereto and incorporated herein by this reference shall contain additional covenants between the parties. In the event of any conflict between Exhibit III and the remaining terms of this Contract, the terms of Exhibit III shall control and govern.

17. **Waiver of Jury Trial:** EACH PARTY HERETO WAIVES, TO THE FULL EXTENT PERMITTED BY LAW, THE RIGHT TO A JURY TRIAL IN ANY LITIGATION CONCERNING THIS CONTRACT OR ANY DEFENSE, CLAIM, COUNTERCLAIM, CLAIM OF SET-OFF OR SIMILAR CLAIM OF ANY NATURE.

18. **Remedies/Attorneys' Fees:** Except as expressly set forth to the contrary in this Contract (or the Option Agreement, as incorporated herein), (i) the rights and remedies provided by this Contract are cumulative, and the use of any one right or remedy by any party shall not preclude or waive the right to use any or all other remedies, and (ii) such rights and remedies are given in addition to any other rights the parties may have by law, statute, ordinance or otherwise. In the event of any action between the parties hereto for enforcement or interpretation of any of the terms or conditions of this Contract, the prevailing party in such action shall be entitled to recover its reasonable attorneys' fees actually incurred, together with its other reasonable out-of-pocket costs and expenses, including expert witness fees, accounting and other professional fees.

19. **Business Days:** Whenever any action must be taken (including the giving of notices) under this Contract during a certain time period (or by a particular date) that ends or occurs on a nonbusiness day, then such period (or date) shall be extended until the next succeeding Business Day.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the parties have executed this Contract on the dates referred to below their respective signatures.

Seller:

**THE CITY OF PEKIN, ILLINOIS, an
ILLINOIS municipality**

By: _____

Name: _____

Title: _____

Date: _____

Purchaser:

**AMBIENT FUELS, LLC, a Delaware
limited liability company**

By: _____

Name: _____

Title: _____

Date: _____

Exhibit I

Legal Description

[TO BE INSERTED AFTER PARCEL SUBDIVISION]

Exhibit II

Bill of Sale

[TO BE INSERTED]

Exhibit III

Additional Covenants

1. Purchaser acknowledges and agrees that, prior to commencing construction, it must obtain a City of Pekin building permit for the first primary structure to be built on the Property, and Seller and Purchaser anticipate the same to occur within eighteen (18) months of Closing.
2. Purchaser acknowledges and agrees that it further must obtain a City of Pekin certificate of occupancy after completion of construction, and Seller and Purchaser anticipate the same to occur within thirty-six (36) months of obtaining the first building permit.
3. Purchaser shall adhere to all requirements of law including local building, zoning, and property maintenance regulations now in effect or as made effective in the future unless otherwise provided for in the Option Agreement or this Agreement.

**REQUEST FOR COUNCIL ACTION**

Agenda Date: January 13, 2025
To: Members of the City Council
From: Joshua Wray, Economic Development Director

AGENDA ITEM: Resolution No. 224-24/25 Adopting Policy No. 29, Hotel Incentive Policy

DESCRIPTION: The Tourism Committee has been discussing a solution to help hotels be competitive when bidding on booking rooms for events. In order for our Pekin Hotels to stay competitive, they have to bid on several different events throughout the year, mostly held the Peoria or East Peoria area, but Pekin is included in the bidding process due to the number of people that need overnight accommodations. These events are more frequently utilizing third-party housing organizations to run the hotel booking for them, and those housing orgs charge rebates, commissions, and/or points that the hotels must agree to pay to bid. This has caused a situation where Pekin hotels must raise rates to the point that guests do not want to pay the higher rate and drive the distance to Peoria or East Peoria.

The Tourism Committee has recommended the attached Hotel Incentive Policy to assist the Pekin hotels by offsetting some of the new costs. These events not only generate overnight stays that add to the Tourism Fund revenues but also add sales tax revenues to the City from those families eating and shopping in Pekin while they stay here. This policy would help the local hotels bid on more events throughout the year, bringing in more visitors. Without this policy, hotels will likely continue to not bid on the larger events due to paying from \$10 - \$27 per room plus commissions.

The policy proposes up to a \$15 per room per night incentive. A \$150 per night room brings in \$9 of hotel tax to the Tourism Fund. After that, a family staying in a hotel has to spend \$105 eating out or \$160 shopping in Pekin, or a combination thereof, in order for the City to break even on a \$15 incentive. The policy also notes that no hotel with debt to the City or that is otherwise not in good standing with the City or other governmental unit may not receive this incentive, and no single hotel may receive more than 50% of the annual funds under the policy.

Tourism Fund is solely supported by the hotels themselves through the hotel tax. The State and local regulations on usage of this tax revenue are limiting: hotel tax revenues "shall be used exclusively for the promotion of tourism and conventions within the city or to attract overnight non-resident visitors to the City." This policy directly assists Pekin hotels in attracting more overnight guests, so it is undeniably a permissible use of these funds.

The Tourism Committee recommends this policy be adopted.

FINANCIAL IMPACT:

Requested Amount:

Line Item:

Category:

Line / Category Budgeted Amount:

Line / Category Remaining Funds:

Notes: The funds available to fund this policy would be set in the Tourism Fund budget for each fiscal year.

Award Type:

REVIEWED BY:

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

Approved - 1/8/2025
Approved - 1/8/2025
Approved - 1/8/2025
Final Approval - 1/10/2025

Resolution No. 224-24/25 Adopting Policy No. 29, Hotel Incentive Policy

WHEREAS, the City of Pekin (the "City") has previously established a hotel use tax imposed at six percent (6%) of the gross rent charged for the privilege and use of renting a hotel room within the City; and

WHEREAS, the Pekin City Code and Illinois Statute specify that hotel use tax revenues collected shall be used exclusively for the promotion of tourism and conventions within the city or to attract overnight non-resident visitors to the City; and

WHEREAS, the City acknowledges the competitive nature of the hotel industry when bidding on hosting overnight accommodations for large events; and

WHEREAS, the City Council finds it in the best interests of the community to attract overnight non-resident visitors to the City by implementing an incentive policy to directly assist local hotels in their competitive bidding for such events.

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 Hotel Incentive Policy, attached hereto as Exhibit A, is hereby adopted.

RESULT:	PASSED (6 TO 1)
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 Orrick, Mayor Pro Tem Hohimer, Council Member Onken
NAYS:	Council Member Hilst
ABSTAIN:	None
ABSENT:	

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

ATTEST:

City Clerk

Mayor



City of Pekin

HOTEL INCENTIVE POLICY

1.0 Policy Purpose

The City of Pekin (hereafter "City") recognizes the need for assistance in ensuring competitive pricing when hoteliers bid on hosting accommodations for events. Given that these events by their very nature generate overnight stays, the City Council finds it appropriate to adopt a policy allowing the use of Tourism Fund dollars to incentivize hoteliers when bidding on events.

Encouraging more events that generate overnight stays not only adds to the Tourism Fund revenues via hotel/motel tax but also often adds sales tax revenues to the City created by the visitors staying in Pekin.

2.0 Definitions

Director shall mean the City of Pekin Director of Economic Development.

Event shall mean a bona fide activity or occasion that does not break for more than one day and where the participants seek grouped/blocked overnight accommodations.

Hotelier shall mean any person operating a hotel with terms defined in Sec. 7-1-5(a) of the Pekin City Code.

Policy shall mean this Hotel Incentive Policy.

Room-night shall mean the number of rooms booked multiplied by the number of nights booked (e.g., 2 rooms each booked for 3 nights is equal to 6 room-nights).

3.0 Procedures

The City Council may, as part of the annual City budget or other lawful means, approve a funding amount in an appropriate category of the Tourism Fund budget to be used to fund this Policy. Throughout the fiscal year, the Director, shall utilize these funds under the procedures set forth below:

1. Before the event, the hotelier shall submit to the Director documentation of event and bid information submitted including anticipated room charges and room-nights of booking.
2. The Director shall provide the hotelier an estimated incentive amount under this Policy based on budget, remaining funding, and the documentation submitted.
3. After the event, the hotelier shall submit documentation of actual room charges paid and room-nights booked, an invoice for the incentive amount earned, and an IRS Form W-9.
4. The Director shall confirm the appropriate incentive earned and cause payment of such incentive through the City's normal payment procedures.

A Hotelier may inquire the remaining budgeted funding amount prior to submitting a bid for an event to ensure funding is available at that point in time. Payment of incentives shall be on a first-come, first-served basis where the first Hotelier to initiate the procedures above shall have first right to incentives.

4.0 Limits on Incentives

Incentives available under this policy shall be limited to the following:

- The incentive shall be equal to the rebate or commission charged by the event host or their third-party housing coordinator, or \$15.00 per room per night, whichever is less, subject to annual budget approval.
- Incentives may not be used for events blocking less than 10 room-nights.
- No more than 50% of the budgeted funding amount in a given fiscal year may be paid to benefit any single hotel.
- No incentive shall be paid to any Hotelier that is:
 - 1) delinquent in payment of taxes or fees to the City or any governmental agencies imposing taxes or fees with authority to do so,
 - 2) a defendant in any action that serves as violation of any state, county, or federal law,
 - 3) bankrupt or insolvent,
 - 4) in breach or default of any agreement with the City, or
 - 5) otherwise not in good standing with the City or other governmental agency.

5.0 Disclaimers

This Policy does not affect any requirements for payment of applicable taxes or fees.

This Policy does not guarantee availability of funds and may be amended or revoked at any time.

Incentives received may be considered taxable income under Illinois and/or federal law, and the City will issue a 1099 for all incentive payments.

**REQUEST FOR COUNCIL ACTION**

Agenda Date: January 13, 2025
To: Members of the City Council
From: Shelly Costa, Human Resources Director

AGENDA ITEM: Resolution No. 225-24/25 Approving a Service Agreement with MGT of America Consulting, LLC (formerly GovHR) to Perform a Wage Compensation Study

DESCRIPTION: An RFP was issued on October 11, 2024, requesting a review and compensation analysis of 42 non-bargained positions in the City. We received 8 proposals ranging from \$24,500 to \$48,800. Requested deliverables include conducting an analysis of 42 non-bargained positions, providing updated/new job descriptions, and receiving salary range recommendations based on market data. In addition, we will create a compensation policy that includes a salary schedule, comparable community information, and defined pay practices in line with our City's goals and strategies.

The City recommends using MGT as the preferred consultant based on MGT's experience with the public sector, cost, and committed deliverables. MGT/GovHR consulting services provides support at no additional cost for one year from contract execution. The cost for this project is \$28,830.

However, the requested amount may fluctuate to be lower depending on the final number of job descriptions that need to be reviewed. Job descriptions are priced at \$250 per description, with a maximum of 42 descriptions included in the requested amount.

FINANCIAL IMPACT:

Requested Amount: \$28,830

Line Item: 100-005-569000

Line / Category: Other Contractual Services / Contractual Services

Line / Category: Budgeted Amount: \$50,000 / \$152,100

Line / Category Remaining Funds after expense: \$7,356 / \$33,806

Notes: Requested amount may fluctuate to be lower based on the number of job descriptions that need to be reviewed. Job descriptions are priced at \$250 per description. The max number of job descriptions to be reviewed is 42 which is included in the requested amount.

Award Type: Request for Proposal

REVIEWED BY:

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

Approved - 1/8/2025
 Approved - 1/9/2025
 Approved - 1/10/2025
 Approved - 1/10/2025
 Final Approval - 1/10/2025

**Resolution No. 225-24/25 Approving a Service Agreement with MGT of America Consulting, LLC
(formerly GovHR) to Perform a Wage Compensation Study**

WHEREAS, the City of Pekin is a home rule municipality under Article VII, Section 6 of the Illinois Constitution and is therefore authorized to exercise any power and perform any function pertaining to its government and affairs, including entering into contracts for consulting services; and

WHEREAS, MGT provides professional consulting services that are beneficial to the operations and financial management of the City including consulting services that are related to employment compensation studies; and

WHEREAS, the City has determined that entering into an agreement with MGT will serve the best interests of the City and its residents by providing expertise and support for various municipal initiatives including conducting a job position analysis of our non-bargained positions, recommending pay ranges for such positions based on the results of the compensation study; and providing a final report summarizing all aspects of the study including a City Compensation Policy and recommendations for annual maintenance and review.

WHEREAS, the Mayor and City Council of the City of Pekin find that authorizing the execution of an agreement with MGT is in the best interests of the City and its residents;

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 services agreement with MGT for the provision of professional consulting services attached hereto as Exhibit A (the Agreement), and incorporated herein, is hereby approved.

Section 3. The Mayor is authorized to execute, and the City Clerk is directed to attest to, the Agreement in substantially the form presented to the City Council, with such minor changes as are approved by the Corporation Counsel and deemed to be in the best interests of the City.

Section 4. The officers, agents, and employees of the City are hereby authorized and directed to take all necessary actions to carry out the intent and purpose of this Resolution.

Section 5. All code provisions, ordinances, resolutions, rules, and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

Section 6. 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 7. This Resolution shall be effective and in full force immediately upon passage and approval as provided by law.

RESULT: PASSED (4 TO 3)

MOVER:	1st Alternate Mayor Pro Tem John Abel
SECONDER:	Mayor Pro Tem Karen Hohimer
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Mayor Pro Tem Hohimer, Council Member Onken
NAYS:	Council Member Nutter, Council Member Hilst, Council Member Orrick
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

Wage Compensation Study Scoring - Lowest Three Bids

Factor	Points Available	Evergreen Solutions	AAIM Employers Association	MGT
Cost	25	25	20	15
Public Sector Experience	25	20	10	25
Deliverables / Services	20	18	10	20
References	15	10	10	15
Timeline	10	8	8	10
Location	5	1	2	5
Total	100	82	60	90

MASTER SERVICES AGREEMENT

THIS MASTER SERVICES AGREEMENT (“Agreement”) is entered into as of January 6, 2025, between MGT Impact Solutions, LLC (“MGT”) with offices located at 4320 West Kennedy Boulevard, Tampa, FL 33609, and the City of Pekin (“Client”), located at 111 South Capitol Street., Pekin, IL 61554, collectively referred to herein as the “Parties.”

WHEREAS, MGT offers global technological, educational, organizational and staffing consulting solutions services to the public and private sectors;

WHEREAS, Client anticipates a need within its organization for MGT’s services; and

WHEREAS, the Parties intend for this Agreement to serve as the governing, contractual basis of MGT’s provision of future project-level services to Client.

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. THIS AGREEMENT AND STATEMENTS OF WORK. The Parties enter into this Agreement to set forth the general terms and conditions that will govern MGT’s provision of services to Client. Such services will be subsequently agreed upon by the Parties in individual Statements of Work (“SOW”).

Each SOW will state all details required for the proper provision of project-level services, including scope, pricing, period of performance, and other required information (“Services”) each an Exhibit A, Statement of Work, attached hereto and incorporated into the Agreement. Unless otherwise stated in an SOW, all Services shall be performed remotely. Each SOW will require signature by both parties to be effective.

2. CONTRACT DOCUMENTS AND ORDER OF PRECEDENCE. The contract documents consist of this Agreement and all exhibits, attachments, amendments, and SOWs subsequently executed by the Parties and all exhibits, attachments, amendments, and other documents made a part of the SOW (“Contract Documents”). Upon signature by the Parties, all SOWs executed during the Term shall be considered incorporated into and made a part of this Agreement.

In the event of a conflict among the terms and conditions in this Agreement and any SOW, unless that SOW expressly states the intention for the SOW to control with regard to the conflicting term or condition, then this Agreement shall control. Any terms or conditions contained in documents issued by Client other than the Contract Documents, including purchase orders, shall be voidable at MGT’s discretion.

3. TERM. The term of this Agreement shall commence on the Effective Date and will continue for a period of three (3) years or until terminated in accordance with this Agreement. This Agreement will automatically renew for additional one (1) year terms unless terminated by either party at least thirty (30) days prior to the expiration date.

4. TERMINATION. This Agreement or any individual SOW may be terminated with cause by either party: (a) if the other party materially breaches the terms of this Agreement and fails to cure the breach within thirty (30) calendar days following written notice specifying the breach, or (b) immediately upon written notice if the other party fails to comply with applicable law or regulation.



5. **INSURANCE.** During the Term of this Agreement and any SOW, MGT will maintain the minimum insurance coverages below. MGT shall provide Certificates of Insurance to Client upon request and as required under SOWs.

a.	Commercial General Liability	\$1,000,000 per occurrence \$2,000,000 annual aggregate
c.	Business Automobile Liability	\$1,000,000 combined single-limit, non-owned and hired. (MGT does not own autos)
d.	Umbrella/Excess Liability	\$10,000,000 per occurrence & aggregate, follows form
e.	Worker's Compensation	Per Statute
f.	Employer's Liability	\$1,000,000 each accident
f.	Professional Liability	\$6,000,000 aggregate

6. **INDEMNIFICATION.** To the extent permitted by law, each Party shall fully defend, indemnify and hold harmless the other Party and its officers, directors, employees, agents, representatives, successors and assigns (collectively, "Indemnified Parties") from any and all claims, demands, causes of actions, costs, expenses, liability, losses, or damages including attorney's fees and expenses ("Claims"), whether in law or in equity, for bodily injury, death or property damage arising out of, relating to or caused by, in whole or part, the negligence, errors, omissions or willful misconduct of the indemnifying party or its officials, officers, employees, subcontractors, consultants or agents, relating to or connected with performance under this Agreement, unless Claims are caused wholly by the sole negligence or willful misconduct of the Indemnified Parties.

A Party's indemnity obligations under this Section are contingent upon the indemnified party: a) promptly notifying indemnifying party of each claim; provided, however, that the indemnified Parties failure to give prompt notice to the indemnifying party of any such claim shall not relieve the indemnified party of any obligation under this Section except and to the extent that such failure materially prejudices the indemnifying party's ability to defend against such claim; b) providing the indemnifying party with sole control over the defense and/or settlement thereof, provided however, that indemnifying party shall not settle any claim that includes an admission of wrongdoing by indemnified parties or otherwise adversely affects indemnified parties' interests without prior consent; and c) at the indemnifying party's request and expense, providing full information and reasonable assistance to the indemnifying party with respect to such claim.

7. **LIMITATION OF LIABILITY.** MGT shall not be held liable for factors outside of its reasonable control, including losses or damages as a result of Client's provision of inaccurate data, or changing laws, regulations, political conditions.

TO THE EXTENT PERMITTED BY LAW AND EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOSS OF PROFITS, REVENUE, DATA OR DATA USE, OR LOSS OR INTERRUPTION OF BUSINESS, ARISING OUT OF ANY OF THE TERMS OR CONDITIONS OF THIS AGREEMENT OR WITH RESPECT TO ITS PERFORMANCE HEREUNDER, WHETHER ARISING OUT OF BREACH OF CONTRACT, BREACH OF WARRANTY, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY, STRICT LIABILITY OR ANY OTHER THEORY. THE FOREGOING LIMITATION OF LIABILITY AND EXCLUSION OF DAMAGES APPLIES EVEN IF A PARTY HAD OR SHOULD HAVE HAD KNOWLEDGE OF THE POSSIBILITY OF SUCH DAMAGES.

To the extent permitted by law, except for actions or claims resulting from MGT's gross negligence or



intentional or willful misconduct, MGT's total aggregate liability to Client shall be limited to the amount of compensation paid by Client to MGT under this Agreement in the twelve (12) months prior to the action giving rise to liability.

8. GOVERNING LAW, JURISDICTION AND CONSENT TO SUIT. This Agreement shall be governed by and construed and interpreted in accordance with the laws of the state of Florida, irrespective of the choice of laws principles of the state of Florida, as to all matters including validity, construction, effect, enforceability, performance, and remedies. Client submits itself and its property in any legal action or proceeding relating to this Agreement to the exclusive jurisdiction of any state or federal court within Hillsborough County, Florida and Client hereby accepts venue in each such court.

9. DISPUTE RESOLUTION PROCEDURE. In the event of a dispute, controversy or claim by and between the Parties arising out of matters related to this Agreement, the Parties will first attempt in good faith to resolve through negotiation any such dispute, controversy, or claim. Either party may initiate negotiations by providing written notice to the other party setting forth the subject of the dispute and the relief requested. The recipient of such notice will respond in writing within five (5) business days with a statement of its position on, and recommended solution to, the dispute. If the dispute is not resolved by this exchange of correspondence, then senior management representatives of each party with full settlement authority will meet at a mutually agreeable time and place within fifteen (15) business days of the date of the initial notice to exchange relevant information and perspectives and to attempt to resolve the dispute.

If the dispute is not resolved by negotiation, either party may commence mediation by written request to the other party. The Parties will cooperate in selecting a mediator and in scheduling the mediation proceedings. The mediation shall take place in Tampa, Florida. The Parties will participate in the mediation in good faith and will share equally in its costs. All offers, promises, conduct and statements, whether oral or written, made in the course of the mediation by either of the parties, their agents, employees, experts or attorneys, or by the mediator, are confidential, privileged and inadmissible for any purpose, including impeachment, in any litigation or other proceeding involving the parties; provided, however, that evidence that is otherwise admissible or discoverable shall not be rendered inadmissible or non-discoverable as a result of its use in the mediation.

Either party may seek equitable relief prior to the mediation to preserve the *status quo* pending the completion of that process. Except for such an action to obtain equitable relief, neither party shall commence a civil action with respect to the matters submitted to mediation until after the completion of the initial mediation session, at which time suit may be brought in any court of competent jurisdiction. The prevailing party shall be entitled to an award of all reasonable costs, expenses, and attorneys' fees. In addition, should the dispute under this Agreement involve the failure to pay fees, and the matter is not resolved through negotiation or mediation, Client shall pay all costs of collection, including, but not limited to, MGT's legal fees and costs should MGT prevail.

10. CONFIDENTIALITY. Each party shall maintain in confidence and protect from unauthorized disclosure all information exchanged between the Parties that is reasonably understood under the circumstances to be confidential, whether disclosed orally, in writing or marked as confidential ("Confidential Information").

The receiving party shall make all reasonable efforts to protect Confidential Information from disclosure to unauthorized third parties. Confidential Information may be disclosed to third parties with a need-to-know under the circumstances and who are bound by confidentiality obligations no less restrictive than those herein. Neither party shall use such Confidential Information except in performance of the Services. MGT may, however, disclose Client's name and the general nature of MGT's work for Client sales



proposals.

The above obligations of confidentiality shall not apply to the extent that the receiving party can show that the relevant information (a) was at the time of receipt already in the receiving party's possession; (b) is, or becomes in the future, public knowledge through no fault or omission of the receiving party; (c) was received from a third-party having the right to disclose; or (d) is required to be disclosed by law.

11. FORCE MAJEURE. Neither party shall be liable or considered at fault for any delay (except for payment) resulting from circumstances beyond the party's reasonable control, including but not limited to fire, flood, earthquake, elements of nature, epidemics, global pandemics, quarantines, acts of God, acts of war, labor disputes, and supply chain disruptions ("Excusable Delays"). The delayed party shall notify the other party in writing upon the discovery of any significant Excusable Delay. During an Excusable Delay, the delayed party shall use reasonable efforts to mitigate costs and damages and to resume performance under this Agreement.

The Parties recognize that MGT's ability to timely perform under a SOW is contingent upon Client's timely provision of any agreed-upon data, personnel access, or other requirements. If Client's failure to provide to such data, access or other requirements causes significant delays to MGT's progression of Services, and MGT incurs losses or damages as a result, then the Parties shall negotiate and execute a SOW amendment for an equitable adjustment to the schedule and for additional costs. MGT shall provide all substantiating documentation of costs reasonably requested by Client in consideration for any equitable adjustment. Excusable Delays shall not give rise to an equitable adjustment.

12. FEES AND PAYMENT. Unless otherwise set forth in a SOW, all correct invoices submitted by MGT to Client shall be due and payable upon receipt. If Client disputes an invoice or portion thereof in good faith, then Client shall pay any undisputed portion and provide MGT with written notice of the dispute, in reasonable detail, and the Parties shall promptly meet to resolve such dispute. MGT reserves the right to impose an interest charge equal to the lesser of one and one-half percent (1.5%) per month or the maximum allowable by law in respect of any invoice which is outstanding for more than thirty (30) days. MGT may stop work after sixty (60) days of Client's non-payment of undisputed invoiced amounts.

13. MODIFICATION. This Agreement and any SOW shall only be modified by written amendment signed by the Parties. All signed amendments shall be deemed incorporated into this Agreement by reference.

14. NON-SOLICITATION. During the term of this Agreement and for a period of two (2) years following termination or expiration, neither party shall knowingly, directly or indirectly, solicit nor encourage the solicitation of any person who is, or was within a 12-month period prior to such solicitation, an employee of the other party or its affiliates that became known to the other party as a result of this Agreement, except with the prior written consent of the other party. This provision shall not restrict the right of either party to solicit by public advertisement.

15. ASSIGNMENT. Neither party may assign any rights nor delegate any duties or obligations under this Agreement without the express written consent of the other party. Notwithstanding the foregoing, MGT, or its permitted successive assignees or transferees, may assign or transfer this Agreement or delegate any rights or obligations hereunder without consent: (i) to any entity controlled by, or under common control with, MGT, or its permitted successive assignees or transferees; or (ii) in connection with a merger, reorganization, transfer, sale of assets or change of control or ownership of MGT, or its permitted successive assignees or transferees.



16. INDEPENDENT CONTRACTOR. It is expressly understood that at all times, while rendering the Services, MGT is acting as an independent contractor and not as an officer, agent, or employee of the Client. MGT shall not be required to keep specific work hours (except in the case of specific hours required under employee leasing contracts), equipment, or a specific office, and shall use independent means and methods for performing the Services. For all purposes, including Medicare, Social Security taxes, the Federal Unemployment Act (“FUTA”), income tax withholding, worker’s compensation, and unemployment insurance, MGT, its personnel and contractors will be treated and deemed independent contractors and not employees of Client.

17. NON-DISCRIMINATION/EQUAL EMPLOYMENT PRACTICES. Neither party shall unlawfully discriminate or permit discrimination against any person or group of persons in any matter prohibited by federal, state, or local laws. During the performance of this Agreement, neither party or their employees, agents, or subcontractors, if any, shall discriminate against any employee or applicant for employment because of age, marital status, religion, gender, sexual orientation, gender identity, race, creed, color, national or ethnic origin, medical conditions, physical disability, or any other classifications protected by local, state, or federal laws or regulations. The parties further agree to be bound by applicable state and federal rules governing equal employment opportunity and non-discrimination.

18. NOTICES. All legal notices required by this Agreement are deemed to have been given when notices are both (1) delivered by email to the email address below, and (2) following such email delivery, a mailed copy of the notice is delivered to the mailing address below.

To MGT Impact Solutions, LLC:

Name: MGT Impact Solutions, LLC
ATTN: Legal Notice/Contracts
Address: 4320 West Kennedy Blvd.
Tampa, FL 33609
Email: contracts@mgt.us

To Client:

Name: Pekin, Illinois
ATTN: Shelly Costa
Address: 111 South Capitol Street
Pekin, IL 61554
Email: srcosta@ci.pekin.il.us

If the email address and mailing address is incomplete for a party, then notice shall be mailed to the address on the first page of this Agreement.

19. SEVERABILITY. If any provision of this Agreement shall be declared illegal or invalid for any reason, said illegality or invalidity shall not affect the remaining provisions hereof, but such illegal or invalid provision shall be fully severable, and this Agreement shall be interpreted and enforced as if such illegal or invalid provision had never been included herein.

20. COUNTERPARTS AND EXECUTION. This Agreement and any SOW may be executed in counterparts, each of which when so executed shall be deemed an original and all of which together shall constitute one and the same instrument. The counterparts may be executed by electronic signature and delivered by scanned signature or other electronic means by any of the parties to any other party and the receiving party may rely on the receipt of this Agreement so executed and delivered as if the original had been received.

21. SURVIVAL. The sections Term, Termination, Insurance, Indemnification, Limitation of Liability, Governing Law, Jurisdiction, Consent to Suit, Dispute Resolution Procedure, Confidentiality, and Non-Solicitation, of this Agreement and the payment obligations described in any SOW shall survive the termination or expiration of the Agreement or SOW.



22. **ENTIRE AGREEMENT.** This Agreement and all exhibits constitute the entire and only agreement between the Parties. Each party acknowledges that in entering into this Agreement it has not relied on any representation or undertaking, whether oral or in writing, except for those expressly stated herein. Any purchase order provided by the Client will be limited by, and subject to, the terms and conditions of this Agreement.

23. **NON-EXCLUSIVITY.** This Agreement is non-exclusive, and both Parties remain free to enter into similar agreements with third parties. During the term of this Agreement, MGT may perform Services for any other clients, persons, or companies as MGT sees fit, so long as the performance of such Services does not interfere with MGT's performance of obligations under this Agreement, and do not create a conflict of interest.

24. **THIRD PARTY BENEFICIARIES.** Except as specifically set forth herein, nothing in this Agreement is intended or shall be construed to confer upon any person or entity, other than the parties hereto and their successors or assigns, any rights or remedies under or by reason of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Master Services Agreement.

MGT IMPACT SOLUTIONS, LLC

PEKIN, ILLINOIS

Name: A. Trey Traviesa
Title: CEO
Date:

Name: Mary Burress
Title: Mayor
Date:



EXHIBIT A
PROFESSIONAL CONSULTING STATEMENT OF WORK

As of January 6, 2025 (“Effective Date”), **MGT Impact Solutions, LLC (“MGT”)** and **the City of Pekin (“Client”)** execute this Statement of Work (“SOW”) pursuant to the Master Services Agreement between the Parties dated January 6, 2025 (“Agreement”).

1. **PROJECT:** Wage and Compensation Study, including Updates to Job Descriptions
2. **SCOPE:** MGT will conduct a Wage and Compensation Study in accordance with MGT’s proposal dated October 31, 2024.
3. **LOCATION -** Virtual
4. **PERIOD OF PERFORMANCE/PROJECT TIMELINE:**
The term of this Statement of Work begins within four to six weeks from the Effective Date of this Agreement and terminates upon Project completion.
5. **COMPENSATION AND REIMBURSABLE EXPENSES**
 - a. Cost - \$28,830
 - b. Expenses- If the client requests any on-site meetings, there will be additional costs for travel time and expenses.
6. **INVOICING AND PAYMENT**

Payment Milestones:

1st Invoice: 50% of the Professional Fee after the initial project meeting.

The balance of the Professional Fee and any expenses incurred will be due upon completion of the Study.

All invoices will be sent to the Client and are payable within 30 days of receipt, after which a 2% monthly interest charge will accrue.

Client Billing Contact:

Name: _____

Email Address and Phone Number: _____

MGT IMPACT SOLUTIONS, LLC

PEKIN, ILLINOIS

Name: A. Trey Traviesa

Title: CEO

Date:

Name: Mary Burress

Title: Mayor

Date:



Proposal

OCTOBER 31, 2024

RFP

Wage And Compensation Study

City Of Pekin, Illinois

Submitted by:

RACHEL SKAGGS
DIRECTOR

790 FRONTAGE ROAD
SUITE 213
NORTHFIELD, IL 60093

815.303.2187
RSKAGGS@MGT.US

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Cover Letter

October 31, 2024

Shelly Costa, Human Resources Director
City Of Pekin
City Hall, 111 South Capitol Street
Pekin, IL 61554



RE: RESPONSE TO RFP WAGE AND COMPENSATION STUDY

Dear Ms. Costa:

MGT Impact Solutions, LLC (MGT) is pleased to present this response to your recent Request for Proposals (RFP) for a Wage and Compensation Study for the City of Pekin ("City"). This response reflects our understanding that the City of Pekin is seeking a Compensation Study for the review of 42 positions. MGT's response provides the City with related firm qualifications, key experience, a detailed work plan with a timeline, and associated fees to provide services that exceed expectations. We are experts in classification and compensation studies and know we would be a perfect fit for the City.

- We tailor our approach to meet the specific needs and goals of the City of Pekin, ensuring that the final compensation system is effective and relevant.
- We work closely with City officials and employees to gather information, obtain buy-in, and ensure a smooth implementation process.
- Our commitment to ongoing support will help the City of Pekin maintain a competitive and equitable compensation system.

We understand human resources (HR) management continues to be a significant concern as governmental services continue to increase in cost and complexity, and the resources to fund local governments are constrained. Day-to-day operations present challenging administrative problems in planning, organizing, and directing human resource functions to achieve maximum efficiency and effectiveness in the delivery of municipal services. A properly developed and administered compensation plan forms the foundation for meeting these challenges. It helps to ensure the City can recruit and retain the best and brightest employees, even in a competitive marketplace. We understand the high expectations that have been established in the City for recruiting and retaining excellent employees. These factors will be taken into consideration in the analysis and reflected in the Study results.

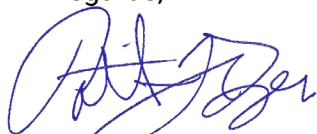
MGT provides comprehensive executive recruitment, interim staffing, HR consulting, and organizational analysis consulting services for local governments, intergovernmental organizations, and school districts, as well as other governmental and non-profit entities. MGT consultants have worked in all areas of local government leadership, including city/county management, human resources, public safety, finance, public works, parks and recreation, and utilities. This combined hands-on knowledge and experience has made MGT a proven leader in public-sector consulting.

MGT CONTACT INFORMATION

MGT HEADQUARTERS	MGT Impact Solutions, LLC 4320 West Kennedy Boulevard Tampa, Florida 33609 P: 813.327.4717 www.mgt.us FEIN: 81-0890071
PROPOSAL CONTACT	Rachel Skaggs, Director – Human Capital Solutions 790 Frontage Road, Suite 213 Northfield, IL 60093 P: 815.303.2187 E: rskaggs@mgt.us

Thank you for the opportunity to submit a proposal to the City of Pekin. Should you have questions on any aspect of this proposal, please contact **Rachel Skaggs** at **815.303.2187** or **rskaggs@mgt.us**.

Regards,



Patrick J. Dyer, Vice President
Authorized to bind the firm



A. Agents and Address

Firm Profile

Impacting communities for good.

MGT brings **50 years** of experience driving positive social change and performance in education, government, nonprofits, and critical infrastructure/private industries through ***assisting clients to strengthen their foundation, change systematically, and enable resiliencies for long-lasting change.*** Since inception, MGT has significantly grown in size and capacity – working with state and local governments and education partners. Today, we bring a team of over **900 professionals** who offer in-depth market knowledge and understanding so we can hit the ground running.

MGT is a privately held, employee-owned, and financially stable limited liability company with a deep roster of staff and a commitment to serving the public. Our clients care about addressing the world’s most-pressing problems, and so do we. Their “why” is our why.

What sets us apart is our ability to customize and offer individualized support and the resources of a larger infrastructure to enable flexibility in impacting to-scale. Throughout our history, MGT has successfully delivered more than **30,000 projects** through a thoughtful balance of balancing the “immediate” needs while changing systems to plan for future resilience and success.

Our Commitment

MGT embraces the most complex challenges on the leadership agenda with deep commitment, agility, and local expertise to make a measurable and profound impact. Simply stated, **We are impacting communities for good.**

MGT | FIRST LOOK

Name: MGT Impact Solutions, LLC (MGT)

Locations: Headquarters in Tampa, FL; branch offices nationwide.

Cooperative Contracts:

ASC 20-7359, 24-7484

OMNIA LS4612

TIPS 220601, 220802, 230105

TXShare 2024-019

Structure: Privately held, employee-owned, client-driven Limited Liability Company.

Lines of Business: Strategy and Implementation, Performance and Operations, IT Infrastructure, and Cyber Security and Resilience for public sector and commercial companies.



50
years

900
consultants

30,000
projects

A Social Impact Commitment

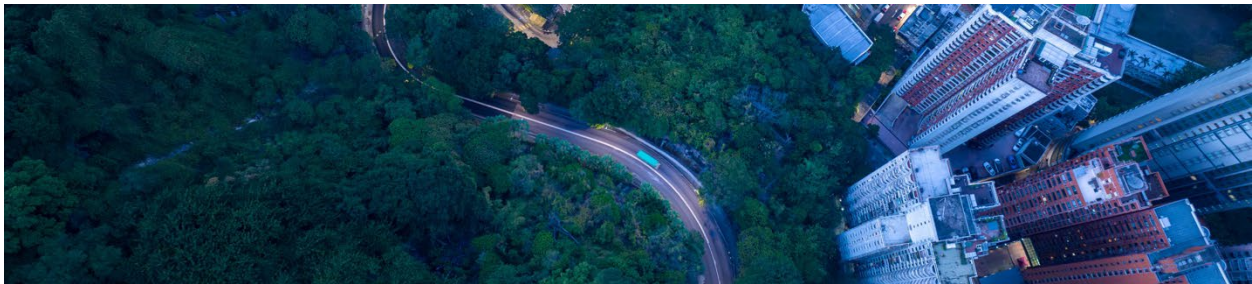
DEFINED BY **IMPACT**

Making a profound impact on society is at the heart of who we are and what we do. A well-structured wage and compensation system is essential for attracting and retaining top talent, fostering employee morale, and promoting organizational success. Competitive compensation will attract qualified individuals to the City of Pekin, enhancing the quality of public services.

A satisfied workforce contributes to a thriving community and improves the overall quality of life for residents.

MGT's Expertise

Our firm includes more than **900 professionals**, structured into the following primary groups, along with various internal infrastructure groups to support our operations and growth.



Strategy & Implementation

Working alongside an organization's C-suite, we help leaders co-create strategy through organizational reviews and data analytics to create actionable roadmaps for success.



IT Infrastructure & Digital

We provide engineering expertise to modernize IT infrastructure and ensure your technology implementation is properly designed, integrated, modernized, and maintained.



Cyber Security & Resilience

From real-time, 24/7 monitoring to proactive threat detection and rapid incident response, we can give you the tools to heighten your network's security posture and keep it there.



Performance & Operations

Bridging the gap between strategy and enduring change, we support efficient revenue allocation, promote economic development, and create fairness in hiring and contracting systems.



Our MGT Vision

To achieve our mission of being the social impact and performance leader in our industry, we are continuously improving to earn the privilege of being selected as our client's partner of choice in the mission-critical domains we impact. By elevating education systems, managing and securing critical networks, solving complex human capital and fiscal problems, and advancing equity as a performance imperative, we can impact communities for good through client partnership.

We deliver these solutions through our “three-point stance” of technology, education, and performance offerings. With our long-term vision of creating profound social impact through client performance, we seek out the “best of the best” to join us in our work supporting clients’ top priorities.

Markets we serve:

- Higher Education
- Prek-12
- Government
- Nonprofits
- Commercial Industries

PEOPLE



We believe in the power of connecting people and ideas which solve mission-critical, complex challenges to foster a trusted connection with our clients...for life.

PURPOSE



We are led by a transformative movement, fueled by people, innovation, and solutions designed to provide enduring opportunities for prosperity and well-being.

PERFORMANCE



We partner with clients to advance learning outcomes, reduce operational costs, recover revenue, improve workflows, and provide resilient and hardened technology networks and infrastructure.

MGT's Differentiator: Full Suite of Services

Cyber & Network Solutions

Our Cyber Security and Network Security Solutions team offers a deep technical engineering bench of seasoned, certified experts working in the “security trenches” in complex IT environments. For the Managed Detection and Response (MDR) solution, our Security Operations Center (SOC) doesn’t sleep so our clients can. Our flagship, best-in-class managed firewall services are unparalleled. We detect, respond, and recover from cyber incidents proactively and harden our clients’ security posture.

 **100 in-house certified engineers**
24x7 NOC and SOC

Human Capital Solutions

Our experts are former local government and school leaders who understand the challenges facing today’s public sector organizations. We offer consulting, recruiting, and staffing solutions that include a full suite of human resources and management studies, executive recruitment services, and interim, managed, and outsourced staffing options. Our experts can assess your organizational culture and permanent and temporary staffing needs and evaluate your systems and structures, all to maximize efficiency and effectiveness.

 **1,725+ interim employees placed**
1,500+ executive recruitments
500+ consulting studies
In 48 states!

Education Solutions

We create recommendations for our educational clients that are reliable, actionable, and based on proven research and a thorough understanding of each district or system’s program needs and long-term goals. Our team is led by former state education commissioners, district superintendents, school board members, principals, and teachers. Our partnerships have allowed clients to reinvest hundreds of millions of dollars back into the classroom.

 **50 million students served**
38 state DOEs as clients

Financial Solutions

Public agencies face increasing pressure to improve effectiveness and efficiency while operating in a transparent and sustainable manner. We partner with government organizations, school districts, higher education institutions, and not-for-profits to help them achieve long-term success.

 **50+ years of trusted relationships**
Proprietary software

Diversity, Equity, & Inclusion (DEI) Solutions

We help public sector clients address issues and challenges related to policies and practices that adversely impact DEI. We are one of the largest providers of disparity studies and other DEI solutions designed to increase equitable and inclusive organizational outcomes.

 **225 disparity studies**
DEI assessments & training
Equity Audits

Public Affairs Solutions

Our team of former nationwide leaders in policy development and education leadership partner with our clients to provide business advisory and public opinion architecture solutions which lift up and evolve education ecosystems and impacts public policy programs.

 **Global clientele**
Staff are former policymakers.

Project Key Personnel

The success of a consulting engagement is founded on the qualifications of the project team and how it is structured and managed. Our work with clients is characterized by the belief that we can only be successful if our clients develop the knowledge, capacity, and mechanisms to help themselves. To that end, all our services:

- Build on our clients' existing strengths and resources while empowering them to address present challenges.
- Assist our clients in learning about widely recognized best practices and emerging research.
- Encourage our clients to develop the habit of identifying, collecting, and acting on essential, current, and relevant data.
- Help our clients maximize the efficiency and effectiveness of their human and fiscal resources.
- Provide pragmatic and affordable solutions that will be deliverable and sustainable over the long term.

The proposed management structure for this project has been designed to define the roles and responsibilities of each team member assigned to this project and to facilitate project management. The strength and experience of our team will allow for efficient and effective project management and results. Each team member has a wide range of project experience working with clients similar to the City of Pekin. The team we have designated is highly experienced with this type of engagement and, therefore, requires little orientation time. Biographies of each team member listed below are provided in **Appendix A**.

Project Staff Roles and Responsibilities

ROLE ASSIGNED	RESPONSIBILITIES
CITY OF PEKIN'S REPRESENTATIVE	We look forward to working with the City's Representative to build a long-lasting and trustworthy partnership that produces innovative solutions.
PROJECT MANAGER* <i>Rachel Skaggs</i> <i>Katy Yee</i> <i>Rachel King</i>	The Project Manager holds the following responsibilities: ▪ Main point of contact for the City. ▪ Day-to-day management of the project, tasks, and deliverables. ▪ Oversight over service and deliverable quality. ▪ Management of all project deadlines. ▪ Maintains frequent contact with the City's Representative throughout the lifecycle of the project.
CONSULTANT TEAM** <i>Alice Bieszcza</i> <i>Julie Hawkins</i>	The Consultant Team has the following responsibilities: ▪ Work closely with the City under the direction of the Project Manager to carry out the various tasks and deliverables. ▪ Utilize individual subject matter expertise to customize and execute each work task and fulfill the City's stated expectations. ▪ Conduct collection and analysis of relevant data. ▪ Review, document, evaluate, and generate recommendations in accordance with each component of the work plan.

*The Project Manager will be assigned at the time of contract commencement and will be determined depending on workload and commitments at that time.

**Additional consultants with subject matter expertise will be used to assist with employee interviews.

Client Collaboration

A fundamental philosophy of MGT project managers and staff is that we work with, not for, our clients. We have worked with consultants as clients and know the importance of developing practical recommendations that can be implemented. Most importantly, we understand the environment in which our recommendations will be reviewed. Close partnerships require clear, frequent, and honest communication throughout the project to ensure the most positive project outcome for all parties.

MGT's project team will attempt to capture the views of City officials and work with staff members and committees at key points during the project to ensure the ongoing exchange of relevant issues and concerns. We believe that good communication is particularly important at the beginning of a study when City history and values are likely to be shared and discussed.

PEKIN PROJECT OFFICER

City of Pekin will have overall authority over all project activities and approve the contract and work plan. We anticipate the City will appoint a Project Officer to serve as the single point of contact between MGT's project team and the City. We will look to the City Project Officer for overall project guidance and direction. All project correspondence, progress reports, and final reports will be delivered to the City Project Officer.

Experience & Qualifications

Incomparable Classification and Compensation Consulting Expertise. We are proud to offer the exceptional expertise of our team members and our understanding and knowledge of the City of Pekin's scope based on years of relevant experience. We bring the breadth and depth of knowledge and expertise vital to identifying real, practical solutions that meet our clients' needs. Part of our success is based upon our commitment to be flexible and responsive. We are acutely aware of the political, economic, social, and technological environments of today's public sector environment.



Success Stories

"What I liked most about working with MGT staff is their creative approach in providing solutions to each project. The County has implemented MGT's recommendations...."

MGT has conducted **more than 270 classification and compensation studies in the past 10 years**. More specifically, MGT's consultants are adept at HR consulting in the state of Illinois and for similar organizations, as illustrated by our list of completed projects below.

Illinois

Village of Bensenville	Village of Hanover Park	Oswegoland Park District
Village of Berkeley	Village of Hazel Crest	Palatine Park District
Village of Bloomingdale	Henry County	City of Peoria
Cary Park District	Highland Park District	City of Plano
Village of Channahon	City of Lake Forest	City of Quincy
Village of Clinton	Village of Lincolnwood	Village of Red Bud
Village Crest Hill	Village of Lisle	Village of Richton Park
DeKalb County Health Department	City of Lockport	Village of Skokie
	Village of Machesney Park	St. Charles Park District

A. AGENTS AND ADDRESS

City of East Moline	Village of Matteson	Village of Vernon Hills
Fox River Water Reclamation District	McHenry County Conservation District	Wilmette Park District
City of East Moline	Village of North Aurora	Winnetka Park District
Elk Grove Village	Village of Northfield	
City of Galesburg	Northern Suburban Special Recreation Association	
City of Geneva		
Glenview Park District	Village of Oak Park	
Village of Gurnee	Village of Oregon	

Why is MGT the Most Qualified to Conduct the City's Study?

- ✓ **Experience.** MGT has the experience and certifications that HR departments need. MGT staff are certified as Senior Human Resources Management Certified Professionals (SHRM-CP), Project Management Professionals (PMP), and Change Management Professionals (CCMP). Additionally, MGT has conducted numerous human capital studies nationwide, such as HR audits, compensation and classification studies, staffing reviews, performance system updates, and organizational reviews. Furthermore, many of our clients are repeat clients, attesting to our acumen for local government human resources consulting services and our desire to work with each public sector client to create a lasting bond that ensures their success over time.
- ✓ **Best Practices Comparisons.** MGT offers the City our extensive experience to identify exemplary management practices that are reflective of the City's input and that of comparable localities. This experience gives us not only a ready reference point for reviewing the City's compensation system, but also provides us with practices that have been proven successful in other similar organizations. This knowledge is of significant value when we design recommendations for improvements.
- ✓ **Sound Findings and Data-Driven Recommendations.** In our experience, most major improvements in local government operations require bold thinking. In helping the City reconcile its pay system with its evolution and workforce changes, our team members will not hesitate to question existing organizational structures, programs, policies, rules, statutes, operations, work processes, and staffing patterns. We will make sound recommendations for improvements that produce real – *not just on paper* – savings and ease of future pay administration for the City.
- ✓ **Assistance in the Implementation of Recommendations.** We will not simply leave the City with a report and a plethora of recommendations. We will create detailed implementation strategies to support the City with initial implementation and best practice guidance for maintaining and sustaining an equitable compensation study and classification system over the long term.
- ✓ **Objectivity and Flexibility.** As an independent entity, our only vested interest is that of the client. Therefore, we will apply our extensive experience to generate objective, independent solutions to assist the City in achieving the best outcomes. In addition, we will be receptive to your insights and concerns and will accommodate any changes necessary to ensure the successful completion of project deliverables, a valid and responsive final report, and, more importantly, an implementable and flexible compensation system relevant to the City's current realities and beyond



B. Statement of Methods and Procedures

A detailed work plan and schedule were designed to conduct a quality compensation study with clear reporting dates for each major activity.

Project Understanding

The City of Pekin is interested in a review of its current compensation plan for employees in approximately 42 positions in the organization. The conducted Study will ensure an equitable compensation system is in place that is both fair and competitive, enabling the City to recruit and retain qualified employees. The system will also be easy to administer in an organized and consistent fashion, as well as sustainable for years to come.

The primary goal of this study is to ensure that the City of Pekin's compensation system is competitive, equitable, and effective. To achieve this, we will:

- Examine existing job descriptions to ensure accuracy and alignment with current job duties.
- Benchmark salaries against comparable public sector organizations in the region.
- Recommend salary ranges, pay structures, and a merit pay system that aligns with the City's goals and budget.
- Identify and resolve any pay compression or inequities within the current system.
- Offer guidance and assistance for implementing the recommended changes and maintaining the system over time.

Key Benefits

1. **Improved Efficiency and Productivity:** A well-designed compensation system can enhance employee motivation and performance, increasing efficiency and productivity.
2. **Enhanced Recruitment and Retention:** Competitive compensation packages can attract and retain top talent, reducing turnover costs and improving the quality of public services.
3. **Strengthened Organizational Equity:** A fair and equitable compensation system can promote a positive work environment and reduce employee grievances, fostering a stronger organizational culture.

MGT has conducted more than 270 classification and compensation studies in the past 10 years. Over 90% of pay plans recommended by MGT have been successfully implemented by the client. All these studies included the use of public-sector salary data and included the following recommendations:

B. STATEMENT OF METHODS AND PROCEDURES

- New classification and compensation plans, assuring internal equity.
- Recommendations for job title changes where appropriate.
- Recommendations on how to deal with specific problems that arose during the study (i.e., compression issues, internal equity issues, market discrepancy issues, etc.).
- Pay plans that were tied to performance.

Project Management

MGT uses proven project management methodologies to ensure we deliver project results that are on time and on budget and meet or exceed client expectations by identifying long-term decision-making solutions.

We find that the two most critical keys to project success are **planning** and **communication**.

We take very intentional measures to define milestones, responsibilities, and delivery dates in our **planning** process, track work progress against the work plan daily, and provide regular project status reports. After the contract is awarded, we enhance the project work plan that was included in our proposal by adding specific milestones, delivery dates, and consultant responsibilities. We refine this plan with input from our project initiation meeting(s) with the client. We employ problem-solving skills, technology, and staff adaptability to react to variances between work plan projections and actuals to meet the City's deadline.



Throughout this process, we remain in frequent **communication** with the client to avoid surprises or conflict. Our project teams are in regular contact with the City's Project Manager, providing regular project status updates and calls to provide a summary of progress and to address any risks or variances from the planned schedule.

Our team's approach to compensation studies is based on the methodologies, models, and tools that we have developed for this specific type of work, coupled with **50 years** of service to public sector organizations across the country. To successfully conduct a study, it is important to fully understand the environment in which an organization operates and the objectives of the study to provide a complete, forward-thinking compensation program and final report.

Proposed Work Plan

To accomplish the City's objectives, MGT will take the following steps listed in the order in which the work will be performed. Please note that we have specified those areas where we will need the City's input/assistance.

TASK 1.0: MEETINGS AND MARKET DATA

Activities

1.1 Study Preparation and Project Meeting

Meet with City representatives to discuss study methods, review organization charts, personnel policies/practices, and the current classification and pay plans. MGT will review the timeline, answer questions, and review the scope and work schedule. MGT will require the City to submit a data collection worksheet along with the following information (if available): copies of organizational charts for each department, pay plans, the current personnel manual, and any other relevant information related to salaries.

1.2 Establishing Comparables

Working with City staff and using our broad-based cohort methodology, MGT will determine a logical survey sample of "like" entities that impact the compensation market for the City. In selecting comparable jurisdictions, we use criteria such as number of employees, population served, Equalized Assessed Value (EAV), budget size, and proximity.

In addition, MGT partners with Salary.com and uses their CompAnalyst tool to collect employer-reported market data, updated monthly, which is designed to support unique situations, such as hybrid positions, or for collecting private sector market data. CompAnalyst data can be controlled for geographic area, industry, and/or organizational full-time equivalent (FTE) or budget size. All positions included in the scope of this study can be benchmarked to this data source. This data source is also utilized to address gaps in peer data responses from the Market Survey and to provide additional data verification for gathered market survey data. This tool is the most reliable way to gather private sector data.

1.3 Preparing for and Hosting Employee Kick-Off Meeting

Shortly after the initial project meeting with the City representatives, MGT will meet virtually with employees to explain the scope of the project and distribute Job Analysis Questionnaire (JAQ) forms. MGT understands many employees have not participated in this type of process before, and we take the time to carefully explain the purpose of the project to the employees and to answer any questions they may have. If any of the employees are not available when these first meetings are held, a recorded presentation of the meeting will be made available to them. Employees will then be allowed two weeks to complete the questionnaire. The questionnaires will also be reviewed by each employee's supervisor and returned to MGT within four weeks of distribution.

1.4 Prepare Market Survey, Survey Distribution, and Follow-Up

MGT will prepare the market surveys to gather data for benchmark classifications in the comparable entities. To accomplish this, the Project Manager will work with City representatives to select benchmark classifications. These positions will be chosen based on the criteria of those that are most common in all entities and that cover all the

B. STATEMENT OF METHODS AND PROCEDURES

various pay grades in the City. In addition to job titles, brief position descriptions are included in the market survey to make sure we are receiving salary data for “like” positions in comparable entities. MGT will also use the CompAnalyst tool from Salary.com to gather market data for positions in the Study. The criteria will be determined at the time of analysis.

Note: While MGT will prepare all the materials to be sent out for the market surveys, we have found sending out the survey under the client’s email generates a better/faster response than when it is sent out under our letterhead/name. In addition, the City may be asked to make one follow-up contact with those entities that do not initially respond to the survey request.

1.5 Job Evaluation Analysis and Establishment of Job Classification System

Upon return of the JAQs by the City, MGT will perform the following:

- A. Read each JAQ and corresponding Job Description (up to 42), in their entirety.
- B. Prepare for and conduct a virtual interview with at least one employee from each position to further understand the scope of their job.
- C. Analyzing Data, Assigning Skill Levels, and Establishing a Classification Plan:
Apply a measurement system of job evaluation factors, using nine main factors used in our job evaluation instrument to evaluate the internal/comparable worth of each job classification. Upon completion of the job evaluation measurements, a new Classification Plan will be developed. It is important to emphasize the job, not the qualifications or performance of the incumbents, is being evaluated. Part of this process will include the evaluation of current job titles and the recommendation for any changes, assuring the job title and related recommended pay range matches the employee’s actual tasks.

Note: A formal job evaluation system, such as the one utilized by MGT, is an attempt to objectify the reasons jobs are compensated differently. Most compensation practitioners agree that three basic factors are important in determining compensation. These are: (1) skills required, (2) responsibility, and (3) working conditions. The Equal Employment Opportunity Commission (EEOC) recognizes these three basic factors, along with seniority and performance, as valid determinants of compensation. The nine factors used by MGT are essentially subdivisions of the first three factors mentioned above. In addition, it is MGT’s practice that – under Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and the Age Discrimination of Employment Act (ADEA) – it is illegal to discriminate in any aspect of employment. MGT will not use discriminatory practices on the basis of race, color, religion, sex, national origin, disability, or age when performing a classification analysis. Decisions and recommendations will not be based on stereotypes or assumptions about the abilities, traits, or performance of individuals of a certain sex, race, age, religion, or ethnic group or individuals with disabilities.

Based on the results of the job evaluation process outlined above, assign all classifications to skill levels. Logical breaks in the continuum of points determine the skill levels used for determining the classification system. For example, skill level 1 might contain jobs that scored between 185 and 200 points, skill level 2 between 205 and 220 points, and so on.

B. STATEMENT OF METHODS AND PROCEDURES

Review the results of the job evaluation exercise with City representatives and revise, as necessary.

In addition, MGT will invite Department Heads to participate in an online survey, the Management Issues Process Survey (MIP), as an opportunity to communicate specific concerns related to the City's current classification and compensation system. The feedback collected will augment the Classification process.

Deliverables

- Start Up Documents
- JAQ Form
- MIP Survey

TASK 2.0: DATA ANALYSIS

Activities

2.1 Compiling and Analyzing Market Data and Creating the New Compensation Plan

Tabulate, summarize and analyze comparative market data. MGT's pay tabulations compare the City's salaries for the positions with the minimum and the maximum of the market data for each position, when possible. Data is displayed for each jurisdiction and summarized in an overall table. This data is analyzed to determine the percentage difference between the City's present pay for each position and the market data.

MGT will work with the City to determine the City's policy (or MGT will make a recommendation) with respect to compensation (i.e., 50th percentile, 75th percentile, etc.). Once this is determined, MGT will use the market data to develop and recommend new salary schedules for the City's 42 classifications. This process will include a recommendation regarding how employees are inserted into the new plan and how they move through the proposed pay plan (either via a merit system or a defined merit increment plan), with recommendations for a specific performance-oriented program with respect to salary advancement through the new salary ranges. The salary schedules will outline the specific percentages between ranges and grades.

2.2 Preliminary Analysis Review and Training

MGT will meet with the City to review the preliminary analysis. The preliminary analysis is a draft version of the proposed Compensation Plan. The review can take multiple meetings to ensure that everything is covered and all questions are answered. MGT will also require feedback from the City on certain aspects of the proposed Plan.

MGT will provide **support services at no additional cost** to the City for one year from the date of an executed contract. This will include any communication regarding questions concerning the report.

Deliverables

- Market Data
- Proposed Pay Plan(s)

TASK 3.0: PROGRESS COMMUNICATION AND UPDATES

Activities

- MGT prides itself on our attention to and communication with our clients as the project proceeds. As such, MGT will strive to maintain regular contact with the City's representative and to be available to address the City's questions, concerns, and needs.
- MGT will share updates with the City as requested, and particularly at critical points in the Study. Additionally, the Project Manager will meet with the City's representative and, if requested, other key staff, such as department heads, to review the results of the job evaluation exercise and the proposed new salary schedules.

Deliverables

- Ongoing communication with the City
- Progress Updates

TASK 4.0: DRAFT AND FINAL REPORT PREPARATION

Activities

4.1 A draft report will be prepared by the Consultants and sent electronically to the City that includes:

- Summary of all aspects of the Study, including recommendations, methods, and guidelines for achieving the overall aspects of the Study, as well as recommendations for annual maintenance and review of the new plans.
- Pay ranges that are consistent with the City's pay policy, outlining the pros and cons of each option.
- Implementation plan and cost estimates of implementing the Study's findings and recommendations.

Note: Overtime costs will not be included, and the analysis will be estimates only, with sufficient detail to allow the City to compare various options.

4.2 Once the City's representatives return review comments, a final report will be prepared and sent to the City.

Deliverables

- Draft Report
- Final Report

TASK 5.0: PRESENTATION OF FINDINGS

Activities

The MGT Project Manager will present the finalized plan recommendations and final report to the City.



C. Work Schedule

MGT is available to start this project within four to six weeks of acceptance of the proposal. Based on MGT's experience conducting similar projects, we anticipate the proposed project can be completed within approximately 16 weeks of project initiation, as illustrated in **Exhibit 1**. . The schedule is contingent, however, upon the timely response from the comparable entities supplying the market data, and the employees and supervisors in returning the completed JAQs. Any delays in receipt of this information are beyond the control of MGT and may lengthen the completion of the report.

Exhibit 1. Proposed Schedule

WORK PLAN TASKS	WEEK															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Meet with City representatives to discuss Study methodology and expectations.																
Prepare and distribute market surveys to comparable entities.																
Conduct employee meetings, provide JAQs, and explain the purpose of the Study and the process.																
Return of JAQs and market surveys.																
Reading of JAQs and job descriptions.																
Conduct employee interviews.																
Analyze data; prepare new classification and compensation plans; send draft findings to the City.																
Meet with key City representatives to review preliminary findings.																
Receive comments from City																
Prepare a Draft Report and send it to the City; receive return comments.																
Prepare Final Report.																
Present Final Report to the City.																



D. Fees

*Defined by Impact. Driven by People.
Dedicated to the Community.*

Our cost proposal reflects our interpretation of the written requirements within your solicitation. **We take pride in customizing our client's needs, and we will work with you to ensure our fees are aligned with your expectations and budget.** We have proposed the entire Study be conducted virtually; however, if the City requests any in-person meetings, MGT will provide an additional estimate for travel and related expenses. By conducting our studies virtually, we can provide significant cost savings for our clients.

In keeping with the above statement of our usual practices, we estimate the fixed fee for the entire study to be **\$18,330, plus an additional \$10,500 for job description updates, for a total of \$28,330.** We have listed the cost of our professional fee for each study component below. Payment will be due as follows: 50% of the professional fee will be due after the initial project meeting, and the balance will be billed after the Study is completed. Invoices will be sent to the City and are payable within 30 days of receipt.

Exhibit 2. Proposed Cost by Task

Milestones and Tasks		Professional Hours	TOTAL (\$)
1.0	Meetings and Market Data		
1.1	Study Preparation and Project Meeting	4	\$ 780
1.2	Establishing Comparables	8	\$ 1,560
1.3	Preparing for and Hosting Employee Kick-Off Meetings	2	\$ 390
1.4	Prepare Survey, Survey Distribution, and Follow-up	4	\$ 780
1.5A	Review and Reading of JAQs and Job Descriptions	16	\$ 3,120
1.5B	Prepare for Interviews and Conduct Employee Interviews	22	\$ 4,290
1.5C	Analyze Data, Assign Skill Levels, and Prepare a Classification Plan	6	\$ 1,170
2.0	Data Analysis		
2.1	Compiling and Analyzing Market Data and Creating the New Compensation Plan	8	\$ 1,560
2.2	Preliminary Analysis Review and Training	6	\$ 1,170
3.0	Progress Communication and Updates	4	\$ 780
4.0	Draft and Final Report Preparation		
4.1	Preparing Draft Report	8	\$ 1,560
4.2	Final Report	4	\$ 780
5.0	Presentation of Findings	2	\$ 390
	Total Hours and Cost for Classification and Compensation Study:	94	\$18,330
	Updating 42 Job Descriptions (see Note II below)*	\$250/JD	\$10,500
	Total Price for Study and Job Descriptions		\$28,830

D. FEES

NOTE: If the City accepts our proposal for this project, MGT will provide **support services at no additional cost for one year** from contract execution. This will include any communication regarding questions concerning the report.

NOTE II: Job Descriptions are priced at \$250/description. The City can remove this from the proposal or consider it at a later time to reduce costs. In addition, MGT will provide all job description updates needed and a template to update the job descriptions to the City or MGT can update up to X amount of job descriptions to fit within the City's budget needs.

Optional Services/Cost

PROGRESS REPORTS – It is customary to have periodic telephone conversations throughout the Study to provide progress reports. There will be no charge for these periodic telephone updates.

SITE VISITS – If the City requests any on-site visits, there will be additional costs for the MGT's time and expenses.

JOB DESCRIPTIONS – Updates to existing job descriptions cost \$250 each; new job descriptions, if needed, cost \$300 each. Job descriptions will be completed upon conclusion of the Study and are billed separately.

ADDITIONAL SERVICES – Any additional services not covered in this proposal and requested by the City will be billed at the rate of \$195 per hour plus expenses, including assistance with employee appeals.

This quote is firm and irrevocable for a period of three months, after which prices may increase.



E. References

A leader in classification and compensation studies.

More than one-third of the organizations served by MGT have contracted for multiple projects; we feel repeat business is the greatest testament to our commitment to customer service and client satisfaction. We encourage you to contact any of our references to learn of our professionalism, ability to meet timelines, and the expertise of our staff.

BENSENVILLE, ILLINOIS - CLASSIFICATION AND COMPENSATION STUDY (2023)

MARISOL LEYVA, HUMAN RESOURCES MANAGER
12 SOUTH CENTER STREET, BENSENVILLE, IL 60106
630-350-3401 | MLEYVA@BENSENVILLE.IL.US

CITY OF LOCKPORT, ILLINOIS - COMPENSATION STUDY (2023)

LISA HEGLUND, FINANCE DIRECTOR
CENTRAL SQUARE BUILDING – 2ND FLOOR
222 EAST 9TH STREET, LOCKPORT, ILLINOIS, 60441
815-838-0549, EXT. 2109 | LHEGLUND@LOCKPORT.ORG

EAST MOLINE, ILLINOIS - CLASSIFICATION AND COMPENSATION STUDY (2023)

MERANDA PORTER, MANAGEMENT ANALYST
912 16TH AVE., EAST MOLINE, IL 61244
309-752-1593 | MPORTER@EASTMOLINE.COM

VILLAGE OF FOX LAKE, ILLINOIS - CLASSIFICATION AND COMPENSATION (2024)

JESSICA CHERNICH, VILLAGE ADMINISTRATOR
66 THILLEN DR., FOX LAKE, IL 60020
847-587-3947 | CHERNICHJ@FOXLAKE.ORD

GURNEE, ILLINOIS - CLASSIFICATION AND COMPENSATION STUDY (2024)

CHRISTINE PALMIERI, DIRECTOR OF HUMAN RESOURCES
325 N. OPLAINE ROAD, GURNEE, IL 60031
847-599-7500 | CHRISN@VILLAGE.GURNEE.IL.US

PARK DISTRICT OF HIGHLAND PARK, ILLINOIS- CLASSIFICATION AND COMPENSATION STUDY (2022/23)

BRIAN ROMES, EXECUTIVE DIRECTOR
636 RIDGE ROAD, HIGHLAND PARK, IL 60035
847-579-3119 | BRIANROMES@PDHP.ORG



Appendix A. Staff Biographies

Biographies of our proposed project personnel are provided on the following pages. The personnel described in our proposal are the professionals who will provide the services for this project. We may use additional staff consultants with subject matter expertise to assist with employee interviews if needed.



Rachel Skaggs

Director

Rachel Skaggs is a seasoned Director with over a decade of experience in local government management. Specializing in budget management, economic development initiatives, human resources, and community engagement, Rachel has successfully led more than 50 projects across diverse communities nationwide. Her comprehensive approach ensures that strategic plans promote both internal and external equity, achieving long-term administrative efficiency. Rachel's expertise is backed by her significant contributions to Illinois municipalities, including the Village of Montgomery, the Village of Schaumburg, and the City of Princeton, where she demonstrated fiscal responsibility and strategic leadership in various projects.

In her previous roles as a management analyst, Rachel managed HR tasks, budgeting, and community outreach efforts, consistently fostering vibrant and engaged communities. She is passionate about advancing diversity and inclusivity in municipal decision-making processes, having co-authored articles on women in government leadership and implemented initiatives to enhance citizen involvement. Rachel's commitment to collaboration and trust-building is reflected in her active memberships in professional organizations, contributing to her reputation as a trusted leader in local government management.

Areas of Expertise

- Local Government Management
- Capital and General Budgets
- Economic Development Initiatives
- Human Resources
- FLSA Requirements
- Debt Refinancing
- Contract Negotiation
- Community Engagement

Education

- Master of Public Administration, Northern Illinois University
- B.A., English and Political Science, Northern Illinois University

Professional Development & Speaking Engagements

- Presentation on Females in Local Government:
 - ICMA Conference, Phoenix, Arizona, 2012
 - The Legacy Project
 - ILCMA
- Public Management Magazine article "Women Leading Government," co-authored with Heidi Voorhees
- Public Voices XIII No. 2 article "Advancing Women in Local Government: The Case in Illinois," co-authored with Dr. Kimberly Nelson

Memberships & Affiliations

International City and County Management Association
 Illinois City/County Management Association
 Illinois Public Employer Labor Relations Association
 Princeton Rotary Club
 The Legacy Project

Professional Experience

Princeton, IL, City Manager, 2015-2019
 Village of Schaumburg, IL, Management Analyst, 2012-2015
 Village of Montgomery, IL, Management Analyst; HR Manager, 2009-2012



Katy Yee

Project Manager

Katy Yee has over 25 years of experience in multiple public sector settings, focusing on human resources and administrative management. Katy's human resources areas of concentration have included organizational development, compensation, recruitment and retention, and training and staff development.

The cornerstone of Katy's career is with the DuPage County Government and the DuPage County Health Department. At those organizations, she coordinated and participated in several agency-wide compensation studies utilizing and applying the Korn-Ferry (formally Hay Group) methodology. While working in public health as Director of Organizational Development, Katy was directly responsible for the areas of quality improvement, compliance, and accreditation. In addition, she led agency-wide initiatives focused on integrating services and improving client access to care. Some of these initiatives included redesigning client intake processes, supporting the implementation of an electronic medical record, and ensuring compliance with ACA requirements.

Most recently, Katy worked with Elgin Community College and the Forest Preserve District of Kane County. These opportunities highlighted Katy's ability to engage in and contribute to organizational effectiveness in a variety of public sector settings. Her broad depth of knowledge, professionalism, and approachable style have enabled her to build relationships at all levels within each organization and provide relevant, practical, and valuable human resources support.

Katy's philosophy on human resources and organizational development has always been that of a "business partner" – she truly enjoys working on solutions that help to support the operational needs of the organization.

Areas of Expertise

- Korn-Ferry methodology
- ACA compliance
- Accreditation
- Services Integration
- Client care access
- Client intake processes
- Medical records protocols
- Classification and Compensation Project Management

Education

- B.A., Urban Studies, Elmhurst College
- Certificate, Marketing Analytics, Udacity

Certifications

- SHRM-CP, Society for Human Resources, Certificate
- Time Management Trainer, Certificate

Memberships & Affiliations

Society for Human Resources (SHRM)

Illinois Park and Recreation Association (IPRA)

Professional Experience

Forest Preserve District of Kane County, Geneva, IL; Director of Human Resources

Elgin Community College, Elgin, IL; Director of Compensation and Talent Acquisition

DuPage County Health Department, Wheaton, IL; Director of Organizational Development; Human Resources Manager

DuPage County Government; Interim Director of Human Resources, Human Resources Manager; Human Resources Supervisor; Human Resources Generalist and Recruitment Specialist



Rachel King

Project Manager

Rachel King is a Classification and Compensation Project Manager with over eight years of experience in human resource management. She has successfully developed and implemented HR strategies that align with business objectives, working on more than 30 classification and compensation projects for clients ranging from small municipalities to larger entities with populations over 200,000. This diverse experience has allowed her to create tailored solutions that enhance both employee engagement and organizational effectiveness.

Beyond classification and compensation, Rachel has analyzed performance evaluation systems, assessed benefit data, and developed best practices for diversity, equity, inclusion, and belonging (DEIB). Her work spans various clients, including municipalities, county governments, park districts, and nonprofit agencies, equipping her with insights into their unique challenges. Her strategic approach helps craft job descriptions and performance metrics that support organizational goals while fostering employee satisfaction.

Rachel holds a Bachelor's degree in Business Administration from Southern New Hampshire University. Prior to her current role, she was a Human Resources Manager for the startup technology company cove.tool, overseeing areas such as recruiting and employee relations. Passionate about creating inclusive workplace cultures, Rachel achieved the Great Place to Work certification, reflecting her dedication to fostering a positive and engaging environment for all employees.

Areas of Expertise

- HRIS & ATS
- Benefits Administration
- Performance Management
- HR Strategy Creation & Execution
- Onboarding & Offboarding
- Training & Leadership Development
- Employee Relations Management
- Policy Development
- Project Management
- Compensation Management
- Employee Retention
- Employee Engagement & Satisfaction

Education

- B.S., HR Management, Southern New Hampshire University

Selected Project Highlights

Hawkeye Community College, IA <i>Classification and Compensation Study</i>	Navajo Tribal Utility Authority, AZ <i>Classification and Compensation Study</i>
Livingston County, MI <i>Classification and Compensation Study</i>	Rhode Island Housing, RI <i>Executive Compensation Survey & Analysis</i>
Livingston County Community Mental Health, MI <i>Classification and Compensation Study</i>	Tampa Housing Authority, FL <i>Classification and Compensation Study</i>

Work Experience

MGT Impact Solutions, LLC, Project Manager, 2022-present

cove.tool, HR Manager, May 2021-March 2022

Edward Jones, HR Generalist, June 2019-May 2021; Office Manager/Retirement Specialist, February 2016-June 2019



Alice Bieszczat

Classification and Compensation Specialist

Alice Bieszczat is a seasoned Classification and Compensation Specialist with over 25 years of diverse experience across the private, non-profit, and public sectors. Over the past decade, she has spearheaded or contributed to over 120 Classification and Compensation Studies across 15 states, collaborating with municipalities, counties, park districts, special services agencies, and non-profit organizations. Her expertise spans union, non-union, management, technical, and administrative positions, showcasing her adaptability to various organizational structures and complexities.

In addition to her extensive consulting background with firms like Voorhees Associates and the PAR Group, Alice has provided non-profit consulting services for esteemed institutions such as the Ann & Robert H. Lurie Children's Hospital of Chicago and the Archdiocese of Milwaukee. Her recent projects have involved Classification and Compensation Studies in multiple states, highlighting her broad geographic reach and comprehensive approach to human resources consulting. Prior to her consulting roles, Alice contributed to transportation innovation research published in reputable journals and national media outlets and led fundraising efforts at Lurie Children's Hospital, demonstrating her multifaceted skill set and dedication to driving positive organizational change.

Areas of Expertise

- Classification and Compensation Studies
- Human Resources Consulting
- Non-Profit Consulting
- Municipalities, Counties, Park Districts, and Special Services Agencies
- Union and Non-Union Environments
- Management, Technical, and Administrative Positions
- Transportation Innovation Research

Education

- M.P.S., DePaul University
- B.S., Mathematics, DePaul University

Professional Development & Speaking Engagements

- Published Research on Transportation Innovations in Transportation Research Journal and Transport Policy
- Lecturer on Transportation Innovations

Professional Consulting

Aurora Healthcare and the Archdiocese of Milwaukee
Ann & Robert H. Lurie Children's Hospital of Chicago
North Shore Senior Center
Logan Square Neighborhood Association

Professional Experience

Chaddick Institute of Metropolitan Development DePaul University, 2009-2012
Lurie Children's Hospital of Chicago, 2005-2008
American Diabetes Association, 2004-2005
Accelerated Fundraising Solutions, 2000-2003
Sprint Cellular/Alltel, 1996-2000



Julie Hawkins

Classification & Compensation Specialist

Julie Hawkins is a seasoned Classification and Compensation with MGT, bringing over 30 years of experience in local government administration and human resources. Throughout her career, Julie has successfully led more than 25 Classification and Compensation Studies in the past year alone, with numerous additional studies completed over the years. Her expertise encompasses a wide range of HR functions, including personnel policy and job description creation and updates, recruitment, and staffing studies. Julie's collaborative approach has allowed her to work effectively with elected and appointed officials across various municipalities, parks, libraries, and water agencies.

Julie is dedicated to the public sector, understanding its critical role in daily life. She is an accomplished speaker and trainer, having presented on topics such as hiring and onboarding, performance management, HR compliance in the public sector, I-9 compliance, and ethics programs. Julie has also contributed significantly to professional organizations by serving on boards and organizing events for annual conferences. Her academic credentials include a Master of Arts in Public Administration from Northern Illinois University and a Bachelor of Arts in Public Administration and Political Science from Augustana College.

Areas of Expertise

- Classification and Compensation Studies
- Personnel Policy and Job Description Creation and Updates
- Recruitment and Staffing Studies
- Human Resource Compliance in the Public Sector
- Hiring and Onboarding Processes
- Performance Management
- Training and Development

Education

- M.P.A., Northern Illinois University
- B.A., Public Administration & Political Science, Augustana College

Memberships & Affiliations

International City/County Management Association (ICMA) – Annual Conference Committee
 Illinois City/County Management Association (ILCMA)
 Illinois Association of Municipal Management Assistants (IAMMA) – Past President
 Society for Human Resource Management (SHRM)
 Illinois Public Employer Labor Relations Association (IPELRA)
 Illinois Association of Park Districts (IAPD/IPRA)
 Illinois Library Association (ILA)
 Illinois Government Finance Officers Association (IGFOA)

Professional Experience

Sikich LLP, Human Resources Consultant, 2009-2017
 CCF Consulting, Public Sector Human Resources Consulting Services, Owner, 1996-2009
 Village of Carol Stream, IL, Assistant to the Village Manager, 1989-1996
 Village of Elk Grove, IL, Village Manager's Office, Administrative Assistant, 1987-1989
 City of Rock Island, IL, Administrative Intern, 1986-1987

MGT



Proposal

OCTOBER 31, 2024

RFP

Wage And Compensation Study

City Of Pekin, Illinois

Submitted by:

RACHEL SKAGGS
DIRECTOR

790 FRONTAGE ROAD
SUITE 213
NORTHFIELD, IL 60093

815.303.2187
RSKAGGS@MGT.US

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Cover Letter

October 31, 2024

Shelly Costa, Human Resources Director
City Of Pekin
City Hall, 111 South Capitol Street
Pekin, IL 61554



RE: RESPONSE TO RFP WAGE AND COMPENSATION STUDY

Dear Ms. Costa:

MGT Impact Solutions, LLC (MGT) is pleased to present this response to your recent Request for Proposals (RFP) for a Wage and Compensation Study for the City of Pekin ("City"). This response reflects our understanding that the City of Pekin is seeking a Compensation Study for the review of 42 positions. MGT's response provides the City with related firm qualifications, key experience, a detailed work plan with a timeline, and associated fees to provide services that exceed expectations. We are experts in classification and compensation studies and know we would be a perfect fit for the City.

- We tailor our approach to meet the specific needs and goals of the City of Pekin, ensuring that the final compensation system is effective and relevant.
- We work closely with City officials and employees to gather information, obtain buy-in, and ensure a smooth implementation process.
- Our commitment to ongoing support will help the City of Pekin maintain a competitive and equitable compensation system.

We understand human resources (HR) management continues to be a significant concern as governmental services continue to increase in cost and complexity, and the resources to fund local governments are constrained. Day-to-day operations present challenging administrative problems in planning, organizing, and directing human resource functions to achieve maximum efficiency and effectiveness in the delivery of municipal services. A properly developed and administered compensation plan forms the foundation for meeting these challenges. It helps to ensure the City can recruit and retain the best and brightest employees, even in a competitive marketplace. We understand the high expectations that have been established in the City for recruiting and retaining excellent employees. These factors will be taken into consideration in the analysis and reflected in the Study results.

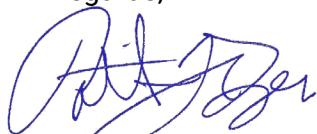
MGT provides comprehensive executive recruitment, interim staffing, HR consulting, and organizational analysis consulting services for local governments, intergovernmental organizations, and school districts, as well as other governmental and non-profit entities. MGT consultants have worked in all areas of local government leadership, including city/county management, human resources, public safety, finance, public works, parks and recreation, and utilities. This combined hands-on knowledge and experience has made MGT a proven leader in public-sector consulting.

MGT CONTACT INFORMATION

MGT HEADQUARTERS	MGT Impact Solutions, LLC 4320 West Kennedy Boulevard Tampa, Florida 33609 P: 813.327.4717 www.mgt.us FEIN: 81-0890071
PROPOSAL CONTACT	Rachel Skaggs, Director – Human Capital Solutions 790 Frontage Road, Suite 213 Northfield, IL 60093 P: 815.303.2187 E: rskaggs@mgt.us

Thank you for the opportunity to submit a proposal to the City of Pekin. Should you have questions on any aspect of this proposal, please contact **Rachel Skaggs** at **815.303.2187** or **rskaggs@mgt.us**.

Regards,



Patrick J. Dyer, Vice President
Authorized to bind the firm



A. Agents and Address

Firm Profile

Impacting communities for good.

MGT brings **50 years** of experience driving positive social change and performance in education, government, nonprofits, and critical infrastructure/private industries through ***assisting clients to strengthen their foundation, change systematically, and enable resiliencies for long-lasting change.*** Since inception, MGT has significantly grown in size and capacity – working with state and local governments and education partners. Today, we bring a team of over **900 professionals** who offer in-depth market knowledge and understanding so we can hit the ground running.

MGT is a privately held, employee-owned, and financially stable limited liability company with a deep roster of staff and a commitment to serving the public. Our clients care about addressing the world’s most-pressing problems, and so do we. Their “why” is our why.

What sets us apart is our ability to customize and offer individualized support and the resources of a larger infrastructure to enable flexibility in impacting to-scale. Throughout our history, MGT has successfully delivered more than **30,000 projects** through a thoughtful balance of balancing the “immediate” needs while changing systems to plan for future resilience and success.

Our Commitment

MGT embraces the most complex challenges on the leadership agenda with deep commitment, agility, and local expertise to make a measurable and profound impact. Simply stated, **We are impacting communities for good.**

MGT | FIRST LOOK

Name: MGT Impact Solutions, LLC (MGT)

Locations: Headquarters in Tampa, FL; branch offices nationwide.

Cooperative Contracts:

ASC 20-7359, 24-7484

OMNIA LS4612

TIPS 220601, 220802, 230105

TXShare 2024-019

Structure: Privately held, employee-owned, client-driven Limited Liability Company.

Lines of Business: Strategy and Implementation, Performance and Operations, IT Infrastructure, and Cyber Security and Resilience for public sector and commercial companies.



50
years

900
consultants

30,000
projects

A Social Impact Commitment

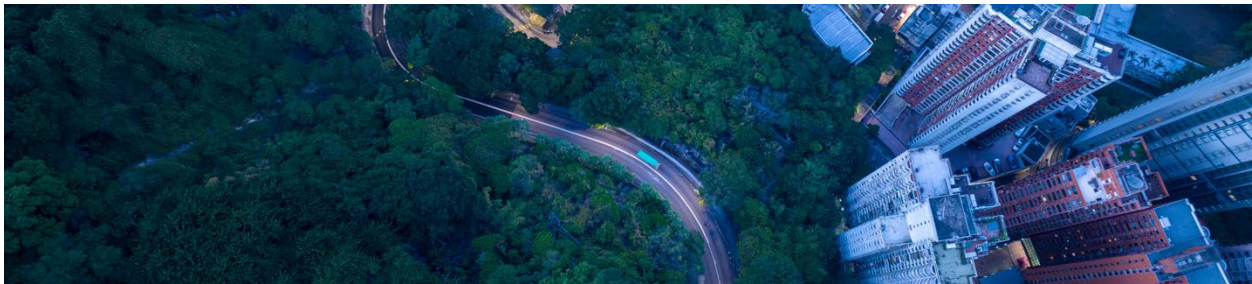
DEFINED BY **IMPACT**

Making a profound impact on society is at the heart of who we are and what we do. A well-structured wage and compensation system is essential for attracting and retaining top talent, fostering employee morale, and promoting organizational success. Competitive compensation will attract qualified individuals to the City of Pekin, enhancing the quality of public services.

A satisfied workforce contributes to a thriving community and improves the overall quality of life for residents.

MGT's Expertise

Our firm includes more than **900 professionals**, structured into the following primary groups, along with various internal infrastructure groups to support our operations and growth.



Strategy & Implementation

Working alongside an organization's C-suite, we help leaders co-create strategy through organizational reviews and data analytics to create actionable roadmaps for success.



IT Infrastructure & Digital

We provide engineering expertise to modernize IT infrastructure and ensure your technology implementation is properly designed, integrated, modernized, and maintained.



Cyber Security & Resilience

From real-time, 24/7 monitoring to proactive threat detection and rapid incident response, we can give you the tools to heighten your network's security posture and keep it there.



Performance & Operations

Bridging the gap between strategy and enduring change, we support efficient revenue allocation, promote economic development, and create fairness in hiring and contracting systems.



Our MGT Vision

To achieve our mission of being the social impact and performance leader in our industry, we are continuously improving to earn the privilege of being selected as our client's partner of choice in the mission-critical domains we impact. By elevating education systems, managing and securing critical networks, solving complex human capital and fiscal problems, and advancing equity as a performance imperative, we can impact communities for good through client partnership.

We deliver these solutions through our "three-point stance" of technology, education, and performance offerings. With our long-term vision of creating profound social impact through client performance, we seek out the "best of the best" to join us in our work supporting clients' top priorities.

Markets we serve:

- Higher Education
- Prek-12
- Government
- Nonprofits
- Commercial Industries

PEOPLE



We believe in the power of connecting people and ideas which solve mission-critical, complex challenges to foster a trusted connection with our clients...for life.

PURPOSE



We are led by a transformative movement, fueled by people, innovation, and solutions designed to provide enduring opportunities for prosperity and well-being.

PERFORMANCE



We partner with clients to advance learning outcomes, reduce operational costs, recover revenue, improve workflows, and provide resilient and hardened technology networks and infrastructure.

MGT's Differentiator: Full Suite of Services

Cyber & Network Solutions

Our Cyber Security and Network Security Solutions team offers a deep technical engineering bench of seasoned, certified experts working in the “security trenches” in complex IT environments. For the Managed Detection and Response (MDR) solution, our Security Operations Center (SOC) doesn’t sleep so our clients can. Our flagship, best-in-class managed firewall services are unparalleled. We detect, respond, and recover from cyber incidents proactively and harden our clients’ security posture.

 **100 in-house certified engineers**
24x7 NOC and SOC

Human Capital Solutions

Our experts are former local government and school leaders who understand the challenges facing today’s public sector organizations. We offer consulting, recruiting, and staffing solutions that include a full suite of human resources and management studies, executive recruitment services, and interim, managed, and outsourced staffing options. Our experts can assess your organizational culture and permanent and temporary staffing needs and evaluate your systems and structures, all to maximize efficiency and effectiveness.

 **1,725+ interim employees placed**
1,500+ executive recruitments
500+ consulting studies
In 48 states!

Education Solutions

We create recommendations for our educational clients that are reliable, actionable, and based on proven research and a thorough understanding of each district or system’s program needs and long-term goals. Our team is led by former state education commissioners, district superintendents, school board members, principals, and teachers. Our partnerships have allowed clients to reinvest hundreds of millions of dollars back into the classroom.

 **50 million students served**
38 state DOEs as clients

Financial Solutions

Public agencies face increasing pressure to improve effectiveness and efficiency while operating in a transparent and sustainable manner. We partner with government organizations, school districts, higher education institutions, and not-for-profits to help them achieve long-term success.

 **50+ years of trusted relationships**
Proprietary software

Diversity, Equity, & Inclusion (DEI) Solutions

We help public sector clients address issues and challenges related to policies and practices that adversely impact DEI. We are one of the largest providers of disparity studies and other DEI solutions designed to increase equitable and inclusive organizational outcomes.

 **225 disparity studies**
DEI assessments & training
Equity Audits

Public Affairs Solutions

Our team of former nationwide leaders in policy development and education leadership partner with our clients to provide business advisory and public opinion architecture solutions which lift up and evolve education ecosystems and impacts public policy programs.

 **Global clientele**
Staff are former policymakers.

Project Key Personnel

The success of a consulting engagement is founded on the qualifications of the project team and how it is structured and managed. Our work with clients is characterized by the belief that we can only be successful if our clients develop the knowledge, capacity, and mechanisms to help themselves. To that end, all our services:

- Build on our clients' existing strengths and resources while empowering them to address present challenges.
- Assist our clients in learning about widely recognized best practices and emerging research.
- Encourage our clients to develop the habit of identifying, collecting, and acting on essential, current, and relevant data.
- Help our clients maximize the efficiency and effectiveness of their human and fiscal resources.
- Provide pragmatic and affordable solutions that will be deliverable and sustainable over the long term.

The proposed management structure for this project has been designed to define the roles and responsibilities of each team member assigned to this project and to facilitate project management. The strength and experience of our team will allow for efficient and effective project management and results. Each team member has a wide range of project experience working with clients similar to the City of Pekin. The team we have designated is highly experienced with this type of engagement and, therefore, requires little orientation time. Biographies of each team member listed below are provided in **Appendix A**.

Project Staff Roles and Responsibilities

ROLE ASSIGNED	RESPONSIBILITIES
CITY OF PEKIN'S REPRESENTATIVE	We look forward to working with the City's Representative to build a long-lasting and trustworthy partnership that produces innovative solutions.
PROJECT MANAGER* <i>Rachel Skaggs</i> <i>Katy Yee</i> <i>Rachel King</i>	The Project Manager holds the following responsibilities: ▪ Main point of contact for the City. ▪ Day-to-day management of the project, tasks, and deliverables. ▪ Oversight over service and deliverable quality. ▪ Management of all project deadlines. ▪ Maintains frequent contact with the City's Representative throughout the lifecycle of the project.
CONSULTANT TEAM** <i>Alice Bieszczat</i> <i>Julie Hawkins</i>	The Consultant Team has the following responsibilities: ▪ Work closely with the City under the direction of the Project Manager to carry out the various tasks and deliverables. ▪ Utilize individual subject matter expertise to customize and execute each work task and fulfill the City's stated expectations. ▪ Conduct collection and analysis of relevant data. ▪ Review, document, evaluate, and generate recommendations in accordance with each component of the work plan.

*The Project Manager will be assigned at the time of contract commencement and will be determined depending on workload and commitments at that time.

**Additional consultants with subject matter expertise will be used to assist with employee interviews.

Client Collaboration

A fundamental philosophy of MGT project managers and staff is that we work with, not for, our clients. We have worked with consultants as clients and know the importance of developing practical recommendations that can be implemented. Most importantly, we understand the environment in which our recommendations will be reviewed. Close partnerships require clear, frequent, and honest communication throughout the project to ensure the most positive project outcome for all parties.

MGT's project team will attempt to capture the views of City officials and work with staff members and committees at key points during the project to ensure the ongoing exchange of relevant issues and concerns. We believe that good communication is particularly important at the beginning of a study when City history and values are likely to be shared and discussed.

PEKIN PROJECT OFFICER

City of Pekin will have overall authority over all project activities and approve the contract and work plan. We anticipate the City will appoint a Project Officer to serve as the single point of contact between MGT's project team and the City. We will look to the City Project Officer for overall project guidance and direction. All project correspondence, progress reports, and final reports will be delivered to the City Project Officer.

Experience & Qualifications

Incomparable Classification and Compensation Consulting Expertise. We are proud to offer the exceptional expertise of our team members and our understanding and knowledge of the City of Pekin's scope based on years of relevant experience. We bring the breadth and depth of knowledge and expertise vital to identifying real, practical solutions that meet our clients' needs. Part of our success is based upon our commitment to be flexible and responsive. We are acutely aware of the political, economic, social, and technological environments of today's public sector environment.



Success Stories

"What I liked most about working with MGT staff is their creative approach in providing solutions to each project. The County has implemented MGT's recommendations...."

MGT has conducted **more than 270 classification and compensation studies in the past 10 years**. More specifically, MGT's consultants are adept at HR consulting in the state of Illinois and for similar organizations, as illustrated by our list of completed projects below.

Illinois

Village of Bensenville	Village of Hanover Park	Oswegoland Park District
Village of Berkeley	Village of Hazel Crest	Palatine Park District
Village of Bloomingdale	Henry County	City of Peoria
Cary Park District	Highland Park District	City of Plano
Village of Channahon	City of Lake Forest	City of Quincy
Village of Clinton	Village of Lincolnwood	Village of Red Bud
Village Crest Hill	Village of Lisle	Village of Richton Park
DeKalb County Health Department	City of Lockport	Village of Skokie
	Village of Machesney Park	St. Charles Park District

A. AGENTS AND ADDRESS

City of East Moline	Village of Matteson	Village of Vernon Hills
Fox River Water Reclamation District	McHenry County Conservation District	Wilmette Park District
City of East Moline	Village of North Aurora	Winnetka Park District
Elk Grove Village	Village of Northfield	
City of Galesburg	Northern Suburban Special Recreation Association	
City of Geneva		
Glenview Park District	Village of Oak Park	
Village of Gurnee	Village of Oregon	

Why is MGT the Most Qualified to Conduct the City's Study?

- ✓ **Experience.** MGT has the experience and certifications that HR departments need. MGT staff are certified as Senior Human Resources Management Certified Professionals (SHRM-CP), Project Management Professionals (PMP), and Change Management Professionals (CCMP). Additionally, MGT has conducted numerous human capital studies nationwide, such as HR audits, compensation and classification studies, staffing reviews, performance system updates, and organizational reviews. Furthermore, many of our clients are repeat clients, attesting to our acumen for local government human resources consulting services and our desire to work with each public sector client to create a lasting bond that ensures their success over time.
- ✓ **Best Practices Comparisons.** MGT offers the City our extensive experience to identify exemplary management practices that are reflective of the City's input and that of comparable localities. This experience gives us not only a ready reference point for reviewing the City's compensation system, but also provides us with practices that have been proven successful in other similar organizations. This knowledge is of significant value when we design recommendations for improvements.
- ✓ **Sound Findings and Data-Driven Recommendations.** In our experience, most major improvements in local government operations require bold thinking. In helping the City reconcile its pay system with its evolution and workforce changes, our team members will not hesitate to question existing organizational structures, programs, policies, rules, statutes, operations, work processes, and staffing patterns. We will make sound recommendations for improvements that produce real – *not just on paper* – savings and ease of future pay administration for the City.
- ✓ **Assistance in the Implementation of Recommendations.** We will not simply leave the City with a report and a plethora of recommendations. We will create detailed implementation strategies to support the City with initial implementation and best practice guidance for maintaining and sustaining an equitable compensation study and classification system over the long term.
- ✓ **Objectivity and Flexibility.** As an independent entity, our only vested interest is that of the client. Therefore, we will apply our extensive experience to generate objective, independent solutions to assist the City in achieving the best outcomes. In addition, we will be receptive to your insights and concerns and will accommodate any changes necessary to ensure the successful completion of project deliverables, a valid and responsive final report, and, more importantly, an implementable and flexible compensation system relevant to the City's current realities and beyond



B. Statement of Methods and Procedures

A detailed work plan and schedule were designed to conduct a quality compensation study with clear reporting dates for each major activity.

Project Understanding

The City of Pekin is interested in a review of its current compensation plan for employees in approximately 42 positions in the organization. The conducted Study will ensure an equitable compensation system is in place that is both fair and competitive, enabling the City to recruit and retain qualified employees. The system will also be easy to administer in an organized and consistent fashion, as well as sustainable for years to come.

The primary goal of this study is to ensure that the City of Pekin's compensation system is competitive, equitable, and effective. To achieve this, we will:

- Examine existing job descriptions to ensure accuracy and alignment with current job duties.
- Benchmark salaries against comparable public sector organizations in the region.
- Recommend salary ranges, pay structures, and a merit pay system that aligns with the City's goals and budget.
- Identify and resolve any pay compression or inequities within the current system.
- Offer guidance and assistance for implementing the recommended changes and maintaining the system over time.

Key Benefits

1. **Improved Efficiency and Productivity:** A well-designed compensation system can enhance employee motivation and performance, increasing efficiency and productivity.
2. **Enhanced Recruitment and Retention:** Competitive compensation packages can attract and retain top talent, reducing turnover costs and improving the quality of public services.
3. **Strengthened Organizational Equity:** A fair and equitable compensation system can promote a positive work environment and reduce employee grievances, fostering a stronger organizational culture.

MGT has conducted more than 270 classification and compensation studies in the past 10 years. Over 90% of pay plans recommended by MGT have been successfully implemented by the client. All these studies included the use of public-sector salary data and included the following recommendations:

B. STATEMENT OF METHODS AND PROCEDURES

- New classification and compensation plans, assuring internal equity.
- Recommendations for job title changes where appropriate.
- Recommendations on how to deal with specific problems that arose during the study (i.e., compression issues, internal equity issues, market discrepancy issues, etc.).
- Pay plans that were tied to performance.

Project Management

MGT uses proven project management methodologies to ensure we deliver project results that are on time and on budget and meet or exceed client expectations by identifying long-term decision-making solutions.

We find that the two most critical keys to project success are **planning** and **communication**.

We take very intentional measures to define milestones, responsibilities, and delivery dates in our **planning** process, track work progress against the work plan daily, and provide regular project status reports. After the contract is awarded, we enhance the project work plan that was included in our proposal by adding specific milestones, delivery dates, and consultant responsibilities. We refine this plan with input from our project initiation meeting(s) with the client. We employ problem-solving skills, technology, and staff adaptability to react to variances between work plan projections and actuals to meet the City's deadline.



Throughout this process, we remain in frequent **communication** with the client to avoid surprises or conflict. Our project teams are in regular contact with the City's Project Manager, providing regular project status updates and calls to provide a summary of progress and to address any risks or variances from the planned schedule.

Our team's approach to compensation studies is based on the methodologies, models, and tools that we have developed for this specific type of work, coupled with **50 years** of service to public sector organizations across the country. To successfully conduct a study, it is important to fully understand the environment in which an organization operates and the objectives of the study to provide a complete, forward-thinking compensation program and final report.

Proposed Work Plan

To accomplish the City's objectives, MGT will take the following steps listed in the order in which the work will be performed. Please note that we have specified those areas where we will need the City's input/assistance.

TASK 1.0: MEETINGS AND MARKET DATA

Activities

1.1 Study Preparation and Project Meeting

Meet with City representatives to discuss study methods, review organization charts, personnel policies/practices, and the current classification and pay plans. MGT will review the timeline, answer questions, and review the scope and work schedule. MGT will require the City to submit a data collection worksheet along with the following information (if available): copies of organizational charts for each department, pay plans, the current personnel manual, and any other relevant information related to salaries.

1.2 Establishing Comparables

Working with City staff and using our broad-based cohort methodology, MGT will determine a logical survey sample of "like" entities that impact the compensation market for the City. In selecting comparable jurisdictions, we use criteria such as number of employees, population served, Equalized Assessed Value (EAV), budget size, and proximity.

In addition, MGT partners with Salary.com and uses their CompAnalyst tool to collect employer-reported market data, updated monthly, which is designed to support unique situations, such as hybrid positions, or for collecting private sector market data. CompAnalyst data can be controlled for geographic area, industry, and/or organizational full-time equivalent (FTE) or budget size. All positions included in the scope of this study can be benchmarked to this data source. This data source is also utilized to address gaps in peer data responses from the Market Survey and to provide additional data verification for gathered market survey data. This tool is the most reliable way to gather private sector data.

1.3 Preparing for and Hosting Employee Kick-Off Meeting

Shortly after the initial project meeting with the City representatives, MGT will meet virtually with employees to explain the scope of the project and distribute Job Analysis Questionnaire (JAQ) forms. MGT understands many employees have not participated in this type of process before, and we take the time to carefully explain the purpose of the project to the employees and to answer any questions they may have. If any of the employees are not available when these first meetings are held, a recorded presentation of the meeting will be made available to them. Employees will then be allowed two weeks to complete the questionnaire. The questionnaires will also be reviewed by each employee's supervisor and returned to MGT within four weeks of distribution.

1.4 Prepare Market Survey, Survey Distribution, and Follow-Up

MGT will prepare the market surveys to gather data for benchmark classifications in the comparable entities. To accomplish this, the Project Manager will work with City representatives to select benchmark classifications. These positions will be chosen based on the criteria of those that are most common in all entities and that cover all the

B. STATEMENT OF METHODS AND PROCEDURES

various pay grades in the City. In addition to job titles, brief position descriptions are included in the market survey to make sure we are receiving salary data for “like” positions in comparable entities. MGT will also use the CompAnalyst tool from Salary.com to gather market data for positions in the Study. The criteria will be determined at the time of analysis.

Note: While MGT will prepare all the materials to be sent out for the market surveys, we have found sending out the survey under the client’s email generates a better/faster response than when it is sent out under our letterhead/name. In addition, the City may be asked to make one follow-up contact with those entities that do not initially respond to the survey request.

1.5 Job Evaluation Analysis and Establishment of Job Classification System

Upon return of the JAQs by the City, MGT will perform the following:

- A. Read each JAQ and corresponding Job Description (up to 42), in their entirety.
- B. Prepare for and conduct a virtual interview with at least one employee from each position to further understand the scope of their job.
- C. Analyzing Data, Assigning Skill Levels, and Establishing a Classification Plan:
Apply a measurement system of job evaluation factors, using nine main factors used in our job evaluation instrument to evaluate the internal/comparable worth of each job classification. Upon completion of the job evaluation measurements, a new Classification Plan will be developed. It is important to emphasize the job, not the qualifications or performance of the incumbents, is being evaluated. Part of this process will include the evaluation of current job titles and the recommendation for any changes, assuring the job title and related recommended pay range matches the employee’s actual tasks.

Note: A formal job evaluation system, such as the one utilized by MGT, is an attempt to objectify the reasons jobs are compensated differently. Most compensation practitioners agree that three basic factors are important in determining compensation. These are: (1) skills required, (2) responsibility, and (3) working conditions. The Equal Employment Opportunity Commission (EEOC) recognizes these three basic factors, along with seniority and performance, as valid determinants of compensation. The nine factors used by MGT are essentially subdivisions of the first three factors mentioned above. In addition, it is MGT’s practice that – under Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and the Age Discrimination of Employment Act (ADEA) – it is illegal to discriminate in any aspect of employment. MGT will not use discriminatory practices on the basis of race, color, religion, sex, national origin, disability, or age when performing a classification analysis. Decisions and recommendations will not be based on stereotypes or assumptions about the abilities, traits, or performance of individuals of a certain sex, race, age, religion, or ethnic group or individuals with disabilities.

Based on the results of the job evaluation process outlined above, assign all classifications to skill levels. Logical breaks in the continuum of points determine the skill levels used for determining the classification system. For example, skill level 1 might contain jobs that scored between 185 and 200 points, skill level 2 between 205 and 220 points, and so on.

B. STATEMENT OF METHODS AND PROCEDURES

Review the results of the job evaluation exercise with City representatives and revise, as necessary.

In addition, MGT will invite Department Heads to participate in an online survey, the Management Issues Process Survey (MIP), as an opportunity to communicate specific concerns related to the City's current classification and compensation system. The feedback collected will augment the Classification process.

Deliverables

- Start Up Documents
- JAQ Form
- MIP Survey

TASK 2.0: DATA ANALYSIS

Activities

2.1 Compiling and Analyzing Market Data and Creating the New Compensation Plan

Tabulate, summarize and analyze comparative market data. MGT's pay tabulations compare the City's salaries for the positions with the minimum and the maximum of the market data for each position, when possible. Data is displayed for each jurisdiction and summarized in an overall table. This data is analyzed to determine the percentage difference between the City's present pay for each position and the market data.

MGT will work with the City to determine the City's policy (or MGT will make a recommendation) with respect to compensation (i.e., 50th percentile, 75th percentile, etc.). Once this is determined, MGT will use the market data to develop and recommend new salary schedules for the City's 80 classifications. This process will include a recommendation regarding how employees are inserted into the new plan and how they move through the proposed pay plan (either via a merit system or a defined merit increment plan), with recommendations for a specific performance-oriented program with respect to salary advancement through the new salary ranges. The salary schedules will outline the specific percentages between ranges and grades.

2.2 Preliminary Analysis Review and Training

MGT will meet with the City to review the preliminary analysis. The preliminary analysis is a draft version of the proposed Compensation Plan. The review can take multiple meetings to ensure that everything is covered and all questions are answered. MGT will also require feedback from the City on certain aspects of the proposed Plan.

MGT will provide **support services at no additional cost** to the City for one year from the date of an executed contract. This will include any communication regarding questions concerning the report.

Deliverables

- Market Data
- Proposed Pay Plan(s)

TASK 3.0: PROGRESS COMMUNICATION AND UPDATES

Activities

- MGT prides itself on our attention to and communication with our clients as the project proceeds. As such, MGT will strive to maintain regular contact with the City's representative and to be available to address the City's questions, concerns, and needs.
- MGT will share updates with the City as requested, and particularly at critical points in the Study. Additionally, the Project Manager will meet with the City's representative and, if requested, other key staff, such as department heads, to review the results of the job evaluation exercise and the proposed new salary schedules.

Deliverables

- Ongoing communication with the City
- Progress Updates

TASK 4.0: DRAFT AND FINAL REPORT PREPARATION

Activities

4.1 A draft report will be prepared by the Consultants and sent electronically to the City that includes:

- Summary of all aspects of the Study, including recommendations, methods, and guidelines for achieving the overall aspects of the Study, as well as recommendations for annual maintenance and review of the new plans.
- Pay ranges that are consistent with the City's pay policy, outlining the pros and cons of each option.
- Implementation plan and cost estimates of implementing the Study's findings and recommendations.

Note: Overtime costs will not be included, and the analysis will be estimates only, with sufficient detail to allow the City to compare various options.

4.2 Once the City's representatives return review comments, a final report will be prepared and sent to the City.

Deliverables

- Draft Report
- Final Report

TASK 5.0: PRESENTATION OF FINDINGS

Activities

The MGT Project Manager will present the finalized plan recommendations and final report to the City.



C. Work Schedule

MGT is available to start this project within four to six weeks of acceptance of the proposal. Based on MGT's experience conducting similar projects, we anticipate the proposed project can be completed within approximately 16 weeks of project initiation, as illustrated in **Exhibit 1**. . The schedule is contingent, however, upon the timely response from the comparable entities supplying the market data, and the employees and supervisors in returning the completed JAQs. Any delays in receipt of this information are beyond the control of MGT and may lengthen the completion of the report.

Exhibit 1. Proposed Schedule

WORK PLAN TASKS	WEEK															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Meet with City representatives to discuss Study methodology and expectations.																
Prepare and distribute market surveys to comparable entities.																
Conduct employee meetings, provide JAQs, and explain the purpose of the Study and the process.																
Return of JAQs and market surveys.																
Reading of JAQs and job descriptions.																
Conduct employee interviews.																
Analyze data; prepare new classification and compensation plans; send draft findings to the City.																
Meet with key City representatives to review preliminary findings.																
Receive comments from City																
Prepare a Draft Report and send it to the City; receive return comments.																
Prepare Final Report.																
Present Final Report to the City.																



D. Fees

*Defined by Impact. Driven by People.
Dedicated to the Community.*

Our cost proposal reflects our interpretation of the written requirements within your solicitation. **We take pride in customizing our client's needs, and we will work with you to ensure our fees are aligned with your expectations and budget.** We have proposed the entire Study be conducted virtually; however, if the City requests any in-person meetings, MGT will provide an additional estimate for travel and related expenses. By conducting our studies virtually, we can provide significant cost savings for our clients.

In keeping with the above statement of our usual practices, we estimate the fixed fee for the entire study to be **\$18,330, plus an additional \$10,500 for job description updates, for a total of \$28,330.** We have listed the cost of our professional fee for each study component below. Payment will be due as follows: 50% of the professional fee will be due after the initial project meeting, and the balance will be billed after the Study is completed. Invoices will be sent to the City and are payable within 30 days of receipt.

Exhibit 2. Proposed Cost by Task

Milestones and Tasks		Professional Hours	TOTAL (\$)
1.0	Meetings and Market Data		
1.1	Study Preparation and Project Meeting	4	\$ 780
1.2	Establishing Comparables	8	\$ 1,560
1.3	Preparing for and Hosting Employee Kick-Off Meetings	2	\$ 390
1.4	Prepare Survey, Survey Distribution, and Follow-up	4	\$ 780
1.5A	Review and Reading of JAQs and Job Descriptions	16	\$ 3,120
1.5B	Prepare for Interviews and Conduct Employee Interviews	22	\$ 4,290
1.5C	Analyze Data, Assign Skill Levels, and Prepare a Classification Plan	6	\$ 1,170
2.0	Data Analysis		
2.1	Compiling and Analyzing Market Data and Creating the New Compensation Plan	8	\$ 1,560
2.2	Preliminary Analysis Review and Training	6	\$ 1,170
3.0	Progress Communication and Updates	4	\$ 780
4.0	Draft and Final Report Preparation		
4.1	Preparing Draft Report	8	\$ 1,560
4.2	Final Report	4	\$ 780
5.0	Presentation of Findings	2	\$ 390
	Total Hours and Cost for Classification and Compensation Study:	94	\$18,330
	Updating 42 Job Descriptions (see Note II below)*	\$250/JD	\$10,500
	Total Price for Study and Job Descriptions		\$28,830

D. FEES

NOTE: If the City accepts our proposal for this project, MGT will provide **support services at no additional cost for one year** from contract execution. This will include any communication regarding questions concerning the report.

NOTE II: Job Descriptions are priced at \$250/description. The City can remove this from the proposal or consider it at a later time to reduce costs. In addition, MGT will provide all job description updates needed and a template to update the job descriptions to the City or MGT can update up to X amount of job descriptions to fit within the City's budget needs.

Optional Services/Cost

PROGRESS REPORTS – It is customary to have periodic telephone conversations throughout the Study to provide progress reports. There will be no charge for these periodic telephone updates.

SITE VISITS – If the City requests any on-site visits, there will be additional costs for the MGT's time and expenses.

JOB DESCRIPTIONS – Updates to existing job descriptions cost \$250 each; new job descriptions, if needed, cost \$300 each. Job descriptions will be completed upon conclusion of the Study and are billed separately.

ADDITIONAL SERVICES – Any additional services not covered in this proposal and requested by the City will be billed at the rate of \$195 per hour plus expenses, including assistance with employee appeals.

This quote is firm and irrevocable for a period of three months, after which prices may increase.



E. References

A leader in classification and compensation studies.

More than one-third of the organizations served by MGT have contracted for multiple projects; we feel repeat business is the greatest testament to our commitment to customer service and client satisfaction. We encourage you to contact any of our references to learn of our professionalism, ability to meet timelines, and the expertise of our staff.

BENSENVILLE, ILLINOIS - CLASSIFICATION AND COMPENSATION STUDY (2023)

MARISOL LEYVA, HUMAN RESOURCES MANAGER
12 SOUTH CENTER STREET, BENSENVILLE, IL 60106
630-350-3401 | MLEYVA@BENSENVILLE.IL.US

CITY OF LOCKPORT, ILLINOIS - COMPENSATION STUDY (2023)

LISA HEGLUND, FINANCE DIRECTOR
CENTRAL SQUARE BUILDING – 2ND FLOOR
222 EAST 9TH STREET, LOCKPORT, ILLINOIS, 60441
815-838-0549, EXT. 2109 | LHEGLUND@LOCKPORT.ORG

EAST MOLINE, ILLINOIS - CLASSIFICATION AND COMPENSATION STUDY (2023)

MERANDA PORTER, MANAGEMENT ANALYST
912 16TH AVE., EAST MOLINE, IL 61244
309-752-1593 | MPORTER@EASTMOLINE.COM

VILLAGE OF FOX LAKE, ILLINOIS - CLASSIFICATION AND COMPENSATION (2024)

JESSICA CHERNICH, VILLAGE ADMINISTRATOR
66 THILLEN DR., FOX LAKE, IL 60020
847-587-3947 | CHERNICHJ@FOXLAKE.ORD

GURNEE, ILLINOIS - CLASSIFICATION AND COMPENSATION STUDY (2024)

CHRISTINE PALMIERI, DIRECTOR OF HUMAN RESOURCES
325 N. OPLAINE ROAD, GURNEE, IL 60031
847-599-7500 | CHRISN@VILLAGE.GURNEE.IL.US

PARK DISTRICT OF HIGHLAND PARK, ILLINOIS- CLASSIFICATION AND COMPENSATION STUDY (2022/23)

BRIAN ROMES, EXECUTIVE DIRECTOR
636 RIDGE ROAD, HIGHLAND PARK, IL 60035
847-579-3119 | BRIANROMES@PDHP.ORG



Appendix A. Staff Biographies

Biographies of our proposed project personnel are provided on the following pages. The personnel described in our proposal are the professionals who will provide the services for this project. We may use additional staff consultants with subject matter expertise to assist with employee interviews if needed.



Rachel Skaggs

Director

Rachel Skaggs is a seasoned Director with over a decade of experience in local government management. Specializing in budget management, economic development initiatives, human resources, and community engagement, Rachel has successfully led more than 50 projects across diverse communities nationwide. Her comprehensive approach ensures that strategic plans promote both internal and external equity, achieving long-term administrative efficiency. Rachel's expertise is backed by her significant contributions to Illinois municipalities, including the Village of Montgomery, the Village of Schaumburg, and the City of Princeton, where she demonstrated fiscal responsibility and strategic leadership in various projects.

In her previous roles as a management analyst, Rachel managed HR tasks, budgeting, and community outreach efforts, consistently fostering vibrant and engaged communities. She is passionate about advancing diversity and inclusivity in municipal decision-making processes, having co-authored articles on women in government leadership and implemented initiatives to enhance citizen involvement. Rachel's commitment to collaboration and trust-building is reflected in her active memberships in professional organizations, contributing to her reputation as a trusted leader in local government management.

Areas of Expertise

- Local Government Management
- Capital and General Budgets
- Economic Development Initiatives
- Human Resources
- FLSA Requirements
- Debt Refinancing
- Contract Negotiation
- Community Engagement

Education

- Master of Public Administration, Northern Illinois University
- B.A., English and Political Science, Northern Illinois University

Professional Development & Speaking Engagements

- Presentation on Females in Local Government:
 - ICMA Conference, Phoenix, Arizona, 2012
 - The Legacy Project
 - ILCMA
- Public Management Magazine article "Women Leading Government," co-authored with Heidi Voorhees
- Public Voices XIII No. 2 article "Advancing Women in Local Government: The Case in Illinois," co-authored with Dr. Kimberly Nelson

Memberships & Affiliations

International City and County Management Association
 Illinois City/County Management Association
 Illinois Public Employer Labor Relations Association
 Princeton Rotary Club
 The Legacy Project

Professional Experience

Princeton, IL, City Manager, 2015-2019
 Village of Schaumburg, IL, Management Analyst, 2012-2015
 Village of Montgomery, IL, Management Analyst; HR Manager, 2009-2012



Katy Yee

Project Manager

Katy Yee has over 25 years of experience in multiple public sector settings, focusing on human resources and administrative management. Katy's human resources areas of concentration have included organizational development, compensation, recruitment and retention, and training and staff development.

The cornerstone of Katy's career is with the DuPage County Government and the DuPage County Health Department. At those organizations, she coordinated and participated in several agency-wide compensation studies utilizing and applying the Korn-Ferry (formally Hay Group) methodology. While working in public health as Director of Organizational Development, Katy was directly responsible for the areas of quality improvement, compliance, and accreditation. In addition, she led agency-wide initiatives focused on integrating services and improving client access to care. Some of these initiatives included redesigning client intake processes, supporting the implementation of an electronic medical record, and ensuring compliance with ACA requirements.

Most recently, Katy worked with Elgin Community College and the Forest Preserve District of Kane County. These opportunities highlighted Katy's ability to engage in and contribute to organizational effectiveness in a variety of public sector settings. Her broad depth of knowledge, professionalism, and approachable style have enabled her to build relationships at all levels within each organization and provide relevant, practical, and valuable human resources support.

Katy's philosophy on human resources and organizational development has always been that of a "business partner" – she truly enjoys working on solutions that help to support the operational needs of the organization.

Areas of Expertise

- Korn-Ferry methodology
- ACA compliance
- Accreditation
- Services Integration
- Client care access
- Client intake processes
- Medical records protocols
- Classification and Compensation Project Management

Education

- B.A., Urban Studies, Elmhurst College
- Certificate, Marketing Analytics, Udacity

Certifications

- SHRM-CP, Society for Human Resources, Certificate
- Time Management Trainer, Certificate

Memberships & Affiliations

Society for Human Resources (SHRM)

Illinois Park and Recreation Association (IPRA)

Professional Experience

Forest Preserve District of Kane County, Geneva, IL; Director of Human Resources

Elgin Community College, Elgin, IL; Director of Compensation and Talent Acquisition

DuPage County Health Department, Wheaton, IL; Director of Organizational Development; Human Resources Manager

DuPage County Government; Interim Director of Human Resources, Human Resources Manager; Human Resources Supervisor; Human Resources Generalist and Recruitment Specialist



Rachel King

Project Manager

Rachel King is a Classification and Compensation Project Manager with over eight years of experience in human resource management. She has successfully developed and implemented HR strategies that align with business objectives, working on more than 30 classification and compensation projects for clients ranging from small municipalities to larger entities with populations over 200,000. This diverse experience has allowed her to create tailored solutions that enhance both employee engagement and organizational effectiveness.

Beyond classification and compensation, Rachel has analyzed performance evaluation systems, assessed benefit data, and developed best practices for diversity, equity, inclusion, and belonging (DEIB). Her work spans various clients, including municipalities, county governments, park districts, and nonprofit agencies, equipping her with insights into their unique challenges. Her strategic approach helps craft job descriptions and performance metrics that support organizational goals while fostering employee satisfaction.

Rachel holds a Bachelor's degree in Business Administration from Southern New Hampshire University. Prior to her current role, she was a Human Resources Manager for the startup technology company cove.tool, overseeing areas such as recruiting and employee relations. Passionate about creating inclusive workplace cultures, Rachel achieved the Great Place to Work certification, reflecting her dedication to fostering a positive and engaging environment for all employees.

Areas of Expertise

- HRIS & ATS
- Benefits Administration
- Performance Management
- HR Strategy Creation & Execution
- Onboarding & Offboarding
- Training & Leadership Development
- Employee Relations Management
- Policy Development
- Project Management
- Compensation Management
- Employee Retention
- Employee Engagement & Satisfaction

Education

- B.S., HR Management, Southern New Hampshire University

Selected Project Highlights

Hawkeye Community College, IA <i>Classification and Compensation Study</i>	Navajo Tribal Utility Authority, AZ <i>Classification and Compensation Study</i>
Livingston County, MI <i>Classification and Compensation Study</i>	Rhode Island Housing, RI <i>Executive Compensation Survey & Analysis</i>
Livingston County Community Mental Health, MI <i>Classification and Compensation Study</i>	Tampa Housing Authority, FL <i>Classification and Compensation Study</i>

Work Experience

MGT Impact Solutions, LLC, Project Manager, 2022-present

cove.tool, HR Manager, May 2021-March 2022

Edward Jones, HR Generalist, June 2019-May 2021; Office Manager/Retirement Specialist, February 2016-June 2019



Alice Bieszczat

Classification and Compensation Specialist

Alice Bieszczat is a seasoned Classification and Compensation Specialist with over 25 years of diverse experience across the private, non-profit, and public sectors. Over the past decade, she has spearheaded or contributed to over 120 Classification and Compensation Studies across 15 states, collaborating with municipalities, counties, park districts, special services agencies, and non-profit organizations. Her expertise spans union, non-union, management, technical, and administrative positions, showcasing her adaptability to various organizational structures and complexities.

In addition to her extensive consulting background with firms like Voorhees Associates and the PAR Group, Alice has provided non-profit consulting services for esteemed institutions such as the Ann & Robert H. Lurie Children's Hospital of Chicago and the Archdiocese of Milwaukee. Her recent projects have involved Classification and Compensation Studies in multiple states, highlighting her broad geographic reach and comprehensive approach to human resources consulting. Prior to her consulting roles, Alice contributed to transportation innovation research published in reputable journals and national media outlets and led fundraising efforts at Lurie Children's Hospital, demonstrating her multifaceted skill set and dedication to driving positive organizational change.

Areas of Expertise

- Classification and Compensation Studies
- Human Resources Consulting
- Non-Profit Consulting
- Municipalities, Counties, Park Districts, and Special Services Agencies
- Union and Non-Union Environments
- Management, Technical, and Administrative Positions
- Transportation Innovation Research

Education

- M.P.S., DePaul University
- B.S., Mathematics, DePaul University

Professional Development & Speaking Engagements

- Published Research on Transportation Innovations in Transportation Research Journal and Transport Policy
- Lecturer on Transportation Innovations

Professional Consulting

Aurora Healthcare and the Archdiocese of Milwaukee
Ann & Robert H. Lurie Children's Hospital of Chicago
North Shore Senior Center
Logan Square Neighborhood Association

Professional Experience

Chaddick Institute of Metropolitan Development DePaul University, 2009-2012
Lurie Children's Hospital of Chicago, 2005-2008
American Diabetes Association, 2004-2005
Accelerated Fundraising Solutions, 2000-2003
Sprint Cellular/Alltel, 1996-2000



Julie Hawkins

Classification & Compensation Specialist

Julie Hawkins is a seasoned Classification and Compensation with MGT, bringing over 30 years of experience in local government administration and human resources. Throughout her career, Julie has successfully led more than 25 Classification and Compensation Studies in the past year alone, with numerous additional studies completed over the years. Her expertise encompasses a wide range of HR functions, including personnel policy and job description creation and updates, recruitment, and staffing studies. Julie's collaborative approach has allowed her to work effectively with elected and appointed officials across various municipalities, parks, libraries, and water agencies.

Julie is dedicated to the public sector, understanding its critical role in daily life. She is an accomplished speaker and trainer, having presented on topics such as hiring and onboarding, performance management, HR compliance in the public sector, I-9 compliance, and ethics programs. Julie has also contributed significantly to professional organizations by serving on boards and organizing events for annual conferences. Her academic credentials include a Master of Arts in Public Administration from Northern Illinois University and a Bachelor of Arts in Public Administration and Political Science from Augustana College.

Areas of Expertise

- Classification and Compensation Studies
- Personnel Policy and Job Description Creation and Updates
- Recruitment and Staffing Studies
- Human Resource Compliance in the Public Sector
- Hiring and Onboarding Processes
- Performance Management
- Training and Development

Education

- M.P.A., Northern Illinois University
- B.A., Public Administration & Political Science, Augustana College

Memberships & Affiliations

International City/County Management Association (ICMA) – Annual Conference Committee
 Illinois City/County Management Association (ILCMA)
 Illinois Association of Municipal Management Assistants (IAMMA) – Past President
 Society for Human Resource Management (SHRM)
 Illinois Public Employer Labor Relations Association (IPELRA)
 Illinois Association of Park Districts (IAPD/IPRA)
 Illinois Library Association (ILA)
 Illinois Government Finance Officers Association (IGFOA)

Professional Experience

Sikich LLP, Human Resources Consultant, 2009-2017
 CCF Consulting, Public Sector Human Resources Consulting Services, Owner, 1996-2009
 Village of Carol Stream, IL, Assistant to the Village Manager, 1989-1996
 Village of Elk Grove, IL, Village Manager's Office, Administrative Assistant, 1987-1989
 City of Rock Island, IL, Administrative Intern, 1986-1987

MGT

Company	Home Location	Cost (42 Jobs)	Illinois Clients	Deliverables
Evergreen Solutions	Tallahassee, FL	\$24,500	(2 city IL customers/1 county IL customer) City of Moline, City of Urbana, McLean County, Peoria Housing Authority, Springfield Housing Authority, Shawnee Community College, McHenry Community College, Joliet Junior College	Provide specific information obtained from supervisors and managers related to issues in recruitment and retention, classification schedules, pay issues, job description concerns. Identify Market Peers Compensation Administration guidelines (include recommendations on installation and continuing administration of the system) Tools and training to maintain the system over time Timeline: TBD at kickoff meeting
AAIM Employers' Association	St. Louis, MO / New York, NY	\$25,410	Not provided	Updated job descriptions (City provides template) Comparables Identified (City provides input to comparable municipalities/AAIM can also provide list) Report of Findings and Recommendations for pay and total cash compensation for each job Employee analysis of incumbent pay against the proposed structure Compensation Policy Timeline: 10 weeks
MGT	Northfield, IL	\$28,830	40 + IL cities and villages	New classification schedule Compensation policy including pay practices and processes (including pay for performance) Job description updates Recommendation for City specific problems identified during study Comparables based on detailed criteria Detailed implementation strategy Timeline: 16 weeks
GovInvest	West Hollywood, CA	\$28,860		
CBIZ Compensation Consulting	St. Louis, MO	\$37,750		
BoltonUSA	Cincinnati, OH	\$39,700		
Hub	Chicago, IL	\$44,525		
Gallagher	Rolling Meadows, IL	\$48,800		



Human Resources Department

REQUEST FOR PROPOSAL

WAGE AND COMPENSATION STUDY

CITY OF PEKIN, IL – October 2024

The City of Pekin is requesting proposals from qualified firms and individuals experienced in the analysis and development of a compensation and wage study. The study is to include city employees. The purpose of this study is to ensure that the City is competitive to comparable communities with a compensation system and philosophy that is both equitable and effective.

For questions regarding the RFP, the compensation and classification study or specifications, please contact Shelly Costa, Human Resources Director at srcosta@ci.pekin.il.us or (309)-478-5380. Questions will be accepted until October 28, 2024 at 5 p.m.

This is the second Wage and Compensation Study RFP sent out in 2024. I've reduced the scope of requested services in order to reduce the cost proposals as the first proposals were more than expected and not within budget.

City of Pekin Profile

Pekin is a city in central Illinois, about halfway between Chicago and St. Louis (about 165 miles from each) and just a few hours from Indianapolis. Located on the Illinois River, Pekin is the largest city of Tazewell County and the second most populous municipality of the Peoria metropolitan area, after Peoria itself. As of the 2020 census, its population is 31,731.

The City has 10 departments within its structure including: City Manager's office, City Clerk, Finance, Human Resources, Community Development, Information Technology, Public Works, Bus, Fire, and Police. The City Manager serves as the Chief Executive Officer. The other departments are led by a department head who reports to the City Manager. The City has 340 total employees, of which 208 are full time employees and 132 are part time employees. There are 6 bargaining units in the City.

The City has approximately 80 unique job titles currently organized within a salary structure and 17 salary grades. This RFP is requesting the analysis of 42 non-represented job titles. (The previous analysis was for all 80 job titles). There are 51 employees in the 42 job titles. The current system was developed in 2013 when the last compensation analysis was completed. Each year, the salary ranges are increased by the COLA approved by the Council for non-represented employees. Non-represented employees receive COLA increases with additional salary adjustments applied as needed. There are current job descriptions for most positions. However, some need to be updated or reclassified based on changes in job duties.

Shelly Costa, Human Resources Director
111 S. Capitol St Pekin, Il. 61554 (309) 478-5380

The study will need to evaluate the current matrix and produce recommendations for improving or recreating the City's overall system, allowing current, justifiable compensation for all City employees. Individual employee placement within the wage scale for their position will need to be addressed.

Scope of Work

The City of Pekin is requesting proposals from qualified professionals experienced in conducting compensation and classification studies for a contract. Consultants must provide a not-to-exceed cost. The City expects ongoing communications between the Consultant, the Human Resources Department, and designated City staff. All recommendations must comply with state and federal laws.

The successful respondent may include, but is not limited to, the following services:

A. Classification

1. Update job descriptions to match distinguishing characteristics, essential job functions, minimum qualifications (knowledge, education, experience, skills, and abilities), working conditions (physical demands, work environment, other relevant circumstances.), and certifications and licenses. Ensure the updated job descriptions assure internal equity and external competitiveness. Conduct interviews or job audits as appropriate.
2. Create new job descriptions where needed. The descriptions must be accurate and consistent with FLSA, EEO, and ADA considerations.
3. Give recommendations on staff alignments, reporting relationships and organizational structure.
4. Recommend process in which employees may appeal classification issues.
5. Identify career promotional opportunities for each classification.
6. Provide any additional feedback regarding the City of Pekin's current compensation and classification system and how it may be updated or improved.

B. Compensation

1. Review the wage and grade pay plan and provide feedback and suggestions on modifications that are in-line with the objectives outlined above.
2. Conduct a comprehensive base salary and benefits survey. The survey will include benchmarking local market public sector jobs within the same essential duties and functions. This will include considering local market benchmarks submitted for consideration by the City's bargaining units and providing an opinion as to whether the benchmarks are suitable or not.
3. Provide a spreadsheet of all comparable cities based on a combination of factors including, resident population, geographic size, budget, and scope of city services.
4. Recommend an appropriate salary range for each position based on the classification plan, internal relationships, and equity.
5. Identify potential pay compression issues and provide possible solutions.

6. Provide recommendations for administration and maintenance of the classification and compensation plan including means by which the City may include restructuring incentive pays
7. Recommend a process in which employees may appeal compensation issues.
8. Provide any additional feedback about the City of Pekin's current classification and compensation system and how it may be updated or improved, such as implementation of a merit pay system

C. Study Conclusion

1. The consultant will prepare a report with written recommendations, which will include discussion of methods, techniques, and data used to develop the City of Pekin's Classification and Compensation Plan.
2. The consultant will provide sufficient information to allow City staff to conduct individual salary audits and adjustments, using recommended methods until the next formal study evaluation.
3. The consultant may schedule and attend meetings with City staff to explain methodology, results and recommendations.

D. Not needed

1. Health/Additional Benefit Analysis

2. Other benefits comparison or survey

3. Recommendations for recruitment/retention policies

Specification for Proposals

Consultants submitting proposals shall have a minimum of five (5) years' experience conducting classification and compensation studies for similarly-sized or larger governmental entities. All proposals submitted in response to this Request for Proposal must contain the following information:

A. Agents and Address

1. Name, mailing address, email address, and telephone number of the Consultant.
2. Description of the Consultant (corporation, partnership, other relevant descriptions) and year established.
3. Name(s), title(s), and business address of the person(s) responsible for submitting the proposal.
4. Identification by name of all key personnel working on the project, their experience, education and the specific role each individual will fill.
5. Description of the experience the Consultant has in conducting similar studies. Please note any relevant work for other governmental entities.
6. Listing of any subcontractors, if any, and the scope of work they will perform.
7. A written description of the scope of involvement with City staff.

B. Statement of Methods and Procedures

1. Provide a statement describing the Scope of Work for the project.
2. Provide a narrative proposal on what approach and techniques the Consultant will use in identifying and evaluating the Scope of Work.

C. Work Schedule

1. An estimate of time to complete the project and a proposed timeline of work tasks, with the date of completion of the project. City is requesting completion of the project within 120 days.

D. Fees

1. A breakdown of the Consultant's rates and charges for services, by phase and for total project, and a proposed invoice schedule. The fees should not exceed the amount for the work described under Scope of Work.

E. References

1. At least three references, including individual contact name, name of the organization, email address and telephone number from other municipalities or government agencies where similar work was performed.

VII. Timetable for Submission

For questions regarding the RFP, the compensation and classification study or specifications, please contact Shelly Costa, Human Resources Director at srcosta@ci.pekin.il.us or (309)-478-5380. Questions will be accepted until Oct 28, 2024 at 5 p.m.

Proposals can be received at City Hall, 111 South Capitol Street, Pekin, Illinois and by email to Shelly Costa, Human Resources Director at srcosta@ci.pekin.il.us. Proposals are due October 31, 2024 at 5 p.m.

VIII. Proposed Timeline

1. Issue RFP Oct 11, 2024
2. Questions Due Oct 28, 2024
3. Proposals Due Oct 31, 2024
4. Notify Selected Finalist Nov 15, 2024
5. Award and Sign Contract Nov 30, 2024
6. Consultant Submits Findings and Recommendations Feb 1, 2024

IX. Information Provided

The City of Pekin will provide the following information to the successful Consultant:

- Copies of all existing job descriptions
 - Copies of all wage and salary schedules
 - Copies of all employee benefit schedules
-

Shelly Costa, Human Resources Director
111 S. Capitol St Pekin, Il. 61554 (309) 478-5380

- Copy of all Memorandum of Understandings
- Copy of Pekin Organizational Chart

X. Evaluation Procedures

All proposals will be reviewed by the City Manager, Human Resources Director, and a Committee comprised of and/or designated by City staff to determine responsiveness. Those deemed unresponsive will be removed from consideration and notified in writing. Responsive Proposals will be considered and evaluated by the Human Resources Director with input from members of the Committee. Proposals will be assessed using the following criteria in its evaluation and comparison of submitted proposals. The criteria listed are not necessarily an all-inclusive list. The order in which they appear is not intended to indicate their relative importance.

- Responder's compliance with specifications as outlined in the RFP.
- Experience, training, and credentials.
- Demonstration of the Consultant's ability to complete all requirements as specified in the Scope of Work, including what methods will be employed.
- The Consultant's experience and performance in comparable studies.
- Qualifications of project staff, which includes internal staff and staff that may be involved in duties being outsourced.
- Recent references from similar clients.
- Cost of Services.
- Proposed project timeline & completion

The City shall have absolute discretion in determining the applicability and weight or relative weight of some or all of the criteria listed above.

XI. Right to Reject Proposals

The City of Pekin reserves the right to reject any or all proposals. Any award made for this engagement will be made to the responder who, in the opinion of the City, is best qualified to conduct the Classification and Compensation Study. The selection of the proposal will be made at the sole discretion of the City.

XII. City Contact

For questions regarding the RFP, the compensation and classification study or specifications, please contact Shelly Costa, Human Resources Director at srcosta@ci.pekin.il.us or (309)-478-5380. Questions will be accepted until October 28, 2024 at 5 p.m.

Proposals can be received at City Hall, 111 South Capitol Street, Pekin, Illinois and by email to Shelly Costa, Human Resources Director at srcosta@ci.pekin.il.us. Proposals are due October 31, 2024 at 5 p.m.

XIII. Reservation of Rights

The City of Pekin reserves the right to:

- Accept or reject any proposals received in response to this RFP, and to re- advertise for new submittals.
- Waive or modify any irregularities in proposals received after prior notification to the Consultants.
- Request the submission of proposal modifications at any time before the award is made, if such is in the best interest of the City.
- Consider proposals or changes received at any time before the distinction is made, if such is in the best interest of the City.
- Request clarification and additional information from the Consultant during the evaluation process.
- In the event of contract termination, enter into contract negotiations with other qualified Consultant that submitted an acceptable proposal, rather than re-releasing the proposal for the project.
- Negotiate with the selected Consultant to include further services not identified in this RFP.
- The City of Pekin shall not be responsible for any costs incurred by the Consultant in preparing, submitting, or presenting its response to this RFP.

Employee No	Last Name	First Name	Middle Name	Department	Status
SchaeC	Schaefer	Christopher	J	031	Active

Hire Date	Anniv Date	Position	Job Title	Annual Salary	Grade	Step
3/14/2012	3/14/2012	WWTP Supervisor	WWTP Supervisor	\$97,833.84	NUnograd	1

Part Time	Full Time	Hours
FALSE		80.00

Exec Assistant - City Manager	Executive Assistant
Airport Manager	Airport Manager
Asst Fire Chief	Battalion Chief
Asst Finance Director	Asst Finance Director
Code Enforcement Supervisor	Code Enforc. Supervisor
Admin Assistant - Police	Administrative Assistant
Police Lieutenant - Investigations	Police Lieutenant-Invest
Social Worker	Social Worker - PD
HR/Personnel Director	HR Director
Transportation Manager	School Bus Director
City Manager	City Manager
Finance Director	Finance Director
City Engineer	City Engineer
IT	Network Administrator
Admin Asst - Fire	Fire Chief Secretary
Operations Supervisor	Operations Supervisor
Logistics Coordinator	Logisitics Coordinator
Community Development Director	CDBG Program Manager
System Administrator	System Administrator
Network Administrator	Network Administrator
Engineering Tech	Engineering Technician
Deputy Police Chief	Deputy Police Chief
Customer Service	Administrative Assistant
Police Lieutenant	Police Lieutenant
Office Associate	Office Associate
Public Property Supervisor	Public Prop. Supervisor
Building & Development Directo	Chief Building Official
City Clerk	City Clerk
Admin Assistant - Bus	Admin Assistant
Utility Billing Supv	Utility Billing Supv
Project Engineer	Project Engineer
Police Chief	Police Chief
Fire Chief	Fire Chief
Deputy Fire Chief	Deputy Fire Chief
WWTP Supervisor	WWTP Supervisor
Public Works Director	Public Works Director
Accountant	Accountant
Deputy City Clerk	Deputy City Clerk
Police Records Manager	Records Manager
Admin Asisitant- Bus	Administrative Assistant
Economic Development Director	Economic Development Dir
HR Coordinator	HR Coordinator

**REQUEST FOR COUNCIL ACTION**

Agenda Date: January 13, 2025
To: Members of the City Council
From: John Dossey, City Manager

AGENDA ITEM: Ordinance No 4263-24/25 Approving Lease Agreement with State of Illinois Department of Natural Resources

DESCRIPTION: Lease agreement renewal between the City of Pekin and IDNR for use and occupancy of land on Pekin Lake of the community Welcome to Pekin sign and associated landscaping for a term of 5 years effective April 1, 2025 and ending March 31 2030. The lease shall not be required to pay a lease fee in consideration of the mutual benefits derived.

FINANCIAL IMPACT:

Requested Amount: \$0

Line Item:

Category:

Line / Category Budgeted Amount:

Line / Category Remaining Funds:

Notes:

Award Type:

REVIEWED BY:

Jim Vasselli, City Attorney
 John Dossey, City Manager
 Sue McMillan, City Clerk

Approved - 1/8/2025
 Approved - 1/8/2025
 Final Approval - 1/10/2025

Ordinance No 4263-24/25 Approving Lease Agreement with State of Illinois Department of Natural Resources

WHEREAS, the City of Pekin (the "City") is a home rule municipal corporation under Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, the City, as a home rule unit of government, is permitted to enter into leases, including with other governmental agencies and

WHEREAS, Illinois laws promote the cooperation between units of government, such as between the State of Illinois (Illinois Department of Natural Resources) and the City; and

WHEREAS, the City intends to enter into a lease with the State of Illinois (Illinois Department of Natural Resources) to govern the relationship between the parties regarding the property in question; and

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. This Ordinance aims to enter into, approve, and execute the Lease, and authorize the Mayor to execute the "Lease" with the State of Illinois (the Illinois Department of Natural Resources).

Section 2. The Corporate Authorities hereby authorize and direct the Mayor or his designee to enter into, execute, and approve the Lease, with any such insertions, omissions, and changes as are authorized by the Corporate Authorities, and ratify all previous action taken to effectuate the intent of this Ordinance. The City Clerk is hereby authorized and directed to attest to, countersign, and affix the Seal of the City to such documentation as may be necessary to carry out and effectuate the purpose of this Ordinance. The City's officers, agents, and/or employees shall take all action necessary or reasonably required by the City to carry out, give effect to and effectuate the purpose of this Ordinance and shall take all action necessary in conformity therewith. The City is authorized to allocate, spend, and/or receive all necessary funds to fulfill the Lease requirements and this Ordinance.

Section 3. The Corporate Authorities hereby authorize and direct the Mayor or his designee to enter into, execute and approve the Lease, with any such insertions, omissions and changes as are authorized by the Corporate Authorities, and ratify any and all previous action taken to effectuate the intent of this Ordinance. The City Clerk is hereby authorized and directed to attest to, countersign, and affix the Seal of the City to such documentation as may be necessary to carry out and effectuate the purpose of this Ordinance. 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 Ordinance and shall take all action necessary in conformity therewith. The City is authorized to allocate, spend and/or receive all necessary funds to fulfill the Lease requirements and this Ordinance.

Section 4. The provisions of this Ordinance are hereby declared to be severable and should any provision or part of this Ordinance be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision or part shall be excluded and deemed inoperative, unenforceable and as though not provided for herein, and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

Section 5. This Ordinance shall be effective and in full force immediately upon passage and approval as provided by law. All code provisions, ordinances, resolutions, rules, and orders, or parts thereof, in conflict herewith, are superseded to the extent of such conflict. A full, true and complete copy of this Ordinance shall be published in book or pamphlet form or in a newspaper published and of general circulation within the City.

RESULT:	PASSED (7 TO 0)
MOVER:	Council Member Dave Nutter
SECONDER:	Council Member Lloyd Orrick
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Council Member Hilst, Council Member Orrick, Mayor Pro Tem Hohimer, Council Member Onken
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

Agreement Number: 561A
Site Name: Pekin Lake
Location Code: 50-1691-1

STATE OF ILLINOIS
DEPARTMENT OF NATURAL RESOURCES

LEASE AGREEMENT

THIS AGREEMENT is entered into the ____ day of _____, 20__, by and between the STATE OF ILLINOIS, DEPARTMENT OF NATURAL RESOURCES, hereinafter referred to as “IDNR”, and CITY OF PEKIN, hereinafter referred to as “LESSEE”;

WITNESSETH:

WHEREAS, IDNR has title and jurisdiction over the real estate hereinafter described; and

WHEREAS, the premises is not otherwise needed immediately or in the near or foreseeable future by IDNR or development by IDNR; and

WHEREAS, IDNR is authorized and empowered to enter into this Agreement pursuant to the Department of Natural Resources Law, 20 ILCS 805/805-235; and

WHEREAS, LESSEE is authorized and empowered to enter into this Agreement and to perform the covenants herein undertaken by virtue of the signature authorization attached hereto as Exhibit A; and

NOW THEREFORE:

1. PREMISES DEFINED: For and in consideration of the mutual covenants and undertakings contained herein, the sufficiency of which is hereby acknowledged, IDNR grants to LESSEE a lease to do the particular acts stated in Paragraph 4 below on the property owned by the State of Illinois known as Pekin Lake, shown on the attached Exhibit B, (hereinafter “Premises”), and legally described as follows:

That portion of the North ½ of the Northwest 1/4 of Section 26, Township 25 North, Range 5 West of the 3rd Principal Meridian located between the westerly right-of way line of Illinois Route 29 and the easterly right-of-way line of the Peoria and Pekin Union Railroad, in Tazwell County, Illinois.

It is understood and agreed that IDNR makes no representations with respect to the condition of the title or boundaries of the Premises, and shall not be held liable for any damages

or liabilities resulting from any actions or adverse claims concerning the same. It is further agreed that licensed activities authorized herein shall not be carried on outside the boundaries of the Premises without the prior written consent of IDNR.

2. TERM: The term of this Agreement shall be for a period of five (5) years, beginning on the 1st day of April, 2025, (“Effective Date”) and ending on the 31st day of March, 2030, (“Expiration Date”) unless otherwise renewed, terminated or amended as provided for herein.

3. FEE: LESSEE, for the use and occupancy of said lands, shall not be required to pay a lease fee, in consideration of the mutual benefits derived.

4. PURPOSE: IDNR gives LESSEE permission to use and occupy the Premises for the maintenance of a community welcome sign and associated landscaping only, and such use shall be subject to the additional terms and conditions set forth in this Agreement. Any uses of the Premises not specified in this Agreement shall be subject to the prior written approval of IDNR. An unauthorized or impermissible use of the Premises under this Section is a material breach of this Agreement, and may result in termination pursuant to Section 15(B) herein.

5. RESTRICTIONS ON USE: LESSEE shall not remove any coal or any other material or oil lying on or under the Premises.

It is agreed that the Premises shall not be used for the storage, disposition, disposal, processing or burning of refuse, waste or debris, or for any unsanitary or unhealthful purposes by LESSEE. LESSEE shall conduct its operation on the Premises in compliance with all applicable Environmental Laws (as hereinafter defined) and further covenants that LESSEE shall not transport, store, keep or cause or allow the discharge, spill or release (or allow a threatened release) in each case of any Hazardous Materials (as hereinafter defined) in, on, under or from the Premises. Without limiting any other indemnification obligations of LESSEE contained herein, LESSEE agrees to protect, indemnify, defend and hold harmless the IDNR from and against any and all losses and claims (including without limitation, (i) reasonable attorneys’ fees, (ii) liability to third parties for toxic torts and/or personal injury claims, (iii) fines, penalties and/or assessments levied or raised by any governmental authority or court, and (iv) assessment, remediation and mitigation costs and expenses and natural resource damage claims) arising out of, resulting from or connected with any Hazardous Materials used, brought upon transported, stored, kept, discharged, spilled or released by LESSEE in, on, under or from the Premises. For purposes of this License, the term “Hazardous Materials”, shall mean all toxic or hazardous substances, materials or waste, petroleum

or petroleum products, petroleum additives or constituents or any other waste, contaminant or pollutant regulated under for which liability may be imposed by any Environmental Law, “Environmental Laws” shall mean all federal, provincial, state and local environmental laws (including common law) regulating or imposing standards of care with respect to the handling, storage, use, emitting, discharge, disposal or other release of Hazardous Materials, including, but not limited to, the Resource Conservation and Recovery Act of 1976, 42 U.S.C. §§ 6901 et seq., the Clean Air Act, 42 U.S.C. §§7401, et seq., the Federal Water Pollution Control Act, 33 U.S.C. §§ 1251, et seq., the Emergency Planning and Community Right to Know Act, 42 U.S.C. §§ 1101, et seq., the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. §§ 9601 et seq., the Toxic Substances Control Act, 15 U.S.C. §§ 2601, et seq., the Oil Pollution Control Act, 33 U.S.C. §§ 2701, et seq., any successor statutes to the foregoing, or any other comparable local, state or federal statute or ordinance pertaining to protection of human health, the environment or natural resources, including without limitation the preservation of wetlands, and all regulations pertaining thereto, as well as applicable judicial or administrative decrees, orders or decisions, authorizations or permits.

6. COMPLIANCE WITH LAWS: It is agreed that LESSEE, in the authorized use of the Premises, shall observe and comply with all applicable local, state or Federal rules, regulations and laws, and indemnify IDNR for any costs, expenses and damage caused by the violation of any such rules, regulations or laws. Nothing herein shall be construed to place responsibility for compliance with applicable law on IDNR. LESSEE shall bear all costs and fees and responsibility to comply with all applicable laws, ordinances, rules and regulations that may govern the proposed or authorized use of the Premises.

7. PROHIBITION ON ENCUMBRANCE: LESSEE shall not allow or permit right, authority or power to place, incur or permit any lien, encumbrance or mortgage upon the Premises. LESSEE shall not record a copy of this or any subsequent Agreement with the IDNR involving the Premises. If any license, lien, encumbrance or mortgage is placed on the Premises as a result of LESSEE’s activity, LESSEE shall immediately take all actions and pay all costs or fees to have the lien, encumbrance or mortgage removed and released.

8. MODIFYING THE PREMISES: LESSEE shall not modify or alter the Premises or any improvement located on the Premises without the prior written approval of IDNR. If LESSEE wishes to make alterations and/or modifications to the Premises, LESSEE shall contact the IDNR

Office of Realty and Capital Planning to ensure compliance with applicable statutes and regulations including, but not limited to, consultation requirements of the Illinois Endangered Species Protection Act, 520 ILCS 10/11 and the Illinois Natural Areas Preservation Act, 525 ILCS 30/17, the consultation, mitigation and compensation provisions of the Interagency Wetland Policy Act of 1989, 20 ILCS 830/1-1 et seq., and the Illinois State Historic Resources Preservation Act, 20 ILCS 3420/1 et seq.

9. RESERVED RIGHTS: IDNR reserves the right of ingress, egress and usage of the Premises, and the right to grant any third party a lease, license or right-of-way on the Premises.

IDNR reserves the right to require LESSEE to remove, relocate or modify any structure, equipment, activity or facility upon, under or across the Premises at LESSEE's expense if IDNR determines that such actions are appropriate and necessary to preserve the integrity, character and function or use of the Premises by IDNR.

IDNR shall have the right to enforce all terms and conditions of this Agreement. Failure of IDNR to insist on the strict performance of any of the terms and conditions of this Agreement shall not constitute a waiver or relinquishment of IDNR's right to enforce any such term or condition at any time.

10. MAINTENANCE, ALTERATIONS AND OPERATION:

A. IDNR makes no representations, warranties or assurances with respect to the condition of the Premises or any improvements situated thereon. It is agreed that LESSEE has inspected the Premises prior to the execution of this Agreement and accepts the same in its present condition.

B. This Agreement is considered "a net agreement." All operating costs will be paid by LESSEE. LESSEE shall be responsible for the prompt payment of all utility bills, including, but not limited to trash removal, electricity, gas, water and sewer, telephone, cable television, and internet service furnished or supplied to all or any part of the Premises.

C. LESSEE acknowledges that it has inspected the Premises for transmission of utilities and all other lines running within the Premises, including but not limited to oil, gas, electricity, water or sewer, and is accepting liability for LESSEE'S harm to such transmissions running within, across or above the Premises. IDNR makes no representation or warranty as to the condition of prior or existing use of said transmissions. During any trench or other installation or relocation of any underground utility line,

LESSEE shall install marking tape at least twelve (12) inches above and directly over the utility and not more than twenty-four (24) inches below normal grade. Said tape shall be identified by permanent lettering and color coding as follows: Red - electric power; Yellow - gas, oil, hazardous materials; Orange - telecommunications, signals; Blue - water; and Green – sewer. Such markers, except as otherwise agreed or specified herein, shall meet applicable standards of the American Public Works Association.

D. LESSEE shall keep Premises in a safe, sanitary and sightly condition, and in good repair. LESSEE shall maintain the Premises and repair and pay for any damages caused by the LESSEE or their customers, invitees, agents or guests. If LESSEE fails to perform any maintenance function required by IDNR within ten days after notice to do so, IDNR shall have the right to enter upon the Premises and perform the maintenance necessary to restore the Premises and LESSEE shall reimburse IDNR for the cost thereof.

E. Requests for LESSEE improvements within or for the benefit of the space(s) allocated to LESSEE shall be submitted to IDNR for approval in a timely manner. Payment of LESSEE improvements shall solely be paid for by the LESSEE and subject to the reasonable direction and approval of IDNR.

F. Except when any maintenance or repairs are necessitated by LESSEE activities, IDNR shall provide necessary maintenance and repairs to HVAC, plumbing, foundation, roofing, or other structural elements.

G. Any maintenance activities of LESSEE, including all excavation or vegetation management activities, shall be preceded by written notice to IDNR pursuant to Section 23 herein, and shall be done in a manner which complies with any special concerns of IDNR. Such concerns may include, but are not limited to, requiring the scheduling of such activities to be compatible with anticipated activities of IDNR or its invitees or licensees, and restricting the seasons, types, extent and methods of vegetation control employed by LESSEE.

11. TAXES: If applicable, upon notice to LESSEE of the amount(s) due, LESSEE shall timely pay and discharge LESSEE's proportionate share of any real estate taxes, assessments, and other governmental charges which may be levied or assessed upon the Premises or this Agreement or any part thereof, and any taxes and licenses growing out of or in connection with LESSEE's operation of its facilities upon the Premises during the term of this Agreement with respect to any

tax year, or any portion thereof. LESSEE shall, at any time upon request of IDNR, provide to IDNR for examination receipts of payments of all such taxes, assessments and charges.

12. PUBLIC SAFETY: IDNR may determine that a particular use of the Premise by LESSEE is, or will be, hazardous to the public or the property, or is incompatible with IDNR purposes or State ownership of the Premises. Pursuant to written notice from IDNR, LESSEE, at its own expense, may be required to install safety devices, make modifications, or cease LESSEE's operation to render the Premises safe for, and compatible with, public use.

13. INSURANCE: LESSEE shall, at all times during the term and any renewals, maintain and provide a Certificate of Insurance naming the State of Illinois as additional insured for all required bonds and insurance. Certificates may not be modified or canceled until at least 30 days notice has been provided to the State. LESSEE shall provide: (a) General Commercial Liability-occurrence form in amount of \$1,000,000 per occurrence (Combined Single Limit Bodily Injury and Property Damage) and \$2,000,000 Annual Aggregate; (b) Auto Liability, including Hired Auto and Non-owned Auto, (Combined Single Limit Bodily Injury and Property Damage) in amount of \$1,000,000 per occurrence; and (c) Worker's Compensation Insurance in amount required by law. Insurance shall not limit LESSEE's obligation to indemnify, defend, or settle any claims.

14. INDEMNIFICATION: LESSEE agrees to assume all risk of loss and to indemnify and hold IDNR, its officers, agents, employees harmless from and against any and all liabilities, demands, expenses, losses, claims, damages, liabilities, settlements and judgments, including costs, attorneys' fees, and expenses incident thereto, for injuries to persons and for loss of, damage to or destruction of property due to LESSEE's use and occupation of the Premises and for the negligent or intentional acts and omissions of LESSEE's, its officers, agents, guests and invitees..

15. TERMINATION: IDNR shall have the right to terminate this Agreement at any time pursuant to this Section.

(A) IDNR shall have the right to terminate this Agreement at any time if it determines the Premises shall be used for public purposes incompatible with this Agreement. In such an event, IDNR shall give LESSEE ninety days' written notice of its intent to terminate this Agreement. LESSEE agrees to surrender and restore the Premises and remove all personal property therefrom prior to the expiration of said notification

period. If this Agreement is terminated pursuant to this subsection, LESSEE shall not be liable for any further payments beyond the date of vacating the Premises.

- (B) IDNR shall have the right to terminate this Agreement if LESSEE breaches any covenant, term or condition set forth in this Agreement, is in default in payment of any sum required, or in the event of LESSEE's bankruptcy or receivership. In such an event, IDNR shall give LESSEE written notification of such breach or default, and LESSEE shall have thirty days to cure the same. If LESSEE fails to cure or remedy the breach or default within said period of time, IDNR shall have the right to terminate this Agreement. Upon such an occurrence, LESSEE shall surrender the Premises to IDNR as though the Agreement had expired at the end of its term, and restore the Premises in accordance with the provisions of Section 17 herein. If this Agreement is terminated as a result of LESSEE's breach or default, LESSEE shall remain liable for all lease payments required by this Agreement until such time as IDNR re-lets the Premises to an acceptable party. If IDNR is unable to re-let the Premises for the amount agreed upon herein, LESSEE shall remain liable for the difference between the amount agreed upon herein and the amount paid by new lessee.
- (C) IDNR and LESSEE shall have the right to terminate this Agreement prior to the expiration date by giving sixty days' advance written notice in accordance with Section 23 herein.

16. VACATING THE PREMISES: Unless renewal is arranged within sixty days prior to the expiration of this Agreement, LESSEE, immediately upon such expiration, or upon termination, shall vacate the Premises and remove all property to which LESSEE holds title, except any property permanently attached to the Premises. Should LESSEE fail to remove or dispose of LESSEE's property, IDNR will consider such property abandoned, and may claim title to such property or dispose of same at LESSEE's expense.

17. RESTORATION OF PREMISES: Upon the termination or expiration of this Agreement, LESSEE shall surrender the Premises to IDNR in as good condition as when LESSEE originally took possession, ordinary wear and tear excepted. IDNR reserves the right to require LESSEE to make such repairs and restorations as it may deem necessary. If LESSEE fails to restore the Premises to IDNR satisfaction, IDNR may restore and require LESSEE to pay the cost of such restoration.

18. RENEWAL AND RATE ADJUSTMENT: This Agreement may be renewed at the end of its term with written consent and approval of all parties hereto. LESSEE shall give IDNR sixty (60) days advance notice of its intention to renew. IDNR reserves the right to adjust rental rates on any renewal or extension to reflect current land values and/or conditions and circumstances. No holding over by LESSEE or month-to-month agreements shall be permitted. If the Premises is not properly vacated as provided herein, LESSEE shall be considered a trespasser, and appropriate legal action may be taken.

19. AMENDMENTS: This Agreement constitutes the entire agreement between the parties, and no warranties, inducements, considerations, promises or other inferences shall be implied or impressed upon this Agreement that are not otherwise set forth herein. No change, modification or amendment shall be valid and binding unless set forth in writing and signed by all parties.

20. ASSIGNMENT; SUBLICENSING: LESSEE shall not assign this Agreement, or allow it to be assigned, in whole or in part, by operation of law or otherwise, or mortgage or pledge the same, or sublet the Premises, or any part thereof, without the prior written consent of IDNR, which may be withheld for any reason or for no reason, and in no event shall any such assignment or sublicense ever release LESSEE from any obligation or liability hereunder.

No assignee or sublicense holder of the Premises or any portion thereof may assign or sublicense the Premises or any portion thereof. IDNR is not required to collect any license fees or other payments from any party other than LESSEE; however, any collection by IDNR from any approved assignee or sublicense holder or any other party on behalf of LESSEE's account is not construed to constitute a novation or a release of LESSEE from further performance of its obligations under this Agreement.

21. SUPERSESSION: This Agreement supersedes all previous agreements between the parties hereto regarding the Premises and the subject matter hereof, and any such previous agreements shall be of no further force or effect, relative to the rights or privileges granted by IDNR therein, as of the effective date.

22. APPLICABILITY AND SEVERABILITY: IDNR and LESSEE mutually acknowledge that various standard provisions of this Agreement may or may not be pertinent to the proposed purpose, and that each such provision shall be interpreted as it reasonably pertains to the Premises. Should any provision of this Agreement be found illegal, invalid or void by a court of competent jurisdiction, said provision shall be considered severable. The remaining provisions shall not be

impaired and the Agreement shall be interpreted to the extent possible to give effect to the parties' intent.

23. NOTIFICATIONS: All notices required or provided for by this Agreement shall be addressed as follows, unless otherwise provided for herein:

Department of Natural Resources
Div. of Concession & Lease Management
One Natural Resources Way
Springfield, Illinois 62702-1271
Telephone: 217/782-7940
DNR.LandUseAgreements@illinois.gov
Emergency Contact: Thad Cook
Location: Manito, IL
Telephone: 309/968-7135

City of Pekin
Attn: Sue McMillan
111 Capital Street
Pekin, IL. 61554
Telephone: 309/477-2300
smcmillan@ci.pekin.il.us
Emergency Contact: John Dossey
Location: Pekin, IL
Telephone: 309/477-2300
847/630-7696

24. FISCAL FUNDING: Financial obligations of IDNR shall cease immediately and without penalty or liability for damages if in any fiscal year the Illinois General Assembly, Federal funding source, or other funding source fails to appropriate or otherwise make available funds for the operation of the Premises. In such event, the parties hereto may agree to suspend the operation and effectiveness of this Agreement until such time as said funds become available.

25. WAIVER: The waiver by IDNR of any term, covenant or condition herein contained shall not be deemed to be a waiver of any other term, covenant or condition nor shall either party's consent to any breach of any term, covenant or condition be deemed to constitute or imply its consent to any subsequent breach of the same or other term, covenant or condition herein contained.

26. CERTIFICATIONS: The Certifications attached hereto as Exhibit C are incorporated herein by reference. LESSEE agrees to at all times observe, perform and abide by these certifications, if applicable.

Agreement Number: 561A
Site Name: Pekin Lake
Location Code: 50-1691-1

IN WITNESS WHEREOF, the foregoing Agreement is hereby executed this _____ day of _____, 20__.

LESSEE:

STATE OF ILLINOIS:

CITY OF PEKIN

DEPARTMENT OF NATURAL RESOURCES

BY: _____

APPROVED: DIRECTOR, IDNR

Title: Director

Date: _____

By: Pam Gray, Division Manager
Division of Concession and Leases

BY: _____

Title: _____

FEIN No.

Agreement Number: 561A
Site Name: Pekin Lake
Location Code: 50-1691-1

EXHIBIT A

SIGNATURE AUTHORIZATION

As an official agent of CITY OF PEKIN,
(Lessee or Licensee - Company / Corporation / Municipality)

I certify that _____ is an authorized
(Name of executive of official who will sign the agreement)

representative of said organization and is legally empowered to act on its behalf in executing this agreement.

Signed: _____
(Person affirming signature authority of above
official; must not be the same individual)

Title: _____

Date: _____

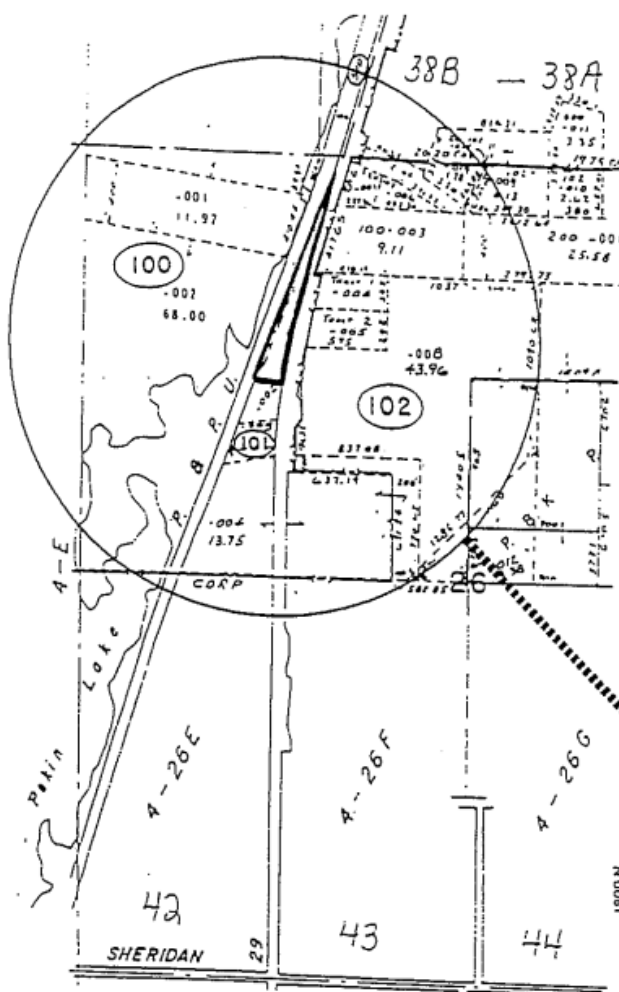
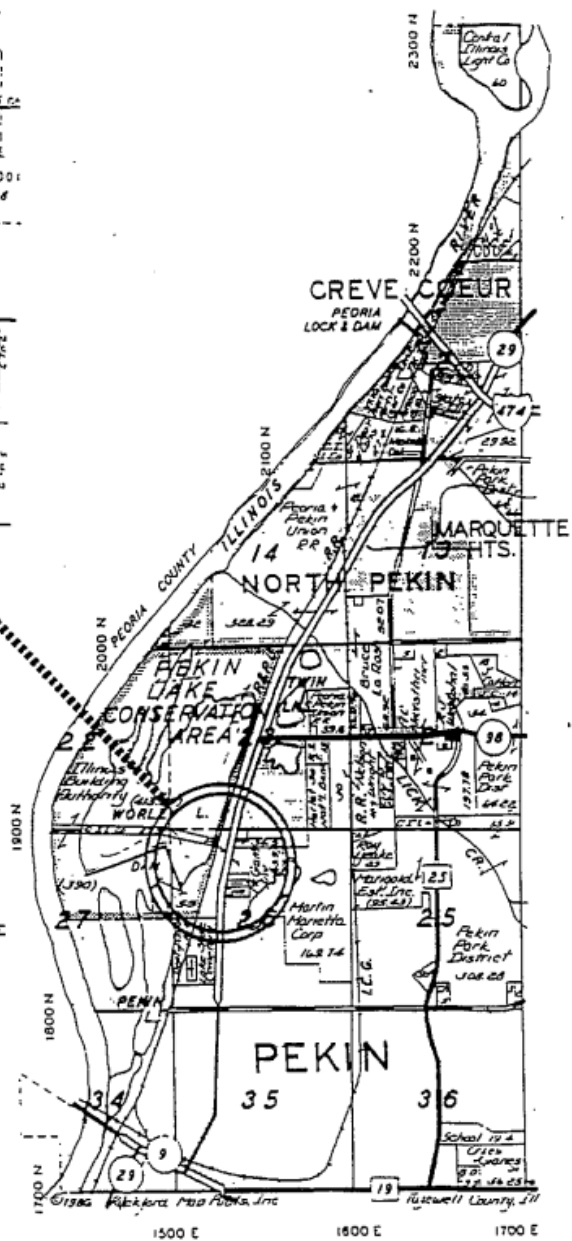


EXHIBIT "B"

LEASE NO. 561A

PEKIN LAKE
TAZEWELL COUNTY
SEC. 26, T. 25 N., R. 5 W., 3RD P.M.



Public Agency acknowledges and agrees that compliance with this section and each subsection for the term of the contract and any renewals is a material requirement and condition of this contract. By executing this contract Public Agency certifies compliance with this section and each subsection and is under a continuing obligation to remain in compliance and report any non-compliance.

If this contract extends over multiple fiscal years including the initial term and all renewals, Public Agency shall confirm compliance with this section in the manner and format determined by the State by the date specified by the State and in no event later than July 1 of each year that this contract remains in effect.

If the Parties determine that any certification in this section is not applicable to this contract it may be stricken without affecting the remaining subsections.

1. As part of each certification, Public Agency acknowledges and agrees that should Public Agency provide false information, or fail to be or remain in compliance with the Standard Certification requirements, one or more of the following sanctions will apply:

- the contract may be void by operation of law,
- the State may void the contract, and
- the Public Agency or its agents may be subject to one or more of the following: suspension, debarment, denial of payment, civil fine, or criminal penalty.

Identifying a sanction or failing to identify a sanction in relation to any of the specific certifications does not waive imposition of other sanctions or preclude application of sanctions not specifically identified.

2. Public Agency certifies it and its employees will comply with applicable provisions of the U.S. Civil Rights Act, Section 504 of the Federal Rehabilitation Act, the Americans with Disabilities Act (42 U.S.C. § 12101 et seq.) and applicable rules in performance under this contract.

3. If Public Agency employs 25 or more employees and this contract is worth more than \$5000, Public Agency certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. (30 ILCS 580)

4. Public Agency certifies that the Public Agency is not participating or shall not participate in an international boycott in violation of the U.S. Export Administration Act of 1979 or the applicable regulations of the U.S. Department of Commerce. This applies to contracts that exceed \$10,000 (30 ILCS 582).

5. Public Agency certifies it complies with the Illinois Department of Human Rights Act and rules applicable to public contracts, including equal employment opportunity, refraining from unlawful discrimination, and having written sexual harassment policies (775 ILCS 5/2-105).

6. Public Agency certifies it does not pay dues to or reimburse or subsidize payments by its employees for any dues or fees to any "discriminatory club" (775 ILCS 25/2).

7. Public Agency warrants and certifies that it and, to the best of its knowledge, its subcontractors have and will comply with Executive Order No. 1 (2007). The Order generally prohibits Contractors and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.

8. Public Agency certifies that information technology, including electronic information, software, systems and equipment, developed or provided under this contract will comply with the applicable requirements of the Illinois Information Technology Accessibility Act Standards as published at www.dhs.state.il.us/iitaa. (30 ILCS 587)

AGENCY

SIGNATURE

PRINTED NAME

TITLE

AGENCY

SIGNATURE

PRINTED NAME

TITLE



**REQUEST FOR COUNCIL ACTION**

Agenda Date: January 13, 2025
To: Members of the City Council
From: Joshua Wray, Economic Development Director

AGENDA ITEM: Ordinance No. 4264-24/25 Approving a Pekin Court Street Tax Increment Financing (TIF) District Redevelopment Agreement with Robert J. and Kimberly Stanley

DESCRIPTION: Robert and Kimberly Stanley recently closed on the property at 1919 Velde Drive and are seeking incentives under the residential TIF policy. The project is a new home with a total investment of \$390,895 (\$40,000 of TIF-eligible expenses). Under the existing residential incentive policy, the total incentive given from the TIF fund will be up to \$40,000 in property tax increment rebates over a period not to exceed 10 years. The actual incentive given will be based on the eligible expenses incurred and the new property assessment after project completion.

Staff recommends approval of this ordinance.

FINANCIAL IMPACT:

Requested Amount: TBD based on actual eligible expenses and new property assessment but not to exceed \$40,000 paid over up to 10 years.

Line Item: Court Street TIF Fund, 275-275-591200

Category: Grants/Econ Assistance

Line / Category Budgeted Amount: No current budget - expenses expected to begin in FY 2027

Line / Category Remaining Funds: n/a

Notes: The only expenses incurred by the City under this agreement will be paid from new revenue generated by the increment of this project. If there is no revenue generated by incremental property value, there will be no incentives paid

Award Type: N/A

REVIEWED BY:

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

Approved - 1/8/2025
 Approved - 1/8/2025
 Final Approval - 1/10/2025

CITY OF PEKIN, ILLINOIS

ORDINANCE NO. _____

**AN ORDINANCE APPROVING AND AUTHORIZING
THE EXECUTION OF A TIF DISTRICT
REDEVELOPMENT AGREEMENT**

BY AND BETWEEN

THE CITY OF PEKIN

AND

ROBERT J. STANLEY

AND

KIMBERLY STANLEY

PEKIN COURT STREET TAX INCREMENT FINANCING DISTRICT

**ADOPTED BY THE MAYOR AND CITY COUNCIL
OF THE CITY OF PEKIN, ILLINOIS
ON THE 13TH DAY OF JANUARY, 2025.**

CITY OF PEKIN, ILLINOIS: ORDINANCE NO. _____

**AN ORDINANCE APPROVING AND AUTHORIZING THE EXECUTION OF A TIF
DISTRICT REDEVELOPMENT AGREEMENT**

**BY AND BETWEEN:
THE CITY OF PEKIN AND
ROBERT J. STANLEY AND
KIMBERLY STANLEY**

The Mayor and City Council of the City of Pekin, Tazewell County, Illinois (the “City”), have determined that this TIF District Redevelopment Agreement is in the best interest of the citizens of the City of Pekin; therefore, be it ordained as follows:

SECTION ONE: The Redevelopment Agreement with Robert J. Stanley and Kimberly Stanley attached hereto is hereby approved.

SECTION TWO: The Mayor is hereby authorized and directed to enter into and execute on behalf of the City said Redevelopment Agreement and the City Clerk of the City of Pekin is hereby authorized and directed to attest such execution.

SECTION THREE: The Redevelopment Agreement shall be effective the date of its approval on the 13th day of January, 2025.

SECTION FOUR: This Ordinance shall be in full force and effect from and after its passage and approval as required by law.

PASSED, APPROVED & ADOPTED by the Corporate Authorities of the City of Pekin this 13th day of January, 2025 and filed in the office of the City Clerk of said City on that date.

CORPORATE AUTHORITIES	AYE VOTE	NAY VOTE	ABSTAIN / ABSENT
John Abel			
Chris Onken			
Dave Nutter			
Lloyd Orrick			
Rick Hilst			
Karen Hohimer			
Mary Burress, Mayor			
TOTAL VOTES:			

APPROVED: _____, Date ____/ ____ / 2025
Mayor, City of Pekin

ATTEST: _____, Date: ____/ ____ / 2025
City Clerk, City of Pekin

**TAX INCREMENT FINANCING DISTRICT
REDEVELOPMENT AGREEMENT**

by and between

CITY OF PEKIN, TAZEWELL COUNTY, ILLINOIS

and

ROBERT J. STANLEY

and

KIMBERLY STANLEY

**PEKIN COURT STREET
TAX INCREMENT FINANCING DISTRICT**

JANUARY 13, 2025

**TIF REDEVELOPMENT AGREEMENT
BY AND BETWEEN
CITY OF PEKIN
&
ROBERT J. STANLEY
AND
KIMBERLY STANLEY**

PEKIN COURT STREET TIF DISTRICT

THIS TIF REDEVELOPMENT AGREEMENT (including Exhibits) (“Agreement”) is entered into this 13th day of January, 2025, by the **City of Pekin** (the “City”), an Illinois Home Rule Municipal Corporation, Tazewell County, Illinois, and **Robert J. Stanley and Kimberly Stanley** (the “Developer”).

PREAMBLE

WHEREAS, the City has the authority to promote the health, safety, and welfare of the City and its citizens and to prevent the spread of blight and deterioration and inadequate public facilities by promoting the development of private property thereby increasing the tax base of the City and providing employment for its citizens; and

WHEREAS, pursuant to the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4.4 *et seq.*, as amended (the “Act”), the City has the authority to provide incentives to owners or prospective owners of real property to develop, redevelop, and rehabilitate such property by reimbursing the owners for certain costs from resulting increases in real estate tax revenues; and

WHEREAS, on January 11, 2021, recognizing the need to foster the development, expansion and revitalization of certain properties which are vacant, underutilized or undeveloped, the City adopted Tax Increment Financing under the Act, approved a Redevelopment Plan and designated a Redevelopment Area known as the **Pekin Court Street Tax Increment Financing District** (the “TIF District”); and

WHEREAS, one such property which is owned by the Developer and located at 1919 Velde Dr., Pekin, Illinois 61554 (PIN # 04-04-25-114-006) (the “Property”) is in need of development and integral to the development of the TIF District; and

WHEREAS, the Developer is proceeding with plans to construct a new single-family residence located thereon with an approximate market value greater than \$300,000 (the “Project”) based upon incentives made available by the City; and

WHEREAS, it is the intent of the City to encourage economic development which will increase the real estate tax, which increased taxes will be used, in part, to finance incentives to assist this Developer’s Project; and

WHEREAS, the City has the authority under the Act to incur Redevelopment Project Costs (“Eligible Project Costs”) and to reimburse Developer for such costs; and

WHEREAS, pursuant to Section 74.4-4(q) of the Act, the City may utilize TIF revenues from one redevelopment project area for eligible costs in another, contiguous redevelopment project area; and

WHEREAS, pursuant to Illinois Statute 65 ILCS 5/8-1-2.5, the City has the authority to appropriate and expend funds for economic development purposes, including without limitation, the making of grants to any commercial enterprise that is necessary or desirable for the promotion of economic development within the municipality; and

WHEREAS, the Developer has requested that incentives for the development be provided by the City from incremental increases in real estate taxes of the City and its Project and that such incentives include the reimbursement of Eligible Project Costs; and

WHEREAS, the City has determined that this Project requires the incentives requested and that said Project will, as a part of the Plan, promote the health, safety and welfare of the City and its citizens by attracting private investment to prevent blight and deterioration, to develop underutilized property, and to provide employment for its citizens and generally to enhance the economy of the City; and

WHEREAS, the City and the Developer (the “Parties”) have agreed that the City shall reimburse the Developer for a portion of its TIF Eligible Project Costs incurred in completing the Project as specified below in *Section C, Incentives*; and

WHEREAS, in no event shall cumulative maximum reimbursements for the Developer’s TIF Eligible Project Costs under this Agreement exceed those set forth in Section C below; and

WHEREAS, the City is entering into this Agreement to induce the Developer to acquire the Property and complete the Project; and

WHEREAS, in consideration of the execution of this Agreement and in reliance thereon, the Developer has proceed with its plans to complete the Project as set forth herein.

AGREEMENTS

NOW, THEREFORE, for good and valuable consideration, the receipt of which is acknowledged, the Parties agree as follows:

A. PRELIMINARY STATEMENTS

1. The Parties agree that the matters set forth in the recitals above are true and correct and form a part of this Agreement, and are to be construed as binding statements of this Agreement.
2. Any terms which are not defined in this Agreement shall have the same meaning as they do in the Act, unless indicated to the contrary.
3. The Developer shall remain in compliance with all municipal ordinances relating to property development, property condition, zoning, subdivision and building codes. Failure to cure the violation of any such ordinance within thirty (30) days upon being provided written notice of the same by the City shall be cause for the City to declare the Developer in Default and unilaterally terminate this Agreement, except where such failure is not reasonably susceptible

to cure within such 30-day period, in which case the Developer shall have such additional time to cure as is reasonably necessary, provided that the Developer has commenced such cure within such 30-day period and continues to diligently prosecute the same to completion.

4. The Developer shall complete the Project within twelve (12) months from the date this Agreement is executed, subject to extension due to Force Majeure (defined below).
5. Each of the Parties represents that it has taken all actions necessary to authorize its representatives to execute this Agreement.

B. ADOPTION OF TAX INCREMENT FINANCING

The City has created a Tax Increment Financing District known as the “Pekin Court Street TIF District” which includes the Developer’s Property. The City has approved certain Redevelopment Project Costs, including the types described in *Exhibit 1* for the Developer’s Project which shall be known as the **“Robert and Kimberly Stanley Redevelopment Project”**.

C. INCENTIVES

In consideration for the Developer completing its Project, the City agrees to extend to Developer the following incentives to assist Developer’s Project:

1. The City shall reimburse the Developer **Sixty-Five and Seven Tenths Percent (65.7%)** of the annual “net” incremental increase in real estate tax generated over the base year by the Developer’s Project for the reimbursement of a portion of the Developer’s TIF Eligible Project Costs related to land acquisition (as set forth in Exhibit “1” attached hereto). Said reimbursements shall commence with the real estate tax increment derived from the real estate taxes assessed in the year the completed project is fully assessed, and continue until the last to occur of: (1) a period of nine (9) additional years (for a total of 10 years of reimbursements), (2) until all TIF Eligible Project Costs as described in **Exhibit “1”** and verified pursuant to *Section E* below related to land acquisition are fully reimbursed, or (3) until the Developer has received cumulative total reimbursements not to exceed a total calculated as follows:
 - a. **\$30,000.00** if construction of the home located on the Property is timely completed and has an initial fair market value (as determined by the local Supervisor of Assessments) upon completion of the Project of less than \$250,000.00, or
 - b. **\$40,000.00** if construction of the home located on the Property is timely completed and has an initial fair market value (as determined by the local Supervisor of Assessments) upon completion of the Project of \$250,000.00 or greater but less than \$300,000.00, or
 - c. **\$50,000.00** if construction of the home located on the Property is timely completed and has an initial fair market value (as determined by the local Supervisor of Assessments) upon completion of the Project of \$300,000.00 or greater but less than \$400,000.00, or
 - d. **\$70,000.00** if construction of the home located on the Property is timely completed and has an initial fair market value (as determined by the local Supervisor of Assessments) upon completion of the Project of \$400,000.00 or greater.

2. “Net” real estate tax increment is defined as increases in annual real estate tax increment derived from the Developer’s Project after payment of a proportionate amount of TIF District administrative fees and costs incurred by the City and payments pursuant to any TIF District Intergovernmental Agreements, if any. The Developer’s proportionate amount is calculated by dividing the increment generated by the Developer’s Project by the total increment generated by the TIF District, and multiplying the result by such TIF District administrative fees and costs and payments pursuant to any TIF District Intergovernmental Agreements, if any.
3. In order to continue receiving the incentives set forth herein, the Developer agrees to provide any information to the City upon written request of the City regarding the number of jobs created and/or retained by the Project as may be required by the Act and/or by the Illinois Comptroller. Failure to provide such information within 30 days from the date of the City’s request shall be cause for the City, at the City’s sole discretion, to declare the Developer in default and/or for the City to withhold any payments otherwise due the Developer hereunder until such time as the City’s request is satisfied.
4. The reimbursements set forth herein shall run with the Property. In the event the Developer sells or otherwise conveys the Property during the term of the Agreement, any future reimbursements otherwise due the Developer hereunder shall be reimbursed to the subsequent owner(s) of the Property for the remaining term of this Agreement.

D. LIMITATION OF INCENTIVES TO DEVELOPER

1. In no event, shall the maximum cumulative reimbursements for the Developer’s TIF Eligible Project Costs exceed that set forth in *Section C(1)* above.
2. It is not contemplated that, nor is the City obligated, to use any of its proportionate share of the monies generated by this Project for any of Developer’s Eligible Project Costs, but rather the City shall use such sums for any purpose under the Act as it may in its sole discretion determine.

E. PAYMENT OF ELIGIBLE PROJECT COSTS

1. Payment to the Developer for Eligible Project Costs as set forth by the Act shall be made by a Requisition for Payment of Private Development Redevelopment Costs (“Requisition”, attached hereto as Exhibit “2”) submitted from time to time to Jacob & Klein, Ltd. and the Economic Development Group, Ltd. (collectively the “Administrator”) and subject to their approval of the costs and availability of funds in the Special Account.
2. All Requisitions must be accompanied by verified bills or statements of suppliers, contractors, or professionals together with mechanic’s lien waivers (whether partial or full) from each of the parties entitled to a payment that is the subject of the Requisition as required by the City.
3. The Developer shall use such sums as reimbursement for TIF Eligible Project Costs only to the extent permitted by law and the Act and may allocate such funds for any purpose for the Term of this Agreement or the term of the TIF District whichever is longer.
4. The Administrator shall approve or disapprove a Requisition by written receipt to the Developer within thirty (30) business days after receipt of the Requisition. Approval of the Requisition will

not be unreasonably withheld. If a Requisition is disapproved by the Administrator, the reasons for disallowance will be set forth in writing and the Developer may resubmit the Requisition with such additional information as may be required and the same procedures set forth herein shall apply to such re-submittals.

5. All TIF Eligible Project Costs approved shall then be paid by the City from the Special Account to the Developer, or to others as directed by the Developer, pursuant to the Redevelopment Plan and as allowed by Illinois Law. Payments shall be made within forty-five (45) days after approval of the TIF Eligible Project Costs subject to the terms of this Agreement.
6. The Parties acknowledge that the determination of Eligible Project Costs, and, therefore, qualification for reimbursement hereunder are subject to changes or interpretation made by amendments to the Act, administrative rules or judicial interpretation during the term of this Agreement. The City has no obligation to the Developer to attempt to modify those decisions, but will reasonably assist the Developer in every respect to obtain approval of Eligible Project Costs.

F. VERIFICATION OF TAX INCREMENT

1. It shall be the sole responsibility of the Developer to provide to the City as requested the following:
 - A. Copies of all **PAID** annual real estate tax bills for the Property.
2. The failure of Developer to provide any information required herein after notice from the City, including verification of Eligible Project Costs, and the continued failure to provide such information within thirty (30) days after such notice, shall be considered a material breach of this Agreement and shall be cause for the City to deny payments hereunder to the Developer, which payments are conditional upon receipt of the foregoing information.

G. REIMBURSEMENT OF THE DEVELOPER'S SHARE OF TAX OBJECTION REFUNDS

If a refund of tax increment (including any accrued statutory interest thereon) is potentially due from the City's TIF Fund as the result of any tax objection, assessment challenge or formal appeal to the Illinois Property Tax Appeal Board (PTAB), issuance of a certificate of error or other such action, including any appeals therefrom, concerning the potential reduction of assessed value of the Property, the City may at its sole discretion withhold the Developer's share of any such possible refund (including any accrued statutory interest thereon) from future reimbursements calculated to be paid to the Developer under this Agreement. Furthermore, the Developer is hereby obligated to provide written notice to the City within five (5) days of filing any such objection, assessment challenge or formal appeal to the PTAB or other such action, including any appeals therefrom, that could potentially reduce the assessed value of the Property. Failure to provide such notice shall be considered a breach of this Agreement and shall be cause for the City to deny payments hereunder to the Developer.

Any funds withheld by the City under this *Section G* shall be deposited by it into a separate interest bearing bank account. Upon final determination of the assessed value of the Property, the City shall pay to the Developer the principal amount due under this Agreement as recalculated. The City shall be entitled to

retain any interest earned on the account as partial payment for the administration of the account due to the delay of the determination of the final evaluation and recalculation of the benefits due the Developer under this Agreement.

If it appears to the City that it will be unable to recover the Developer's share of any such refund (including any accrued statutory interest thereon) from the remaining future reimbursements due the Developer under this Agreement, the Developer shall reimburse the City for the Developer's remaining unpaid share of such refund within thirty (30) days upon receiving written demand of the same from the City.

Notwithstanding anything contained in this Agreement to the contrary, the obligations contained in this *Section G* shall remain in effect for the term of this Agreement.

H. LIMITED OBLIGATION

The City's obligation hereunder to pay the Developer for Eligible Project Costs is a limited obligation to be paid solely from the TIF District Special Tax Allocation Fund. Said obligation does not now and shall never constitute an indebtedness of the City within the meaning of any State of Illinois constitutional or statutory provision, and shall not constitute or give rise to a pecuniary liability of the City or a charge or lien against the City's general credit or taxing power.

I. CITY PUBLIC PROJECTS

The City intends to use part of its share of the Project's real estate tax increment to fund other public projects in the TIF Redevelopment Area.

J. LIMITED LIABILITY OF CITY TO OTHERS FOR DEVELOPER'S EXPENSES

There shall be no obligation by the City to make any payments to any person other than the Developer, nor shall the City be obligated to make direct payments to any other contractor, subcontractor, mechanic or materialman providing services or materials to the Developer for the Project. This Agreement shall not create any third-party rights and the Developer shall indemnify and hold the City harmless on any claims arising out of the Developer's construction activities.

K. COOPERATION OF THE PARTIES

The City and the Developer agree to cooperate fully with each other when requested to do so concerning the development of the Developer's Project. This includes without limitation the City assisting or sponsoring the Developer, or agreeing to jointly apply with the Developer, for any grant, award, or subsidy which may be available as the result of the Developer's or City's activities. This also includes without limitation the Developer assisting or sponsoring the City, or agreeing to jointly apply with the City, for any grant, award or subsidy which may be available as the result of the City's or Developer's activities.

L. DEFAULT; CURE; REMEDIES

In the event of a default under this Agreement by any party hereto (the "Defaulting Party"), which

default is not cured within the cure period provided for below, then the other party (the “Non-defaulting Party”) shall have an action for damages, or in the event damages would not fairly compensate the Non-defaulting Party’s for the Defaulting Party’s breach of this Agreement, the Non-defaulting Party shall have such other equity rights and remedies as are available to them at law or in equity. Any damages payable by the City hereunder shall be limited to the real estate tax increment payable to the Developer under the terms of this Agreement.

In the event a Defaulting Party shall fail to perform a monetary covenant which it is required to perform under this Agreement, it shall not be deemed to be in default under this Agreement unless it shall have failed to perform such monetary covenant within thirty (30) days of its receipt of a notice from a Non-defaulting Party specifying that it has failed to perform such monetary covenant. In the event a Defaulting Party fails to perform any non-monetary covenant as and when it is required to under this Agreement, it shall not be deemed to be in default if it shall have cured such default within thirty (30) days of its receipt of a notice from a Non-defaulting Party specifying the nature of the default, provided, however, with respect to those non-monetary defaults which are not capable of being cured within such thirty (30) day period, it shall not be deemed to be in default if it commences curing within such thirty (30) days period, and thereafter diligently and continuously prosecutes the cure of such default until the same has been cured.

M. TIME; FORCE MAJEURE

For this Agreement, time is of the essence. The Developer agrees to complete the Project within twelve (12) months following the execution of this Agreement. Failure to do so shall be cause for the City to declare the Developer in default and unilaterally terminate the Agreement. However, the Developer and the City shall not be deemed in default with respect to any obligations of this Agreement on its part to be performed if the Developer or City fails to timely perform the same and such failure is due in whole, or in part, to any strike, lock-out, labor trouble (whether legal or illegal), civil disorder, inability to procure materials, weather conditions wet soil conditions, failure or interruptions of power, restrictive governmental laws and regulations, condemnation, riots, insurrections, war, fuel shortages, accidents, casualties, Acts of God, acts caused directly or indirectly by the City (or the City’s agents, employees or invitees) when applicable to Developer or third parties, or any other cause beyond the reasonable control of Developer or the City.

N. ASSIGNMENT

The rights (including, but not limited to, the right to payments contemplated by *Section C* of this Agreement) and obligations (or either of them) of the Developer under this Agreement shall not be assignable. Pursuant to Section C, the reimbursements set forth herein shall run with the Property in the event the Developer sells or otherwise conveys the Property at any time during the term of this Agreement.

O. WAIVER

Any party to this Agreement may elect to waive any remedy it may enjoy hereunder, provided that no such waiver shall be deemed to exist unless the party waiving such right of remedy does so in writing.

No such waiver shall obligate such party to waive any right of remedy hereunder, or shall be deemed to constitute a waiver of other rights and remedies provided said party pursuant to this Agreement.

P. SEVERABILITY

If any section, subsection, term or provision of this Agreement or the application thereof to any party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of said section, subsection, term or provision of this Agreement or the application of same to parties or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby.

Q. NOTICES

All notices, demands, requests, consents, approvals or other instruments required or permitted by this Agreement shall be in writing and shall be executed by the Party or an officer, agent or attorney of the Party, and shall be deemed to have been effective as of the date of actual delivery, if delivered personally, or as of the third (3rd) day from and including the date of posting, if mailed by registered or certified mail, return receipt requested, with postage prepaid addressed as follows:

To Developer:

Robert and Kimberly Stanley
1919 Velde Drive
Pekin, IL 61554

To City:

City Clerk
City Hall
111 S. Capitol Street
Pekin, Illinois 61554
Telephone: (309)477-2300

With copy to:

Jacob & Klein, Ltd.
Economic Development Group, Ltd.
1701 Clearwater Avenue
Bloomington, Illinois 61704
Telephone: (309)664-7777

Q. SUCCESSORS IN INTEREST

Subject to the Provisions of *Section N* above, this Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns.

R. NO JOINT VENTURE, AGENCY, OR PARTNERSHIP CREATED

Neither anything in this Agreement nor any acts of the Parties to this Agreement shall be construed by the Parties or any third person to create the relationship of a partnership, agency, or joint venture between or among such Parties.

S. INDEMNIFICATION OF CITY

It is the understanding of the Parties that the position of the Illinois Department of Labor is that the Illinois Prevailing Wage Act does not apply to TIF increment received by developers as reimbursement for private TIF Eligible Project Costs. This position of the Department of Labor is stated as an answer to a FAQ on its website at: <https://www.illinois.gov/idol/FAQs/Pages/prevailing-wage-faq.aspx>. The Developer shall indemnify and hold harmless the City, and all City elected or appointed officials, officers,

employees, agents, representatives, engineers, consultants and attorneys (collectively, the Indemnified Parties), from any and all claims that may be asserted against the Indemnified Parties or one or more of them, in connection with the applicability, determination, and/or payments made under the Illinois Prevailing Wage Act (820 ILCS 130/0.01 et. seq.), the Illinois Procurement Code, and/or any similar State or Federal law or regulation. In addition, the Developer agrees to indemnify and hold harmless the City for any claim asserted against the City arising from the Developer's Project and/or this Agreement or any challenge to the eligibility of project costs reimbursed to the Developer hereunder. This obligation to indemnify and hold harmless obligates Developer to defend any such claim and/or action, pay any liabilities and/or penalties imposed, and pay all defense costs of City, including but not limited to the reasonable attorney fees of City.

T. ENTIRE AGREEMENT

The terms and conditions set forth in this Agreement and exhibits attached hereto supersede all prior oral and written understandings and constitute the entire agreement between the City and the Developer with respect to the subject matter hereof.

U. WARRANTY OF SIGNATORIES

The signatories of Developer warrant full authority to both execute this Agreement and to bind the entity in which they are signing on behalf of.

V. TERM OF THE AGREEMENT

This Agreement shall expire upon the final receipt of increment to which the Developer is entitled pursuant to Section C above. The Agreement shall expire sooner if the Developer files for bankruptcy or otherwise becomes insolvent, the Property becomes the subject of foreclosure proceedings, or upon any other default by the Developer of this Agreement.

IN WITNESS WHEREOF the Parties hereto have caused this Agreement to be executed by their duly authorized officers on the above date at Pekin, Illinois.

CITY OF PEKIN, ILLINOIS

ROBERT J. STANLEY

By: _____
Mayor

Robert J. Stanley

and

ATTEST:

KIMBERLY STANLEY

City Clerk

Kimberly Stanley

EXHIBIT 1

SUMMARY OF ESTIMATED TIF ELIGIBLE PROJECT COSTS

**ROBERT J. STANLEY AND KIMBERLY STANLEY
“Robert and Kimberly Stanley Redevelopment Project”**

Pekin Court Street TIF District, City of Pekin, Tazewell County, Illinois

Project Description: Developer owns the Property and is proceeding with plans to construct a single-family residence thereon with a market value of greater than \$300,000.00.

Location: 1919 Velde Drive, Pekin, Illinois

Parcel Number: 04-04-25-114-006

Estimated Eligible Project Costs:

Land Acquisition \$40,000

Total *Estimated* Eligible Project Costs \$40,000.00

*The Developer’s total reimbursement of Eligible Project Costs under Sections C of the Agreement shall not exceed the limitation set forth in Section C of the Agreement.

EXHIBIT 2

**CITY OF PEKIN, ILLINOIS
PEKIN COURT STREET TIF DISTRICT**

**PRIVATE PROJECT
REQUEST FOR REIMBURSEMENT
BY ROBERT J. STANLEY AND KIMBERLY STANLEY**

Date_____

Attention: City TIF Administrator, City of Pekin, Illinois

Re: TIF Redevelopment Agreement, dated January 13, 2025
by and between the City of Pekin, Illinois, and Robert J. Stanley and Kimberly Stanley (the
“Developer”)

The City of Pekin is hereby requested to disburse funds from the Special Tax Allocation Fund pursuant to the Redevelopment Agreement described above in the following amount(s), to the Developer and for the purpose(s) set forth in this Request for Reimbursement. The terms used in this Request for Reimbursement shall have the meanings given to those terms in the Redevelopment Agreement.

1. REQUEST FOR REIMBURSEMENT NO. _____
2. PAYMENT DUE TO: Robert J. Stanley and Kimberly Stanley
3. AMOUNTS REQUESTED TO BE DISBURSED:

Description of TIF Eligible Project Cost	Amount
Total	

4. The amount requested to be disbursed pursuant to this Request for Reimbursement will be used to reimburse the Developer for Redevelopment Project Costs for the Project detailed in ***Exhibit “1”*** of the Redevelopment Agreement.
5. The undersigned certifies and swears under oath that the following statements are true and correct:

- (i) the amounts included in (3) above were made or incurred or financed and were necessary for the Project and were made or incurred in accordance with the construction contracts, plans and specifications heretofore in effect; and
- (ii) the amounts paid or to be paid, as set forth in this Request for Reimbursement, represent a part of the funds due and payable for TIF Eligible Redevelopment Project Costs; and
- (iii) the expenditures for which amounts are requested represent proper Redevelopment Project Costs as identified in the "Limitation of Incentives to Developer" described in *Section "D"* of the Redevelopment Agreement: have not been included in any previous Request for Reimbursement; have been properly recorded on the Developer's books; are set forth with invoices attached for all sums for which reimbursement is requested; and proof of payment of the invoices; and
- (iv) the amounts requested are not greater than those necessary to meet obligations due and payable or to reimburse the Developer for its funds actually advanced for Redevelopment Project Costs; and
- (v) the Developer is not in default under the Redevelopment Agreement and nothing has occurred to the knowledge of the Developer that would prevent the performance of its obligations under the Redevelopment Agreement.

Any violation of this oath shall constitute a default of the Redevelopment Agreement and shall be cause for the City to unilaterally terminate the Redevelopment Agreement.

6. Attached to this Request for Reimbursement is ***Exhibit "1"*** of the Redevelopment Agreement, together with copies of invoices, proof of payment of the invoices, and Mechanic's Lien Waivers relating to all items for which reimbursement is being requested.

BY: _____ (Developer)

TITLE: _____

CITY OF PEKIN, ILLINOIS

BY: _____

TITLE: _____ DATE: _____

JACOB & KLEIN, LTD. & THE ECONOMIC DEVELOPMENT GROUP, LTD.

BY: _____

TITLE: _____ DATE: _____

**REQUEST FOR COUNCIL ACTION**

Agenda Date: January 13, 2025
To: Members of the City Council
From: Josie Esker, City Engineer

AGENDA ITEM: Ordinance No. 4265-24/25 Approving Purchase of Property at 1013 Court Street

DESCRIPTION: This resolution is to approve the purchase of a portion of property at McDonald's at 1013 Court Street, which is required for the Court Street construction project. The City needs a strip of land along Court Street in order to construct wider sidewalks along this corridor. The City obtained an appraisal, a copy of which is included in the packet, stating that the value of the taking and easements is \$22,195.00. The City offered \$22,195.00, and the owner accepted. This land purchase is coming before council because it exceeds the spending authority of the City Engineer for land purchases on this project. Staff recommends approval.

FINANCIAL IMPACT:

Requested Amount: \$22,195.00

Line Item: 445-041-580200

Line/Category: Land Acquisition/Capital

Line / Category Budgeted Amount: \$500,000.00 / \$1,140,000

Line / Category Remaining Funds: \$267,414.51 / \$664,472.77

Notes:

Award Type: N/A

REVIEWED BY:

Jim Vasselli, City Attorney	Approved - 1/7/2025
Eric Dubrowski, Finance Director	Approved - 1/7/2025
Robert Grogan, Finance Consultant	Approved - 1/8/2025
John Dossey, City Manager	Approved - 1/8/2025
Sue McMillan, City Clerk	Final Approval - 1/10/2025

Ordinance No. 4265-24/25 Approving Purchase of Property at 1013 Court Street

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 desires to purchase a portion of the property at 1013 Court Street at McDonald's, more particularly described in Exhibit A attached hereto, to use as additional right-of-way for the Court Street Rehabilitation project (the "Property"); and

WHEREAS, the City further requires a temporary construction easement and permanent easement across the Property for the purpose of performing work on the project and providing room for utility relocation; and

WHEREAS, the City has negotiated the purchase of such Property and easements under the terms and conditions set forth in Exhibit A.

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 purchase of the Property and easements for the purchase price of \$22,195.00 and under such further terms and conditions set forth in Exhibit A is approved, subject to confirmation by the City Attorney that such purchase shall result in clear and marketable title to the Property. Such confirmation shall be in the form of a title commitment and issuance of an owner's title insurance policy by a reputable title company, or such other confirmation as the City Attorney deems sufficient and appropriate.

Section 3. Upon confirmation that the owner of the Property can grant clear and marketable title thereto to the City, the Finance Director is directed to release funds necessary to pay the agreed purchase price for the Property and temporary construction easement, as set forth in Exhibit A, and the Mayor and the City Clerk are authorized to execute and attest to any documents necessary to effectuate the transfer of title of the Property and grant of the temporary construction easement to the City.

RESULT:	PASSED (7 TO 0)
MOVER:	Council Member Lloyd Orrick
SECONDER:	1st Alternate Mayor Pro Tem John Abel
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Council Member Hilst, Council Member Orrick, Mayor Pro Tem Hohimer, Council Member Onken
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

Owner McDonalds USA, LLC
Address 1013 Court St.
Pekin, IL 61554
Route FAP 693(Court Street)
County Tazewell
Job No. C-94-051-24
Parcel No. 030
P.I.N. No. 04-10-02-115-008
Section 20-00196-01-RS
Project No. J35T(004)
Contract No. 89859
Catalog No. 036497-00D

WARRANTY DEED
(Limited Liability Company) (Non-Freeway)

McDonalds USA, LLC, a Delaware limited liability company, organized and existing under and by virtue of the laws of the State of Delaware and duly authorized to do business under the Statutes of the State of Illinois, (Grantor), for and in consideration of Eight Thousand Five Hundred and 00/100 Dollars (\$8,500.00), receipt of which is hereby acknowledged, and pursuant to the authority given by the member(s) of said company, grants, conveys, and warrants to the City of Pekin, (Grantee), the following described real estate:

See attached legal description.

situated in the County of Tazewell, State of Illinois. The above-described real estate and improvements located thereon are herein referred to as the "premises."

Grantor, without limiting the interest above granted and conveyed, acknowledges that upon payment of the agreed consideration, all claims arising out of the above acquisition have been settled, including without limitation, any diminution in value to any remaining property of the Grantor caused by the opening, improving and using the premises for roadway purposes. This acknowledgment does not waive any claim for trespass or negligence against the Grantee or Grantee's agents which may cause damage to the Grantor's remaining property.

Dated this 21st day of November, 2024.

McDonald's USA, LLC a Delaware
limited liability company

Company Name

By:

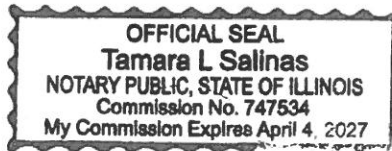
Signature

Sallie Lupescu, Senior Counsel
Print Name and Title

State of Illinois)
County of Cook) ss
)

This instrument was acknowledged before me on November 21, 2024, by
Sallie Lupescu, as Senior Counsel
of McDonald's USA, LLC a Delaware limited liability company

(SEAL)



Tamara L. Salinas
Notary Public

My Commission Expires:

4/4/2027

Exempt under 35 ILCS 200/31-45(b), Real Estate Transfer Tax Law.

November 21, 2024
Date

Sallie Lupescu
Buyer, Seller or Representative

This instrument was prepared by and after
recording, mail this instrument and future tax bills to:

City of Pekin
ATTN: City Engineer
111 S. Capitol St.
Pekin, IL 61554

AREA A

A PART OF LOTS 2 THROUGH 8 OF HAINES ADDITION OF PEKIN OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWEILL COUNTY, ILLINOIS, AS SHOWN BY THE PLAT RECORDED IN PLAT BOOK "C", PAGE 2, IN THE TAZEWEILL COUNTY RECORDERS OFFICE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 8; THENCE NORTH 62 DEGREES 58 MINUTES 19 SECONDS WEST, ON THE EXISTING NORTHEASTERLY RIGHT OF WAY LINE OF COURT STREET, 416.39 FEET TO THE EAST RIGHT OF WAY LINE OF 10TH STREET; THENCE NORTH 00 DEGREES 19 MINUTES 12 SECONDS WEST, ON SAID EAST RIGHT OF WAY LINE, 66.92 FEET TO A SET IRON ROD WITH CAP; (THE NEXT 3 COURSES BEING ON THE PROPOSED NORTHEASTERLY RIGHT OF WAY LINE OF COURT STREET; THENCE SOUTH 05 DEGREES 53 MINUTES 02 SECONDS EAST, 39.73 FEET TO A SET IRON ROD WITH CAP; THENCE SOUTH 32 DEGREES 11 MINUTES 08 SECONDS EAST, 49.80 FEET TO A SET IRON ROD WITH CAP; THENCE SOUTH 62 DEGREES 57 MINUTES 37 SECONDS EAST, 382.49 FEET TO A SET IRON ROD WITH CAP ON THE EAST LINE OF SAID LOT 8; THENCE SOUTH 00 DEGREES 53 MINUTES 24 SECONDS EAST, ON SAID EAST LINE, 0.59 FEET TO THE POINT OF BEGINNING, CONTAINING 795 SQUARE FEET, MORE OR LESS, OR 0.018 ACRES, MORE OR LESS.

AREA B

A PART OF LOT 2 OF HAINES ADDITION OF PEKIN OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWEILL COUNTY, ILLINOIS, AS SHOWN BY THE PLAT RECORDED IN PLAT BOOK "C", PAGE 2, IN THE TAZEWEILL COUNTY RECORDERS OFFICE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 2; THENCE NORTH 89 DEGREES 16 MINUTES 15 SECONDS EAST, ON THE NORTH LINE OF SAID LOT 2, 9.97 FEET TO A SET IRON ROD WITH CAP; THENCE SOUTH 43 DEGREES 00 MINUTES 41 SECONDS WEST, ON THE PROPOSED RIGHT OF WAY LINE OF 10TH STREET, 14.53 FEET TO A SET IRON ROD WITH CAP ON THE EXISTING EAST RIGHT OF WAY LINE OF 10TH STREET; THENCE NORTH 00 DEGREES 19 MINUTES 12 SECONDS WEST, ON SAID EXISTING EAST RIGHT OF WAY LINE, 10.50 FEET TO THE POINT OF BEGINNING, CONTAINING 52 SQUARE FEET, MORE OR LESS, OR 0.001 ACRE, MORE OR LESS.

THE SAID TRACTS A AND B CONTAIN A TOTAL OF 847 SQUARE FEET, MORE OR LESS OR 0.019 ACRES.

CADD DRAWING:
PROJECT: J35T(004)
FILE:

R. O. W.	COMPUTED	BY	DATE
PLAT	CHECKED	DASH	
NOTE BOOK	INKED	DASH	
	INK CHECKED		
No.			

CATALOG NO. : 036497-000

CONTRACT NO. : 89859

DEREK A. S. HUFFMAN - ILLINOIS PROFESSIONAL
LAND SURVEYOR NO. 035,003899
MY LICENSE EXPIRES 11/30/2024

D.A.S. 4-22-2024

THIS IS TO CERTIFY THAT THIS IS A TRUE AND CORRECT PLAT
OF SURVEY MADE UNDER MY DIRECTION FOR THE CITY OF PEKIN,
ILLINOIS. THIS PROFESSIONAL SERVICE CONFORMS TO THE
CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.



FIELD WORK COMPLETION: OCT 2023

REVISED:

Signed

Recorded

BOOK

DOCUMENT NO.

PAGE

P030

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

HAINES ADDITION
P.B. "C" PG. 2
© T.C.R.O.

04-10-02-115-008

OWNER:
MCDONALDS USA, LLC,
A DELAWARE LIMITED LIABILITY
COMPANY

BEARINGS SHOWN HEREON ARE BASED ON ILLSPCINAD 83) IL WEST
ZONE ("1202") USING GEOID G12B, NAVD 88 AND WITH
A COMBINED FACTOR OF 0.9999968.



LEGEND:

- P.O.B. POINT OF BEGINNING
- R.O.W. RIGHT OF WAY
- SET 1/2" ROD W/CAP
- FND IRON ROD/PIPE
- ⊗ FND ROW MARKER
- ℙ PROPERTY LINE
- T.C.R.O. TAZEWELL COUNTY RECORDERS OFFICE
- EXISTING EXISTING
- PROPOSED PROPOSED
- RIGHT OF WAY LINE RIGHT OF WAY LINE

P030

OWNER INFO
MCDONALDS USA, LLC,
A DELAWARE LIMITED
LIABILITY COMPANY

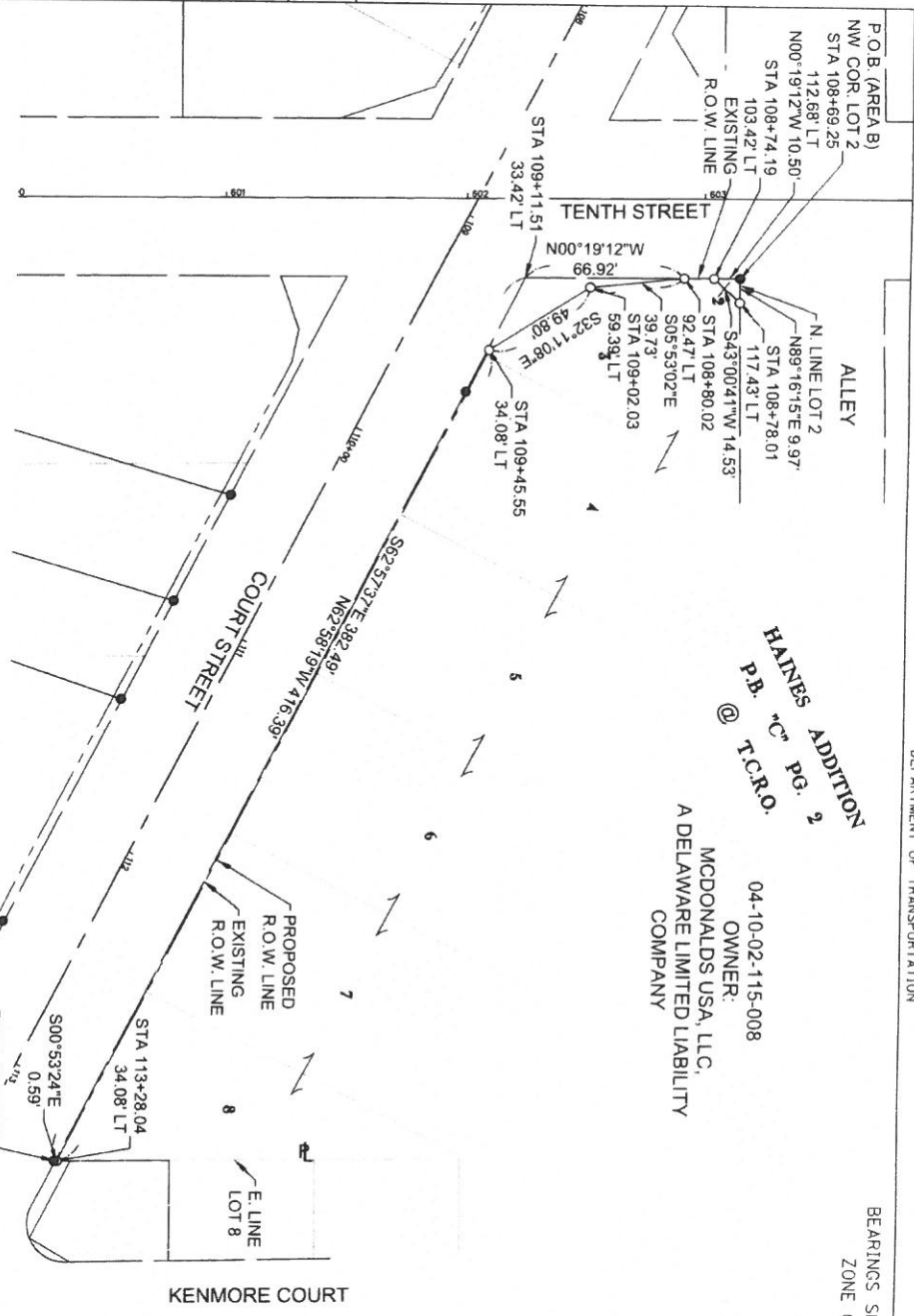
795 SQ. FT. ±, OR 0.018 ACRES ±
52 SQ. FT. ±, OR 0.001 ACRES ±

A PART OF LOTS 2 THROUGH 8 OF HAINES ADDITION OF
PEKIN OF THE NORTHWEST QUARTER OF SECTION 2,
TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE 3RD P.M.,
TAZEWELL COUNTY, ILLINOIS.

RIGHT OF WAY PLAT

FAP 693
SHEET 1 OF 1
SCALE: 1" = 50'
DECEMBER 2023

SECTION: 20-00196-01-RS
JOB NO.: C-94-051-24



Owner McDonalds USA LLC
Address 1013 Court St.
Pekin, IL 61554
Route FAP 693(Court Street)
County Tazewell
Job No. C-94-051-24
Parcel No. 030TE
P.I.N. No. 04-10-02-115-008
Section 20-00196-01-RS
Project No. J35T(004)
Contract No. 89859
Catalog No. 036497-00D

TEMPORARY CONSTRUCTION EASEMENT
(Limited Liability Company)

McDonalds USA LLC, a Delaware limited liability company organized and existing under and by virtue of the laws of the State of Delaware and duly authorized to do business under the Statutes of the State of Illinois, (Grantor), for and in consideration of Four Thousand Sixty and 00/100 Dollars (\$4,060.00), receipt of which is hereby acknowledged, and pursuant to the authority given by the member(s) of said company, hereby represents that Grantor owns the fee simple title to and grants and conveys to the City of Pekin, (Grantee), a temporary construction easement for the purpose of entrance reconstruction, grading, shaping and other roadway purposes, on, over, and through the following described real estate:

See attached legal description.

situated in the County of Tazewell, State of Illinois. The above-described real estate and improvements located thereon are herein referred to as the "premises."

The right, easement and privilege granted herein shall terminate three years from the execution of this document, or on the completion of the proposed project, whichever is the sooner.

Grantor shall have and retain all rights to use and occupy the premises and access to Grantor's remaining property, except as herein expressly granted; provided, however, that Grantor's use and occupation of the premises may not interfere with Grantee's use of the premises for the purposes herein described.

Grantor, without limiting the interest above granted and conveyed, acknowledges that upon payment of the agreed consideration, all claims arising out of the above acquisition have been settled, including without limitation, any diminution in value to any remaining property of the Grantor caused by the opening, improving and using the premises for roadway purposes. This acknowledgment does not waive any claim for trespass or negligence against the Grantee or Grantee's agents which may cause damage to the Grantor's remaining property.

This grant shall constitute a covenant, which runs with the land, and shall be binding upon the legal representative, successors and assigns of Grantor.

Dated this 21st day of November, 2024.

McDonald's USA, LLC a Delaware
limited liability company

Company Name

By:

Signature

Sallie Lupescu, Senior Counsel
Print Name and Title

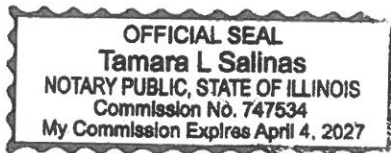
State of Illinois

County of Cook

)
) ss
)

This instrument was acknowledged before me on November 21, 2024, by
Sallie Lupescu, as Senior Counsel
of McDonald's USA, LLC a Delaware limited liability company.

(SEAL)



Tamara L. Salinas
Notary Public

My Commission Expires:

4/4/2027

This instrument was prepared by and after
recording return to:

City of Pekin
ATTN: City Engineer
111 S. Capitol St.
Pekin, IL 61554

A PART OF LOT 7 AND LOT 8 OF HAINES ADDITION OF PEKIN OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWELL COUNTY, ILLINOIS, AS SHOWN BY THE PLAT RECORDED IN PLAT BOOK "C", PAGE 2, IN THE TAZEWELL COUNTY RECORDERS OFFICE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 8; THENCE NORTH 62 DEGREES 58 MINUTES 19 SECONDS WEST, ON THE EXISTING NORTHEASTERLY RIGHT OF WAY LINE OF COURT STREET, 20.62 FEET; THENCE NORTH 27 DEGREES 02 MINUTES 23 SECONDS EAST, 5.52 FEET TO THE POINT OF BEGINNING:

FROM THE POINT OF BEGINNING, THENCE NORTH 62 DEGREES 57 MINUTES 37 SECONDS WEST, 72.69 FEET; THENCE NORTH 86 DEGREES 50 MINUTES 41 SECONDS EAST, 6.97 FEET; THENCE NORTH 26 DEGREES 35 MINUTES 57 SECONDS EAST, 14.78 FEET; THENCE SOUTH 61 DEGREES 14 MINUTES 42 SECONDS EAST, 6.53 FEET; THENCE SOUTH 22 DEGREES 40 MINUTES 36 SECONDS WEST, 12.84 FEET; THENCE SOUTH 62 DEGREES 57 MINUTES 37 SECONDS EAST, 59.27 FEET; THENCE SOUTH 27 DEGREES 02 MINUTES 23 SECONDS WEST, 5.28 FEET TO THE POINT OF BEGINNING, CONTAINING 453 SQUARE FEET, MORE OR LESS, OR 0.010 ACRES, MORE OR LESS.

TEMPORARY EASEMENT B

A PART OF LOT 5 OF HAINES ADDITION OF PEKIN OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWELL COUNTY, ILLINOIS, AS SHOWN BY THE PLAT RECORDED IN PLAT BOOK "C", PAGE 2, IN THE TAZEWELL COUNTY RECORDERS OFFICE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 5; THENCE NORTH 62 DEGREES 58 MINUTES 19 SECONDS WEST, ON THE EXISTING NORTHEASTERLY RIGHT OF WAY LINE OF COURT STREET, 19.92 FEET; THENCE NORTH 27 DEGREES 02 MINUTES 23 SECONDS EAST, 5.57 FEET TO THE POINT OF BEGINNING:

FROM THE POINT OF BEGINNING, THENCE NORTH 62 DEGREES 57 MINUTES 37 SECONDS WEST, 44.57 FEET; THENCE NORTH 27 DEGREES 02 MINUTES 23 SECONDS EAST, 7.00 FEET; THENCE SOUTH 62 DEGREES 57 MINUTES 37 SECONDS EAST, 44.57 FEET; THENCE SOUTH 27 DEGREES 02 MINUTES 23 SECONDS WEST, 7.00 FEET TO THE POINT OF BEGINNING, CONTAINING 312 SQUARE FEET, MORE OR LESS, OR 0.007 ACRES, MORE OR LESS.

TEMPORARY EASEMENT C

A PART OF LOTS 2 THROUGH 4 OF HAINES ADDITION OF PEKIN OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWELL COUNTY, ILLINOIS, AS SHOWN BY THE PLAT RECORDED IN PLAT BOOK "C", PAGE 2, IN THE TAZEWELL COUNTY RECORDERS OFFICE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 2; THENCE NORTH 89 DEGREES 16 MINUTES 15 SECONDS EAST, ON THE NORTH LINE OF SAID LOT 2, 9.97 FEET TO THE POINT OF BEGINNING:

FROM THE POINT OF BEGINNING; THENCE CONTINUING NORTH 89 DEGREES 16 MINUTES 15 SECONDS EAST, ON SAID NORTH LINE, 4.31 FEET; THENCE SOUTH 11 DEGREES 23 MINUTES 30 SECONDS WEST, 32.80 FEET; THENCE SOUTH 18 DEGREES 23 MINUTES 47 SECONDS EAST, 53.03 FEET; THENCE SOUTH 38

DEGREES 41 MINUTES 01 SECONDS EAST, 29.25 FEET; THENCE NORTH 62 DEGREES 57 MINUTES 37 SECONDS WEST, 19.41 FEET TO THE PROPOSED RIGHT OF WAY LINE OF COURT STREET; THENCE NORTH 32 DEGREES 11 MINUTES 08 SECONDS WEST, ON SAID PROPOSED RIGHT OF WAY LINE, 40.03 FEET; THENCE NORTH 05 DEGREES 53 MINUTES 02 SECONDS WEST, ON SAID PROPOSED RIGHT OF WAY LINE, 39.73 FEET TO THE EXISTING EAST RIGHT OF WAY LINE OF 10TH STREET; THENCE NORTH 00 DEGREES 19 MINUTES 12 SECONDS WEST, ON SAID EAST RIGHT OF WAY LINE, 12.40 FEET TO THE PROPOSED RIGHT OF WAY LINE OF 10TH STREET; THENCE NORTH 43 DEGREES 00 MINUTES 41 SECONDS EAST, ON SAID PROPOSED RIGHT OF WAY LINE, 14.53 FEET TO THE POINT OF BEGINNING, CONTAINING 991 SQUARE FEET, MORE OR LESS, OR 0.023 ACRES, MORE OR LESS.

THE SAID TRACTS A, B AND C CONTAIN A TOTAL OF 1,756 SQUARE FEET, MORE OR LESS OR 0.041 ACRES.

CADD DRAWING:
PROJECT: J35T(004)
FILE:

R. O. W.	BY	DATE
COMPUTED	DASH	
CHECKED		
INKE	DASH	
INK CHECKED		
No.		

CATALOG NO. : 036497-000

CONTRACT NO. : 89859

BEARINGS SHOWN HEREON ARE BASED ON
ILSPCNAD 83) IL WEST ZONE ("1202")
USING GEOID G12B, NAVD 88 AND WITH
A COMBINED FACTOR OF 0.999968.

OWNER INFO
MCDONALDS USA, LLC,
A DELAWARE LIMITED
LIABILITY COMPANY

TE030

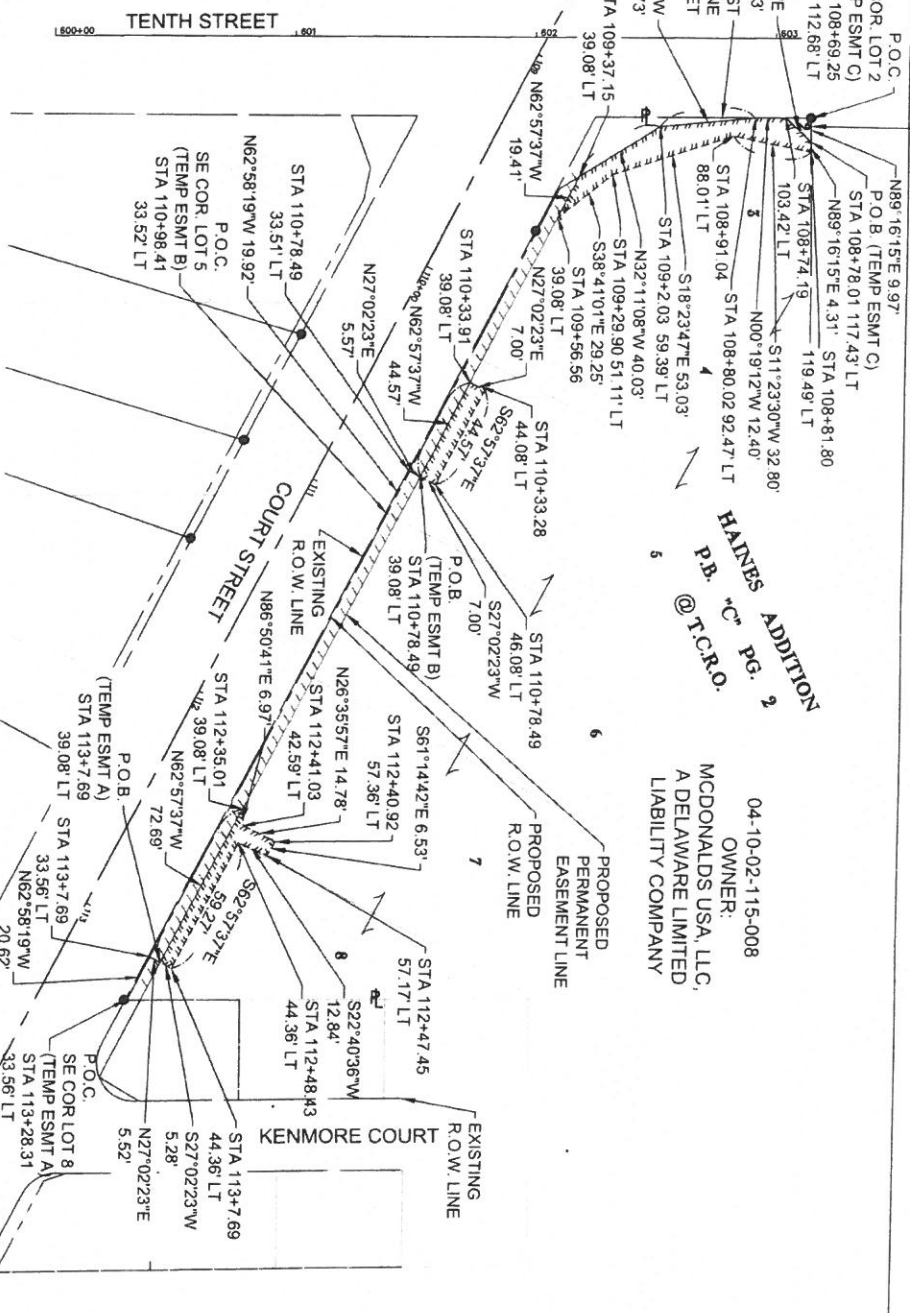
AREA = 453 ⁵⁰/₁₀₀ FT. ± OR 0.010
ACRES ±
AREA = 312 ⁵⁰/₁₀₀ FT. ± OR 0.007
ACRES ±
AREA = 991 ⁵⁰/₁₀₀ FT. ± OR 0.023
ACRES ±

LEGEND:

- P.O.B. POINT OF BEGINNING
- P.O.C. POINT OF COMMENCEMENT
- R.O.W. RIGHT OF WAY
- SET 1/2" ROD W/CAP
- END IRON ROD/PIPE
- ⊕ FND ROW MARKER
- ⊕ PROPERTY LINE
- ⊕ T.C.R.O. TAZEWELL COUNTY RECORDER'S OFFICE
- EXISTING RIGHT OF WAY LINE
- PROPOSED RIGHT OF WAY LINE
- PROPOSED PERMANENT EASEMENT LINE
- PROPOSED TEMPORARY EASEMENT LINE

FIELD WORK COMPLETION: OCTOBER 2023

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION



THIS IS TO CERTIFY THAT THIS IS A TRUE AND CORRECT PLAT OF
SURVEY MADE UNDER MY DIRECTION FOR THE CITY OF PEKIN, ILLINOIS.
THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM
STANDARDS FOR A BOUNDARY SURVEY.

Derek A. S. Huffman
4-22-2024
DEREK A. S. HUFFMAN - ILLINOIS PROFESSIONAL
LAND SURVEYOR NO. 035,003899
MY LICENSE EXPIRES 11/30/2024



A PART OF LOTS 2, 3, 4, 5, 7 AND 8 OF HAINES ADDITION
OF PEKIN OF THE NORTHWEST QUARTER OF SECTION 2,
TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE 3RD P.M.,
TAZEWELL COUNTY, ILLINOIS.

TEMPORARY EASEMENT PLAT

FAP 693
SHEET 1 OF 1
SCALE: 1" = 50'
DECEMBER 2023

SECTION: 20-00196-01-RS
JOB NO.: C-94-051-24

REVISED:

Signed

Recorded

BOOK

PAGE

TE030

Owner McDonalds USA LLC
Address 1013 Court St.
Pekin, IL 61554
Route FAP 693(Court Street)
County Tazewell
Job No. C-94-051-24
Parcel No. 030PE
P.I.N. No. 04-10-02-115-008
Section 20-00196-01-RS
Project No. J35T(004)
Contract No. 89859
Catalog No. 036497-00D

PERMANENT EASEMENT
(Limited Liability Company)

McDonalds USA LLC, a Delaware limited liability company, organized and existing under and by virtue of the laws of the State of Delaware and duly authorized to do business under the Statutes of the State of Illinois, (Grantor), for and in consideration of Nine Thousand Six Hundred Thirty Five and 00/100 Dollars (\$9,635.00), receipt of which is hereby acknowledged, and pursuant to the authority given by the member(s) of said company, hereby represents that Grantor owns the fee simple title to and grants and conveys to the City of Pekin, (Grantee), a permanent easement for the purpose of utility installation and maintenance, sidewalk installation and for other roadway purposes, on, over and through the following described real estate:

See attached legal description.

situated in the County of Tazewell, State of Illinois and hereby releases and waives all right under and by virtue of the Homestead Exemption Laws of the State of Illinois. The above-described real estate and improvements located thereon are herein referred to as the "premises."

Grantor shall have and retains all rights to use and occupy the premises and access to Grantor's remaining property, except as herein expressly granted; provided, however, Grantor's use and occupation of the premises may not interfere with Grantee's use of the premises for the purposes herein described.

This permanent easement is made, executed and delivered pursuant to a resolution duly adopted at a meeting of the members of the said limited liability company held on the 9th day of August, 2024.

Grantor, without limiting the interest above granted and conveyed, acknowledges that upon payment of the agreed consideration, all claims arising out of the above acquisition have been settled, including without limitation, any diminution in value to any remaining property of the Grantor caused by opening, improving, and using the premises for roadway purposes. This acknowledgment does not waive any claim for trespass or negligence against the Grantee or Grantee's agents which may cause damage to Grantor's remaining property.

This grant shall constitute a covenant, which runs with the land, and shall be binding upon the legal representatives, successors and assigns of Grantor.

Dated this 21st day of November, 2024.

McDonalds USA LLC, a Delaware
limited liability company

Company Name

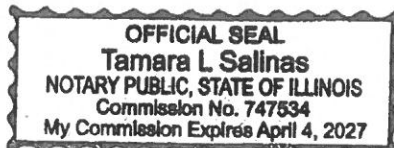
By:

Sallie Lupescu
Signature
Sallie Lupescu, Senior Counsel
Print Name and Title

State of Illinois)
County of COOK) ss

This instrument was acknowledged before me on November 21, 2024, by
Sallie Lupescu, as Senior Counsel
of McDonalds USA LLC, a Delaware limited liability company

(SEAL)



Tamara L. Salinas
Notary Public

My Commission Expires: 4/4/2027

This instrument was prepared by and after recording, return to:

City of Pekin
ATTN: City Engineer
111 S. Capitol St.
Pekin, IL 61554

PART OF LOTS 3 THROUGH 8 OF HAINES ADDITION OF PEKIN OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWELL COUNTY, ILLINOIS, AS SHOWN BY THE PLAT RECORDED IN PLAT BOOK "C", PAGE 2, IN THE TAZEWELL COUNTY RECORDERS OFFICE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 8; THENCE NORTH 00 DEGREES 53 MINUTES 24 SECONDS WEST, ON THE EAST LINE OF SAID LOT 8, 0.59 FEET TO A SET IRON ROD WITH CAP ON THE PROPOSED NORTHEASTERLY RIGHT OF WAY LINE OF COURT STREET AS THE POINT OF BEGINNING:

FROM THE POINT OF BEGINNING, THENCE NORTH 62 DEGREES 57 MINUTES 37 SECONDS WEST, ON SAID PROPOSED NORTHEASTERLY RIGHT OF WAY LINE, 382.49 FEET TO A SET IRON ROD WITH CAP; THENCE CONTINUING NORTH 32 DEGREES 11 MINUTES 08 SECONDS WEST, ON SAID PROPOSED NORTHEASTERLY RIGHT OF WAY LINE, 9.77 FEET; THENCE SOUTH 62 DEGREES 57 MINUTES 37 SECONDS EAST, 388.23 FEET TO SAID EAST LINE; THENCE SOUTH 00 DEGREES 53 MINUTES 24 SECONDS EAST, ON SAID EAST LINE, 5.66 FEET TO THE POINT OF BEGINNING, CONTAINING 1927 SQUARE FEET, MORE OR LESS, OR 0.044 ACRES, MORE OR LESS.

CADD DRAWING:
PROJECT: J35T(004)
FILE:

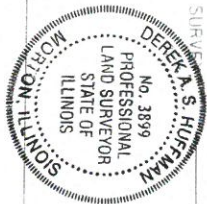
R. O. W.	BY	DATE
COMPUTED	DASH	
CHECKED		
INKE	DASH	
INK CHECKED		

CATALOG NO. : 036497-000

CONTRACT NO. : 89859

THIS IS TO CERTIFY THAT THIS IS A TRUE AND CORRECT PLAT
OF SURVEY MADE UNDER MY DIRECTION FOR THE CITY OF PEKIN,
ILLINOIS. THIS PROFESSIONAL SERVICE CONFORMS TO THE
CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

Derek A. S. Huff
3-19-2024
DEREK A. S. HUFFMAN - ILLINOIS PROFESSIONAL
LAND SURVEYOR NO. 035,003,899
MY LICENSE EXPIRES 11/30/2024



REVISED:

Signed

Record 980

FIELD WORK COMPLETION: OCT 2023

BOOK

PAGE

(PE030)

PERMANENT EASEMENT
SECTION 20-00196-01-RS
JUNE 00: C-94-051-24
DECEMBER 2023

A PART OF LOTS 3 THROUGH 8 OF HAINES ADDITION OF
PEKIN OF THE NORTHWEST QUARTER OF SECTION 2,
TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE 3RD P.M.,
TAZEWELL COUNTY, ILLINOIS.

1,927 SQ. FT. ±, OR 0.044 ACRES

OWNER JMC
MCDONALDS USA LLC,
A DELAWARE LIMITED LIABILITY COMPANY

(PE030)

PROPOSED
RIGHT OF WAY LINE
PROPOSED PERMANENT
EASEMENT LINE



LEGEND:
P.O.B. POINT OF BEGINNING
P.O.C. POINT OF COMMENCEMENT
R.O.W. RIGHT OF WAY
SET 1/2" ROD W/CAP
END IRON ROD/P/PE
END ROW MARKER
PROPERTY LINE
T.C.F.O. TAZEWELL COUNTY
RECORDER'S OFFICE
EXISTING
RIGHT OF WAY LINE
PROPOSED
RIGHT OF WAY LINE
PROPOSED PERMANENT
EASEMENT LINE

BEARINGS SHOWN HEREON ARE BASED ON ILSPONAD 830 TL WEST
ZONE (112027) USING GEOD 6125, NAVD 88 AND WITH
A COMBINED FACTOR OF 0.999965.

HAINES ADDITION
P.B. "C" PG. 2
@T.C.R.O.

04-10-02-115-008
OWNER:
MCDONALDS USA LLC, A DELAWARE
LIMITED LIABILITY COMPANY
DOC #20150006502
@T.R.C.O.

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

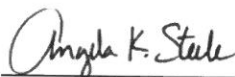
McDONALD'S USA, LLC

SECRETARY'S CERTIFICATE

I, Angela K. Steele, an officer of McDonald's USA, LLC, a limited liability company organized under the laws of the State of Delaware (the "Company"), certify as follows, as of the date hereof:

1. I am the duly appointed, qualified and acting Vice President and Secretary of the Company.
2. The Board of Directors of the Company duly adopted resolutions, on August 9, 2024 (the "Resolutions"), a true and correct copy of which is attached hereto as Exhibit A, to authorize certain officers and employees of the Company to execute documents in connection with real estate and construction matters on behalf of the Company, and such resolutions have not been amended, modified or rescinded in any way and remain in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand on this 19th day of August, 2024.



Angela K. Steele
Vice President and Secretary

**WRITTEN CONSENT IN LIEU OF A MEETING
OF THE BOARD OF DIRECTORS
OF
McDONALD'S USA, LLC**

The undersigned, being all the members of the Board of Directors (the "Board") of McDonald's USA, LLC, a Delaware limited liability company (the "Company"), and acting on behalf of the Company, pursuant to the Delaware Limited Liability Company Act and the Company's Limited Liability Company Agreement, hereby adopt, authorize and approve by this written consent the resolutions set forth below with the same force and effect as if they had been adopted at a duly convened meeting of the Board of the Company:

Authority for U.S. Construction Matters

RESOLVED, That any officers of the Company or McDonald's Corporation ("Corp"); any Senior Director in the U.S. Restaurant Development department of the Company; and any attorney at the Director level or above of Corp practicing in the U.S. Legal department, are authorized to execute for and on behalf of the Company, such agreements, documents, certificates and all other instruments as may be necessary or appropriate in connection with construction projects undertaken by the Company; provided, however, that the authority granted to the Senior Director will only be for construction projects up to a limit of Three Million Dollars (\$3,000,000) per construction project.

FURTHER RESOLVED, That each Director of the Company in the U.S. Restaurant Development department is authorized to execute in the name of and on behalf of the Company such agreements, documents, certificates and all other instruments as may be necessary or appropriate in connection with construction projects undertaken by the Company in his or her respective geographic area of responsibility, up to a limit of One Million Four Hundred Thousand Dollars (\$1,400,000) per construction project.

FURTHER RESOLVED, That each Senior Manager and Manager of the Company in the U.S. Restaurant Development department is authorized to execute in the name of and on behalf of the Company such agreements, documents, certificates and all other instruments as may be necessary or appropriate in connection with construction projects undertaken by the Company in his or her respective geographic area of responsibility, up to a limit of Fifty Thousand Dollars (\$50,000) per occurrence not to exceed Three Hundred Thousand Dollars (\$300,000) per project.

FURTHER RESOLVED, That any of the above signatories for U.S. construction matters; any Assistant Secretary and any Assistant Treasurer of the Company and any attorney of Corp practicing in the U.S. Legal department are authorized to attest to the signatures on any documents that have been executed pursuant to the foregoing resolutions (except that no individual may attest to his or her own signature).

FURTHER RESOLVED, That any of the above signatories for U.S. construction matters may also sign governmental permit and zoning applications and forms for construction projects undertaken by the Company, including but not limited to any documents in connection with a condemnation proceeding, in his or her respective geographical area of responsibility.

FURTHER RESOLVED, That each Supervisor of the Company in the U.S. Restaurant Development department is authorized to execute in the name of and on behalf of the Company

governmental permit and zoning applications and forms for construction projects undertaken by the Company, including but not limited to any documents in connection with a condemnation proceeding, in his or her respective geographical area of responsibility. Notwithstanding the foregoing, the authority granted to any Supervisor will not apply to permits, applications or forms that include indemnity provisions, provisions that bind the Company to future obligations or that take away any of the Company's existing rights.

FURTHER RESOLVED, That the resolutions previously adopted by the Board of the Company on July 10, 2024, relating to the execution of documents for construction projects and to such agreements, documents, certificates and other instruments as may be required in connection with construction projects undertaken by the Company are superseded by the above resolutions, and all actions taken by the persons duly authorized therein and in conformity therewith are in all respects confirmed, adopted and ratified as the valid and subsisting acts of this Company, having full force and effect from and after the dates thereof.

Authority for U.S. Real Estate Development Matters

RESOLVED, That any officers of the Company or Corp and any attorney at the Director level or above of McDonald's Corporation ("Corp") practicing in the U.S. Legal department (the "Authorized Signatories"), are authorized to execute for and on behalf of the Company, contracts, leases, agreements, deeds, guarantees, mortgages, promissory notes and other documents relating to the purchase, sale, lease, condemnation proceeding, or transfer of the real property of the Company (including, but not limited to, beneficial interests in land trusts) and to perform all such acts and to execute such additional documents (including, but not limited to, easements, licenses, memoranda of lease and non-disturbance agreements, powers of attorney or contracts and documents associated with the due diligence and investigation of a site) as may be necessary or appropriate in connection with such transactions.

RESOLVED, That any officer, Senior Director, Director, Senior Manager or Manager in the Global Benefits and Mobility or US Mobility department of Corp may also execute in the name of and on behalf of the Company such contracts, leases, deeds and all other instruments relating to the purchase, sale, lease or transfer of the real property of the Company (including, but not limited to, beneficial interests in land trusts and residential properties) as may be necessary or appropriate in connection with the employee relocation program.

FURTHER RESOLVED, That each Senior Director of the Company in the U.S. Restaurant Development department is authorized to execute, in the name of and on behalf of the Company, brokerage agreements associated with the Company's anticipated purchase, sale or lease of real estate, and miscellaneous contracts and purchase orders associated with the due diligence and investigation of a site pursuant to a real estate transaction entered into by the Company (including, but not limited to, contracts or purchase orders for sales analysis, soil borings or survey work) up to a limit of Three Million Dollars (\$3,000,000) per project.

FURTHER RESOLVED, That each Director of the Company in the U.S. Restaurant Development department is authorized to execute, in the name of and on behalf of the Company, brokerage agreements associated with the Company's anticipated purchase, sale or lease of real estate, and miscellaneous contracts and purchase orders associated with the due diligence and investigation of a site pursuant to a real estate transaction entered into by the Company (including, but not limited to, contracts or purchase orders for sales analysis, soil borings or survey work) up to a limit of One Million Four Hundred Thousand Dollars (\$1,400,000) per project.

FURTHER RESOLVED, That each Senior Manager and Manager of the Company in the U.S.

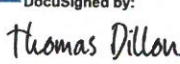
Restaurant Development department is authorized to execute, in the name of and on behalf of the Company, brokerage agreements associated with the Company's anticipated purchase, sale or lease of real estate, and miscellaneous contracts and purchase orders associated with the due diligence and investigation of a site pursuant to a real estate transaction entered into by the Company in his or her respective geographic area of responsibility (including, but not limited to, contracts or purchase orders for sales analysis, soil borings or survey work) up to a limit of Fifty Thousand Dollars (\$50,000) per occurrence not to exceed Three Hundred Thousand Dollars (\$300,000) per project.

FURTHER RESOLVED, That any of the above signatories for real estate matters, any Assistant Secretary and any Assistant Treasurer of the Company and any attorney of Corp practicing in the U.S. Legal department are authorized to attest to the signatures on any documents that have been executed pursuant to the foregoing resolutions (except that no individual may attest to his or her own signature).

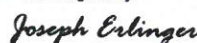
FURTHER RESOLVED, That the resolutions previously adopted by the Board of Directors of this Company on July 10, 2024 relating to the execution of documents for real estate projects and to such agreements, documents, certificates and other instruments as may be required in connection with real estate projects undertaken by the Company are superseded by the above resolutions, and all actions taken by the persons duly authorized therein and in conformity therewith are in all respects confirmed, adopted and ratified as the valid and subsisting acts of this Company, having full force and effect from and after the dates thereof.

This written consent may be executed in one or more counterparts, all of which together will constitute a single instrument.

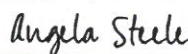
IN WITNESS WHEREOF, this written consent shall be effective on the date of its full execution.

DocuSigned by:

 Thomas Dillon

August 8, 2024
 Date

DocuSigned by:

 Joseph M. Erlinger

August 9, 2024
 Date

Signed by:

 Angela K. Steele

August 8, 2024
 Date

DS




Affidavit of Title

Owner McDonalds USA LLC
Address 1013 Court St.
Pekin, IL 61554
Route FAP 693 (Court St.)
Section 20-00196-01-RS
County Tazewell
Project J35T(004)
Job No. C-94-051-24
Parcel No. 030, PE & TE
P.I.N. No. 04-10-02-115-008
Catalog No. 036497-00D
Contract No. 89859

State of Illinois)
County of Cook) ss.

I, Sallie Lupescu, Senior Counsel

being first duly sworn upon oath states as follows:

1. Affiant has personal knowledge of the facts averred herein.
2. ☐ There are **no parties** other than Grantor in possession of any portion of the premises described in attached Exhibit "A" through easement, lease, oral or written, or otherwise, whether or not of record.
☒ There are no parties other than Grantor **and the parties listed below** in possession of any portion of the premises described in attached Exhibit "A" through easement, lease, oral or written, or otherwise, whether or not of record:
Clark Management, LLC -Franchisee

SEE ATTACHED EXHIBIT "A"

3. This affidavit is made to provide factual representation as a basis for the City of Pekin to accept a document of conveyance for the premises described in said conveyance, the premises being a portion of or all of the above described premises, from the record owners thereof.
4. The affiant has no knowledge of any driveway agreements, encroachments, overlaps, or boundary line disputes involving the premises to be conveyed.
5. The said premises described in Exhibit "A" are: (Check One)
☐ Vacant and unimproved ☐ Agricultural and unimproved
☒ Improved and
(A) There have been no improvements made or contracted for on the premises within six (6) months immediately preceding the date of the affidavit, out of which a claim for a mechanic's lien could accrue or has accrued; and
(B) To the best of my knowledge all improvements now on the premises comply with all local building and zoning ordinances.

6. There are no chattel mortgages, conditional sales contracts or financing statements existing on or in connection with the premises to be conveyed which are not shown by the public records.
7. There are no taxes or special assessments which are not shown as existing liens by the public records involving the premises described in Exhibit A.
8. Per 50 ILCS 105/3.1, the identities of all owners and beneficiaries having an interest in the premises to be conveyed are as follows (check applicable box(es) and complete information requested):

- ☐ **Individual.** Individual owner of the property is: _____
- ☐ **Nonprofit Organization.** There is no individual or other organization receiving distributable income from the organization.
- ☐ **Public Organization, including units of local government.** There is no individual or other organization receiving distributable income from the organization
- ☐ **Publicly-Traded Corporation.** There is no readily known shareholder entitled to receive more than 7-1/2% interest in the total distribution income of the corporation.
- ☒ **Corporation, Partnership, Limited Liability Company.** Those entitled to receive more than 7-1/2% of the total distributable income of said entity are as follows:

	Name	Address
*1.	N/A	
2.		
3.		
4.		

- ☐ **Land Trust or Declaration of Trust.** The identity of each beneficiary of Grantor Trust is as follows:

	Name	Address	% of Interest
*1.			
2.			
3.			
4.			

* IF THE INITIAL DISCLOSURES SHOW INTERESTS HELD BY ANOTHER CORPORATION, PARTNERSHIP, LIMITED LIABILITY COMPANY, OR TRUST, THEN FURTHER DISCLOSURES SHOULD BE PROVIDED UNTIL THE NAMES OF INDIVIDUALS OWNING THE INTEREST IN THE ENTITY ARE DISCLOSED.

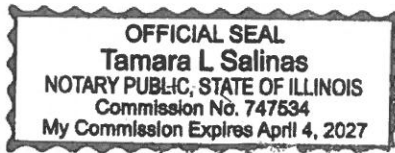
Dated this 21st day of November, 2024.

By: Sallie Lupescu ^{LS}
Signature
Sallie Lupescu, Senior Counsel
Print Name and Title if applicable

State of Illinois)
County of Cook) ss

This instrument was acknowledged before me on November 21, 2024, by
Sallie Lupescu.

(SEAL)



Tamara L. Salinas
Notary Public

My Commission Expires: 4/4/2027

NOTE: THIS AFFIDAVIT MAY BE EXECUTED AND ACKNOWLEDGED ON BEHALF OF THE RECORD OWNER(S) BY ANY **ONE** OF THE RECORD OWNERS, OFFICERS, MANAGERS, PARTNERS, OR TRUSTEES HAVING KNOWLEDGE OF THE FACTS IN THIS AFFIDAVIT.

PARCEL 1

LOT 5 AND THE WEST 52 1/2 FEET OF LOT 6 IN HAINES ADDITION TO THE CITY OF PEKIN, TAZEWELL COUNTY, ILLINOIS.

PARCEL 2

EAST 22 1/2 FEET OF LOT 6, ALL OF LOT 7 IN HAINES ADDITION, CITY OF PEKIN, EXCEPT BEGINNING AT THE NORTHEASTERLY CORNER OF LOT 7, ALSO BEING THE NORTHWESTERLY CORNER OF LOT A IN KENMORE COURT, THENCE SOUTH ALONG THE EAST LINE OF LOTS 7 AND 8, BEING ALSO THE WEST LINE OF LOT A FOR A DISTANCE OF 12.1 FEET, THENCE SOUTHWESTERLY AND PARALLEL WITH THE WEST LINE OF LOT 7 FOR A DISTANCE OF 66 FEET, THENCE NORTHWESTERLY FOR A DISTANCE OF 78.7 FEET TO A POINT IN THE NORTHERLY LINE OF SAID LOT 7, THENCE SOUTHEASTERLY ALONG SAID NORTHERLY LINE FOR A DISTANCE OF 12 FEET TO THE POINT OF A BEGINNING, AND A TRACT OF LAND OFF THE WEST SIDE OF LOT 8, SAID TRACT BEING 7.84 FEET WIDE AT THE NORTHERLY SIDE AND 6.47 FEET WIDE AT THE SOUTHERLY SIDE, ALL IN HAINES ADDITION TO THE CITY OF PEKIN, SITUATED IN TAZEWELL COUNTY, ILLINOIS

ALSO KNOWN AS:

THE EAST 22 1/2 FEET OF LOT 6 IN HAINES' ADDITION TO THE CITY OF PEKIN; ALL OF LOT 7 IN SAID HAINES' ADDITION; AND A TRACT OF LAND OFF THE WEST SIDE OF LOT 8 IN SAID HAINES' ADDITION INCLUDING THAT PORTION OF VACATED PEARL STREET ABUTTING THE EASTERLY SIDE OF SAID LOT 8 AND REVERTING TO SAID LOT 8, SAID TRACT BEING 7.84 FEET WIDE AT THE SOUTHERLY SIDE AND 6.47 FEET WIDE AT THE NORTHERLY SIDE, EXCEPT THAT PART OF SAID LOTS 7 AND 8 (INCLUDING THAT PORTION OF VACATED PEARL STREET ABUTTING THE EASTERLY SIDE OF SAID LOT 8 AND REVERTING TO SAID LOT 8) THAT IS INCLUDED IN THE FOLLOWING DESCRIBED TRACT OF LAND, BEGINNING AT THE MOST NORTHEASTERLY CORNER OF SAID LOT 8, BEING THE POINT OF INTERSECTION OF THE EAST LINE OF HAINES' ADDITION WITH THE NORTHEASTERLY LINE OF LOTS 5, 6, 7 AND 8 (INCLUDING THAT PORTION OF VACATED PEARL STREET ABUTTING THE EASTERLY SIDE OF SAID LOT 8 AND REVERTING TO SAID LOT 8) IN SAID HAINES' ADDITION, AND BEING ALSO THE NORTHWEST CORNER OF LOT "A" IN KENMORE COURT AS RECORDED IN PLAT BOOK "J", PAGE 167 IN THE RECORDER'S OFFICE OF TAZEWELL COUNTY, ILLINOIS; THENCE SOUTH ALONG THE EAST LINE OF HAINES' ADDITION, BEING ALSO THE WEST LINE OF SAID LOT "A", FOR A DISTANCE OF 12.1 FEET; THENCE SOUTHWESTERLY ALONG A LINE PARALLEL WITH THE LOT LINE BETWEEN LOTS 7 AND 8 IN HAINES' ADDITION FOR A DISTANCE OF 66 FEET, THENCE NORTHEASTERLY FOR A DISTANCE OF 78.7 FEET, MORE OR LESS, TO A POINT IN THE NORTHEASTERLY LOT LINE OF SAID LOT 7, LYING 12.0 FEET NORTHWESTERLY FROM THE PLACE OF A BEGINNING, THENCE SOUTHEASTERLY ALONG SAID NORTHEASTERLY LOT LINE OF LOT 7 AND ALONG THE NORTHEASTERLY LOT LINE OF LOT 8 FOR A DISTANCE OF 12.0 FEET TO THE PLACE OF BEGINNING

PARCEL 3.

LOTS 2, 3 AND 4 IN HAINES ADDITION IN THE CITY OF PEKIN, TAZEWELL COUNTY, ILLINOIS, AS SHOWN BY PLAT RECORDED IN PLAT BOOK "L" PAGE 59

PARCEL 4

A PART OF LOTS 7 AND 8 OF HAINES ADDITION IN THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWELL COUNTY, ILLINOIS, TOGETHER WITH THAT PORTION OF THE VACATED PEARL STREET RIGHT OF WAY LYING EASTERLY OF AND ADJACENT TO SAID LOT 8 THAT REVERTED BACK TO SAID LOT 8, ALL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS.

BEGINNING AT THE NORTHWEST CORNER OF LOT A OF KENMORE COURT, A BEING A SUBDIVISION OF PART OF THE NORTHEAST QUARTER OF SAID SECTION 2, THENCE SOUTH 00°02'10" EAST (BEARING ASSUMED FOR PURPOSE OF DESCRIPTION ONLY), ALONG THE WEST LINE OF SAID KENMORE COURT, 168.00 FEET TO THE NORTHEASTERLY LINE OF COURT STREET; THENCE NORTH 62°00'51" WEST, ALONG THE NORTHEASTERLY LINE OF COURT STREET AND THE SOUTHWESTERLY LINE OF SAID LOT 8, 73.80 FEET TO A POINT 6.47 FEET SOUTHEASTERLY FROM THE SOUTHWESTERLY CORNER OF SAID LOT 8; THENCE NORTH 28°25'52" EAST, 71.62 FEET, THENCE NORTH 15°00'51" EAST, 78.78 FEET TO THE NORTHEASTERLY LINE OF SAID LOT 7, SAID POINT BEING 12.00 FEET NORTHWESTERLY FROM THE POINT OF BEGINNING, THENCE SOUTH 61°34'39" EAST, ALONG THE NORTHEASTERLY LINE OF SAID LOT 7 AND THE SOUTHWEST LINE OF AN EXISTING PUBLIC ALLEY, 12.00 FEET TO THE POINT OF BEGINNING,

ALSO, A PART OF LOT 9 OF HAINES ADDITION IN THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWELL COUNTY, ILLINOIS, AND A PART OF THE NORTHEAST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS.

COMMENCING AT THE NORTHWEST CORNER OF LOT A OF KENMORE COURT, BEING A SUBDIVISION OF A PART OF THE NORTHEAST QUARTER OF SAID SECTION 2, THENCE NORTH 00°02'10" WEST (BEARING ASSUMED FOR PURPOSE OF DESCRIPTION ONLY), 13.00 FEET TO THE NORTH LINE OF AN EXISTING PUBLIC ALLEY, SAID POINT BEING 13.00 FEET WESTERLY FROM THE SOUTHWEST CORNER OF LOT 9 OF A SUBDIVISION RECORDED IN PLAT BOOK "E", PAGE 51, IN THE TAZEWELL COUNTY RECORDER'S OFFICE, SAID POINT BEING ALSO THE POINT OF BEGINNING OF THE TRACT TO BE DESCRIBED FROM THE POINT OF BEGINNING, THENCE NORTH 61°09'32" WEST ALONG THE NORTHEASTERLY LINE OF AN EXISTING PUBLIC ALLEY, 45.58 FEET; THENCE NORTH 00°02'10" WEST, PARALLEL TO AND 53 FEET NORMALLY DISTANT WESTERLY FROM THE WEST LINE OF SAID LOT 9 OF A SUBDIVISION RECORDED IN PLAT BOOK "E", PAGE 51, 81.24 FEET TO THE SOUTH LINE OF ROYAL AVENUE, THENCE SOUTH 89°49'10" EAST, ALONG THE SOUTH LINE OF ROYAL AVENUE, 53.00 FEET TO THE NORTHWEST CORNER OF SAID LOT 9, OF A SUBDIVISION RECORDED IN PLAT BOOK "E", PAGE 51, THENCE SOUTH 00°02'10" EAST, ALONG SAID WEST LINE, 103.15 FEET TO THE SOUTHWEST CORNER OF SAID LOT 9, THENCE NORTH 89°49'10" WEST, ALONG THE NORTH LINE OF AN EXISTING PUBLIC ALLEY, 13.00 FEET TO THE POINT OF BEGINNING,

EXCEPTING THEREFROM, A PART OF THE NORTHEAST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWELL COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS: COMMENCING AT AN IRON STAKE 644 FEET SOUTH OF THE NORTH QUARTER CORNER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, THENCE SOUTH ON HALF SECTION LINE 104 FEET TO A STAKE, THENCE EAST 13 FEET TO A STAKE, THENCE NORTH PARALLEL WITH HALF SECTION LINE 104 FEET TO AN IRON STAKE, THENCE WEST 13 FEET TO THE PLACE OF BEGINNING, SITUATED IN THE CITY OF PEKIN, COUNTY OF TAZEWELL COUNTY AND STATE OF ILLINOIS

Franchisee Acknowledgement and Consent

By signing this acknowledgement, the undersigned franchisee of the McDonald's Restaurant located at 1013 Court Street, Pekin, IL L/C: 012-0094 requests the execution of the instrument entitled by McDonald's and agrees to perform all of the obligations of McDonald's under such instrument for the duration of such franchise at this location.

DocuSigned by:
Terry Clark
668C6BD885B6487...

Date: 12/2/2024

Terry Clark

The City is requiring: 847 sq ft of land in fee ownership, a permanent easement over 1,927 sq ft and a temporary easement of 1,756 sq ft. Below is an image of the area where the taking will occur:



The City has proposed the construction project to start in early Spring 2025, with utility pole relocation to occur between now and then. The curbing and sidewalks will be replaced and therefore will be periodically closed while pavement cures. Please note, I have confirmed the lot lights, directional signage, high rise sign and mobile pickup parking signs will not be disturbed.

In order to minimize disruption during the construction project, I have negotiated the following commitments from the City Engineer:

- Any damage to paving or landscaping as a result of Grantee's agents, vendors or contractors on site will be replaced and restored to the same or better condition as was in place when the construction activities began.
- Grantee will not store construction equipment, material or vehicles on the property except as customers of the business.
- Grantee will provide "Open During Construction" signage to be placed in easement areas during construction.
- The two entrances along Court St. will not be closed at the same time. They will be reconstructed separately. (Per your request, they will close one driveway at a time).



**Disclosure of Owner(s) and/or
Beneficial Interest(s) Affidavit**
(Corporation, Partnership, Limited
Liability Company)

Owner McDonalds USA, LLC, a Delaware
limited liability company
Route FAP 693(Court Street)
Section 20-00196-01-RS
County Tazewell
Project No. J35T(004)
Job No. C-94-051-24
Parcel No. 030, PE & TE
P.I.N. No. 04-10-02-115-008
Catalog No. 036497-00D
Contract No. 89859

State of Illinois)
County of Cook) ss

Sallie Lupescu

, Affiant, being first duly sworn on oath, states that the Affiant is Senior Counsel of McDonald's Corporation, a sole member of McDonald's USA, LLC a Delaware limited liability company which owns the property or is otherwise interested in the property described in the exhibit (copy of deed or legal description) hereto attached, that Affiant has knowledge of the facts herein; and that the members entitled to receive more than 7½% of the total distributable income of said entity are as follows:

	Name	Address	Percentage
1.	There is no readily known individual having greater than 7 1/2% interest in the total distributable income of the operation		
2.			
3.			
4.			
5.			

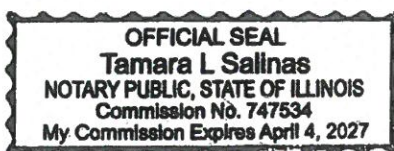
By:

Sallie Lupescu
Signature

Sallie Lupescu, Senior Counsel
Print Name and Title

This instrument was acknowledged before me on November 21, 2024
by Sallie Lupescu

(SEAL)



Tamara L. Salinas
Notary Public

My Commission Expires: 4/4/2027



**Receipt of Conveyance Documents and
Disbursement Statement**

Owner McDonalds USA, LLC
Job No. C-94-051-24
Parcel No. 030, PE & TE

The City of Pekin (Grantee) acknowledges Receipt of the following:

(Check all that apply.)

- ☒ Warranty Deed covering 847 square feet
- ☒ Permanent Easement covering 1,927 square feet
- ☒ Temporary Construction Easement covering 1,756 square feet

all located in Tazewell County, Illinois as right of way for FAP Route 693(Court Street), Section 20-00196-01-
RS dated Nov. 21, 2024, executed by the undersigned Grantors.

Grantor and Grantee agree as follows:

1. The payment of the sum of Twenty Two Thousand One Hundred Ninety Five and 00/100 Dollars (\$22,195.00) to Grantor as total consideration for the deed, by Grantee is subject to Grantee's approval of title and documentation and, if applicable, Grantee's final approval.
2. All improvements located, wholly or partially, on the parcel shall become the property of the City of Pekin, unless provided as follows:
3. Possession and transfer of title to City of Pekin occur when Grantee delivers a city warrant to Grantor, in person or to the address stated herein, in the amount of the above stated consideration, unless provided herein. Grantor shall have the sole responsibility and obligation to protect, preserve and maintain the parcel and improvements thereon until delivery of possession to Grantee.
4. Grantor directs Grantee to disburse the above stated consideration by warrant or by separate warrants as follows:

<u>Name*</u>	<u>TIN/FEIN/SSN**</u>	<u>Address</u>	<u>Amount</u>
McDonalds USA LLC, a Delaware limited liability Co	[REDACTED]	110 North Carpenter St. Chicago, IL 60607	\$22,195.00
			\$
			\$

*If multiple names on the same warrant, list first and circle the name of the person or entity whose TIN/FEIN/SSN is entered above. If lien holder is to be paid by warrant, use Grantor's TIN or SSN with their name listed first and lien holder second. The first payee must match the TIN used.

**Attach a current W-9 form for each TIN/FEIN/SSN.

5. **NON-FOREIGN CERTIFICATION – FIRPTA.** Section 1445 of the Internal Revenue Code provides that a transferee (buyer) of a U.S. real property interest must withhold tax if the transferor is a foreign person. For purposes of this paragraph, "Transferee" shall mean "Grantee" and "Transferor" shall mean "Grantor". To inform the Grantee that withholding of tax is not required upon the disposition of a U.S. real property interest by Grantor, the Grantor hereby certifies the following:

- a. Transferor is the owner of the real property being conveyed;
- b. Transferor is not a foreign person, entity, or disregarded entity (as such terms are defined in the Internal Revenue Code and Income Tax Regulations); and
- c. Transferor's U.S. Taxpayer Identification Number and address set forth above are true and correct.

Transferor understands that this certification may be disclosed to the Internal Revenue Service by Transferee and that any false statement contained herein could be punished by fine, imprisonment or both. SL
Initial

6. This Receipt of Conveyance Documents and Disbursement Statement is the entire and exclusive agreement between the parties and supersede any written or oral understanding, promise or agreement, directly or indirectly related to the conveyance of parcel and improvements. The parties agree that any changes to this Receipt may only be made in writing and signed by the parties.

Date: Nov. 21, 2024

Grantor:

XS

Sallie Lupescu
Signature
Sallie Lupescu, Senior Counsel
Print Name (and Title, if applicable)

Signature

Print Name (and Title, if applicable)

Date: Dec. 3, 2024

Grantee:

The City of Pekin

Rhonda K. Sauer
for City of Pekin

Signature

Print Name (and Title, if applicable)

Signature

Print Name (and Title, if applicable)

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) McDONALD'S USA, LLC	
	2 Business name/disregarded entity name, if different from above.	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☒ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) C Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions)	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) 5 Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) E <i>(Applies to accounts maintained outside the United States.)</i>
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions. ☐	
	5 Address (number, street, and apt. or suite no.). See instructions. 110 NORTH CARPENTER STREET 6 City, state, and ZIP code CHICAGO, IL 60607 7 List account number(s) here (optional)	Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
or
Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person 

Date **8/5/2024**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Appraisal Report

Route FAP 693 (Court Street)
Section 20-00196-01-RS
County Tazewell

Project J35T (004)
Job No. C-94-051-24
Parcel P030 Unit

Take: ☐ Whole ☒ Partial ☒ Other: PE & TE
Appraisal Sequence: ☒ Original ☐ Supplemental

1. Attached is a ☐ complex ☒ non-complex appraisal, per IDOT's Land Acquisition Policies and Procedures Manual.
2. Location and Address: 1013 Court Street, Pekin, Illinois 61554
3. Identification: Haines Addition Lots 2 through 8 and Part of Lot 9; adjacent vacant south 16' of Royal Avenue and Part of Vacant Alley (PIN 04-10-02-115-008)
4. Present Owner's Name, Address and Telephone No.: McDonalds USA, LLC, Anna Knighton, 847-254-4349
5. Tenant's or Lessee's Name, Address and Telephone No.: Clark Management LLC, Terry Clark, 309-303-6263
6. Person Interviewed: Terry Clark and Anna Knighton 7. Interviewed by: Randall L. Neff
8. Farmland Preservation Act (pertains to fee takings and permanent easements): N/A
CL OC HL PL FL FS RL OL
9. Present Use: Fast Food Restaurant Highest and Best Use Before Taking: Fast Food Restaurant
Zoning: B-3 General Business District Highest and Best Use After Taking: Fast Food Restaurant

	Acres	Sq. Ft.
10. Area of Whole Property		74,923
Total Area to be Acquired in Fee Simple Title:		847
Area to be Acquired by New Dedication		
Area Acquired by Previous Dedication		
Area to be Acquired for Additional ROW		
Area to be Acquired by Permanent Easement		1,927
Area to be Acquired by Temporary Easement		1,756
Area of Remainder		74,076

11. Final Conclusion of Value	Effective Date of Appraisal:	<u>August 5, 2024</u>
Fair Market Value of Whole Property		<u>\$2,878,000</u>
For Partial Taking include the following:		
Fair Market Value of property taken (including improvements) as part of the whole		<u>\$8,500</u>
Fair Market Value of remainder as part of the whole before taking		<u>\$2,869,500</u>
Fair Market Value of remainder after taking as will be affected by contemplated improvements		<u>\$2,869,500</u>
Damage to Remainder		<u>\$0</u>
Compensation for Permanent Easement(s)		<u>\$9,635</u>
Compensation for Temporary Easement(s)		<u>\$4,060</u>
Total Compensation		<u>\$22,195</u>

Date of the Report: September 16, 2024
Appraiser Name: Randall L. Neff, MAI, SRA
License Type: Certified General Real Estate Appraiser



Appraiser Signature
IL License # 553.001153 Expires: 9/30/25

General Data

Definition of Fair Market Value: The fair cash market value of a property in an eminent domain proceeding is that price which a willing buyer would pay in cash, and a willing seller would accept, when the buyer is not compelled to buy and the seller is not compelled to sell. In the condemnation of a property for a public improvement, any appreciation or depreciation in value caused by the contemplated improvement shall be excluded from the consideration of the fair cash market value of the whole property and the value of the part taken. (Illinois Pattern Jury instructions)

In the event of a partial acquisition where there is remainder property, any appreciation or depreciation caused by the contemplated improvement shall be considered when determining the fair cash market value of the remainder. Any increase or decrease in value caused by the actual acquisition of a part of the property must be considered in estimating the value of the remainder after taking.

Property History: Has subject sold in the last five (5) years or is it currently listed for sale? Yes ☐ No ☒
If yes, an analysis of the recent sale(s) and/or current listing is summarized as follows: _____

Property Interest to be Appraised: ☒ Fee Simple Estate ☐ Leased Fee Estate

Property Interest to be Acquired (check all that apply):

- ☒ Fee Acquisition ☒ Permanent Easement ☐ Dedication/Perpetual Easement
☒ Temporary Easement ☐ Other: _____
☐ None of the Above: This appraisal is for the disposal of excess land and/or the release of other rights.
If applicable, the disposition/release of rights is described as follows: N/A

USPAP Reporting Option (as defined by USPAP SR 2-2): ☒ Appraisal Report ☐ Restricted Appraisal Report

Type of Appraisal (per IDOT's Land Acquisition Policies and Procedures Manual):

- ☒ *Non-Complex:* Appraisal report "meets minimum requirements consistent with commonly accepted Federal and Federally-assisted program appraisal practices for those acquisitions, which, by virtue of their low value or simplicity," do not require in-depth analysis presentation.
- ☐ *Complex:* Appraisal report that meets all minimum requirements and also reflects "established and commonly accepted Federal and Federally-assisted program appraisal practices" with appropriate in-depth analysis and presentation.

Client: City of Pekin

Intended User: The intended users of this report include the Client and any of its Federal-funding partners. Parties who receive a copy of this report as a consequence of the Client's disclosure policies are not intended users of the report.

Intended Use: The intended use of this appraisal report is for ☒ acquisition ☐ disposition of right of way by the Client. This report is not intended for any other use.

Authorization: The following person contacted the appraiser to provide this appraisal service: Cindy Bushur-Hallam of Hanson Professional Services, Inc. as agent for the City of Pekin.

Purpose of Valuation:

- ☒ The purpose of this valuation is to arrive at an opinion of the fair market value of the acquisition of the whole property and/or a portion thereof. When applicable, the fair market value of the whole will be established, as will the fair market value of the remainder after the taking. Fair Market Value may also be affected by contemplated improvements with consideration for damages or benefits, if any, to the remainder, and/or the fair market value of possible permanent easements and/or temporary easements as required by design, and the total just compensation due to property owner by reason of the taking.
- ☐ The purpose of this valuation is to arrive at an opinion of the fair market value of the subject land parcel and/or other rights to be disposed by the Client.

Assignment Conditions: Assignment conditions include assumptions, extraordinary assumptions, hypothetical conditions, laws and regulations, jurisdictional exceptions, and other conditions that affect the scope of work. Assignment conditions applicable to this appraisal assignment are summarized below.

The Client requires this appraisal assignment to comply with the following standards, laws, regulations, and policies:

- the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Act) and its implementing regulation 49 CFR Part 24,
- the Uniform Standards of Professional Appraisal Practice (USPAP), and
- the Illinois Department of Transportation's Land Acquisition Policies and Procedures Manual.

Furthermore, the Client requires this appraisal to be prepared in accordance with the appropriate state laws, regulations and policies and procedures applicable to appraisal of right of way. No portion of the value assigned to such property shall consist of items which are non-compensable under the established laws of Illinois.

In accordance with 49 CFR Part 24 and IDOT's Land Acquisition Policies and Procedures Manual, in opining on the value of the property before the taking, the appraiser shall disregard any decrease or increase in the fair market value of real property prior to the date of valuation caused by the public improvement for which such property is acquired, or by the likelihood the property would be acquired for such improvement, other than that due to physical deterioration within the reasonable control of the owner. This situation is considered to be a hypothetical condition for the purposes of this appraisal. The use of this hypothetical condition may affect the assignment results.

Any decrease or increase in value caused by the actual acquisition of a part of the property must be considered in opining on the value of the remainder after taking. Such changes in value are parcel-specific.

USPAP Standards Rule 1-2(c)(iv) requires that when exposure time is a component of the definition for the value opinion being developed, the appraiser must also develop an opinion of reasonable exposure time linked to that value opinion. However, the definition of fair market value in this report does not include exposure time as a component. Therefore, the appraiser is not required to develop and report an opinion of exposure time linked to the value opinion. This situation is considered to be an assignment condition for the purposes of this appraisal.

Scope of Work: Summarize the steps/process employed to develop the appraisal report, as required in 49 CFR Part 24, and the Uniform Standards of Professional Appraisal Practice (USPAP).

The amount and type of information researched and the analysis applied in an assignment includes, but is not limited to 1) the extent to which the property is inspected or identified; 2) extent of inspection and description of the neighborhood and proposed project area; 3) the extent of research into physical or economic factors that could affect the property; 4) the extent of data researched; and 5) the type and extent of analysis applied to arrive at opinions or conclusions.

The scope of work also needs to explain the various approaches utilized and the reasons for why any particular approach was not used.

In completing the appraisal assignment, a systematic procedure in investigating the subject property and market data is followed. The subject property and surrounding market area are viewed. Please be advised that the property is only viewed for the purpose of developing an opinion of market value. Concealed or inaccessible portions of the property were not viewed. Items that buyers and sellers would acknowledge in a typical purchase transaction, based on the definition of market value stated in the appraisal report, have been noted in the descriptions of the property. Intangible assets or personal property are not included in the value opinion.

Market data relative to the market area, subject property and the highest and best use of the property are researched and verified. The market data are collected from the Peoria area multiple listing service and other on-line data services, public records, office files, industry and local publications, buyers and sellers, as well as other appropriate sources. The market data are applied in the market analysis and highest and best use analysis of the subject property. Market analysis and highest and best use are important fundamental concepts in the appraisal of real estate.

In general, market analysis is a study of the supply and demand and the geographic market area of the property type. The highest and best use of the property is the use that creates the highest value. Market analysis is used in the determination of the highest and best use. Based on the results of the market analysis, the highest and best use of the property is determined. In analyzing highest and best use of the property, two studies are made; highest and best use of the property as vacant land available for development, and highest and best use of the property as improved.

Once the highest and best use of the subject is determined, the three traditional appraisal methods are considered in the valuation of the property. The valuation methods are the cost, sales comparison and income capitalization approaches. In this assignment, the sales comparison approach is the only method applied in the valuation of the property.

The cost approach is not applicable to the valuation of the property because of the age of the improvements. The typical buyer of the property does not make a purchase decision of the property based on the development costs less depreciation. The income capitalization approach is applicable but not necessary for credible assignment results. Furthermore, the property rights appraised in this assignment are fee simple estate. The property is tenant occupied. McDonalds owns the real estate and leases the property to Clark Management, the owner operator of the restaurant. The lease was not available for review.

After development of the opinion of value, an Appraisal Report is prepared in accordance to the Uniform Standards of Professional Appraisal Practice. The assignment is also completed in compliance with the Code of Professional Ethics and Standards of Professional Practice of the Appraisal Institute.

General Assumptions and Limiting Conditions: Summarize any general assumptions and limiting conditions utilized in this report.
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1. No responsibility is assumed for the legal description or for matters including legal or title considerations. Title to the property is assumed to be good and marketable.
2. The property is appraised free and clear of any or all liens or encumbrances.
3. Responsible ownership and competent property management are assumed.
4. The information furnished by others is believed to be reliable. However, no warranty is given for its accuracy.
5. All engineering is assumed to be correct. The plot plans and illustrative material in this report are included only to assist the reader in visualizing the property.
6. It is assumed that there are no hidden or unapparent conditions of the property, subsoil, or structures that render it more or less valuable. No responsibility is assumed for such conditions or for arranging for engineering studies that may be required to discover them.
7. It is assumed that the property is in compliance with all applicable federal, state and local laws, ordinances, regulations, building standards, use restrictions and zoning unless the lack of compliance is stated in the appraisal report. Determining and reporting on such compliance were not part of the scope of work for this assignment.
8. It is assumed that all water, sewer facilities and utilities (whether existing or proposed) are or will be in good working order, are safe for use, and are or will be sufficient to serve the current or proposed uses of the subject property or any structures or other improvements. Determining and reporting on such matters were not part of the scope of work for this assignment.
9. It is assumed that all required licenses, certificates of occupancy, consents, or other legislative or administrative authority from any local, state, or national government or private entity or organization have been or can be obtained or renewed for any use on which the value opinion contained in this report is based.
10. It is assumed that the utilization of the land and improvements is within the boundaries or property lines of the property described and that there is no encroachment or trespass unless noted in the report.
11. The distribution, if any, of the total valuation in this report between land and improvements applies only under the stated program of utilization. The separate allocations for land and buildings must not be used in conjunction with any other appraisal and are invalid if so used.
12. The appraisal may not be used for any purpose other than the intended use described in the report, or by any person not named as a client or intended user. A party receiving a copy of the report does not, as a consequence, become a party to the appraiser-client relationship, or automatically become an intended user of the appraisal.

13. The appraiser herein by reason of this appraisal is not required to give further consultation, testimony, or be in attendance in court with reference to the property in question unless arrangements have been previously made.

14. Neither all nor any part of the contents of this report (especially any conclusions as to value, the identity of the appraiser, or the firm with which the appraiser is connected) shall be disseminated to the public through advertising, public relations, new sales, or other media without the prior written consent and approval of the appraiser.

15. Unless otherwise stated in the report, the past or current existence of hazardous materials or environmental contamination on, below or near the subject property was not observed or known by the appraiser. However; the appraiser is not qualified to detect such substances or to make determinations about their presence. The presence of substances such as asbestos, urea-formaldehyde foam insulation and other potentially hazardous materials or environmental contamination may affect the value of the property. Unless otherwise stated, the value opined is predicated on the assumption that there is no such material on, below or affecting the property that would cause a loss in value. No responsibility is assumed for such conditions or for any expertise or engineering assistance required to discover them. The intended user is urged to retain an expert in this field, if desired.

16. The appraiser is not qualified to render an opinion as to the operating condition, adequacy or quality of mechanical equipment or other physical component of the building. All mechanical equipment is assumed to be adequate for the proposed building and in operating condition unless stated otherwise. It should be clearly understood that the appraiser is not a building inspector, structural engineer or architect.

Property Owner Contact/Interview: Summarize the appraiser's contact/interview with property owner. The property owner (or the owner's designated representative) must be provided the opportunity to accompany the appraiser during the appraiser's inspection of subject property (49 CFR Part 24.102).

Name of the property owner (or designated representative) who was offered an opportunity to accompany the appraiser:
Anna Knighton of McDonalds USA, LLC and Terry Clark of Clark Management, LLC

The method used to contact the property owner included
(check all that apply):

- ☐ Personal contact
- ☐ Telephone
- ☐ Letter
- ☒ Other (explain): email

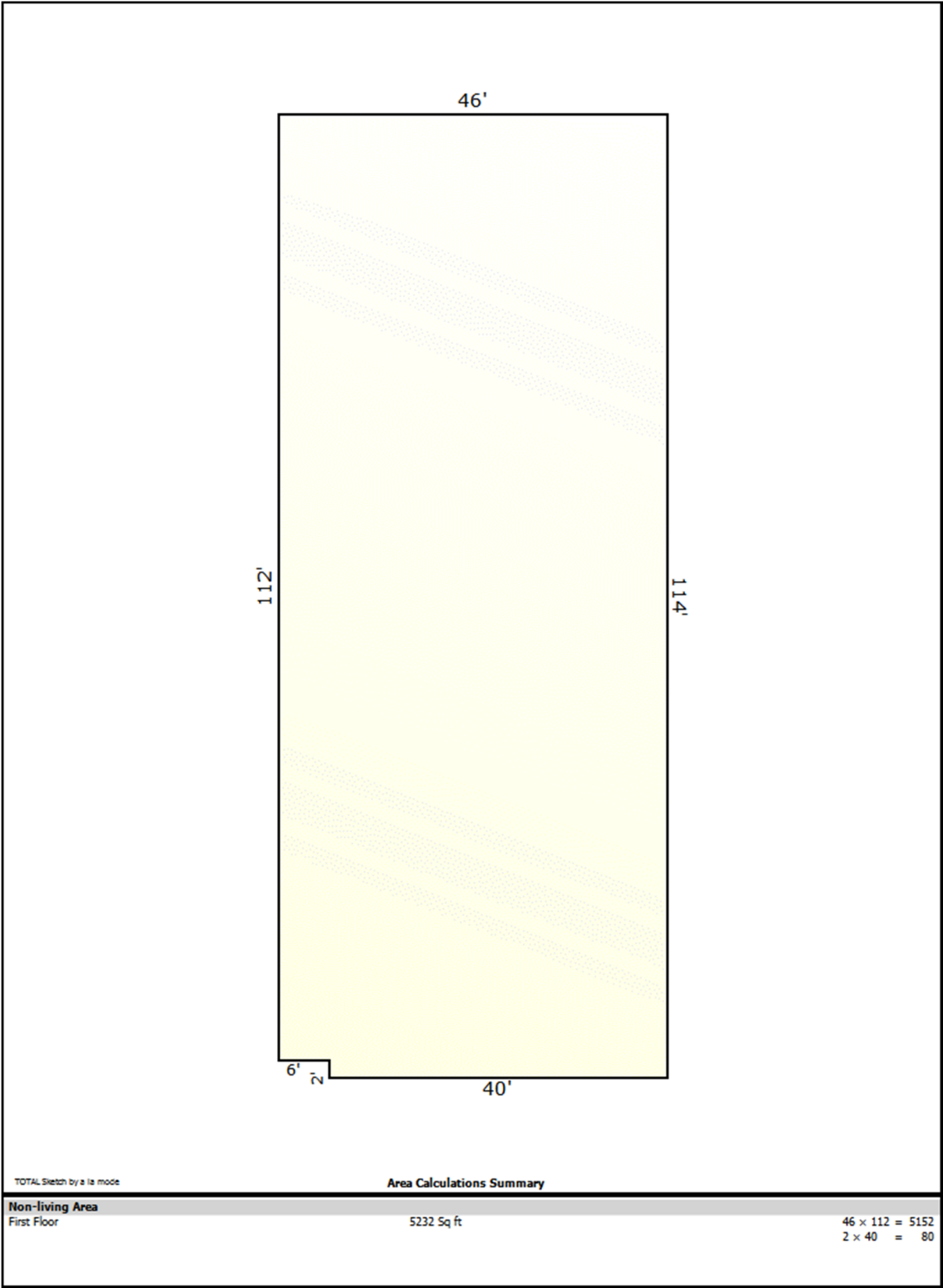
The invitation to the property owner:

- ☐ was accepted
- ☒ was declined
- ☐ did not receive a response
- ☒ Other (explain): Viewed with Tenant

The appraiser personally inspected the subject property on the following date(s): July 30, 2024 and August 5, 2024

Additional information relating to the appraiser's contact with the property owner, including any concerns expressed by the owner, is explained as follows: The tenant and property owner representative were contacted. The project was discussed with Mr. Terry Clark of Clark Management, LLC. Clark Management is the tenant of the property. Anna Knighton of McDonalds was contacted by email. She replied to the email and requested survey plats of the proposed right of way, permanent easement and temporary easement.





Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Northwest

Description: Front View of Building



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	South

Description: North Side of Building

Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Northeast

Description: Rear View of Building and Drive-through Lanes



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	West

Description: Drive-through Lanes Along South Side of Building

Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southwest

Description: Drive-through Lanes and Ordering Kiosks



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southeast

Description: Rear View of Building and Drive-through Kiosks

Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southeast

Description: North Side of Building



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southeast

Description: Dumpster Enclosure Along Royal Avenue

Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Northwest

Description: Proposed Right of Way Area A



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southeast

Description: Proposed Right of Way Area A

Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southeast

Description: Permanent Easement and Part of Proposed ROW Area A



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southeast

Description: Permanent Easement and part of Proposed ROW Area A

Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southeast

Description: Permanent Easement and Part of Proposed ROW Area A



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southeast

Description: Permanent Easement and Part of Proposed ROW Area A

Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southeast

Description: Permanent Easement and Part of Proposed ROW Area A



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southeast

Description: Permanent Easement and Part of Proposed ROW Area A

Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southeast

Description: Permanent Easement at East Property Line



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Northwest

Description: Permanent Easement, TE A and Proposed ROW Area A

Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Northwest

Description: Temporary Easement A and Part of Proposed ROW Area A



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Northeast

Description: Temporary Easement A

Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 20, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Northwest

Description: Temporary Easement B, Permanent Easement, ROW Area A



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. neff
Camera Facing:	Southeast

Description: Temporary Easement C

Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southeast

Description: Temporary Easement C



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Southeast

Description: Court Street

Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	Northwest

Description: Court Street



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	North

Description: 10th Street

Photographs

Subject Property

Photographs are required on all properties being appraised. Photographs of all principal above ground improvements or unusual features affecting the value of the property to be taken or damaged must also be included. Please use the format below for identifying the photographs.



Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	East

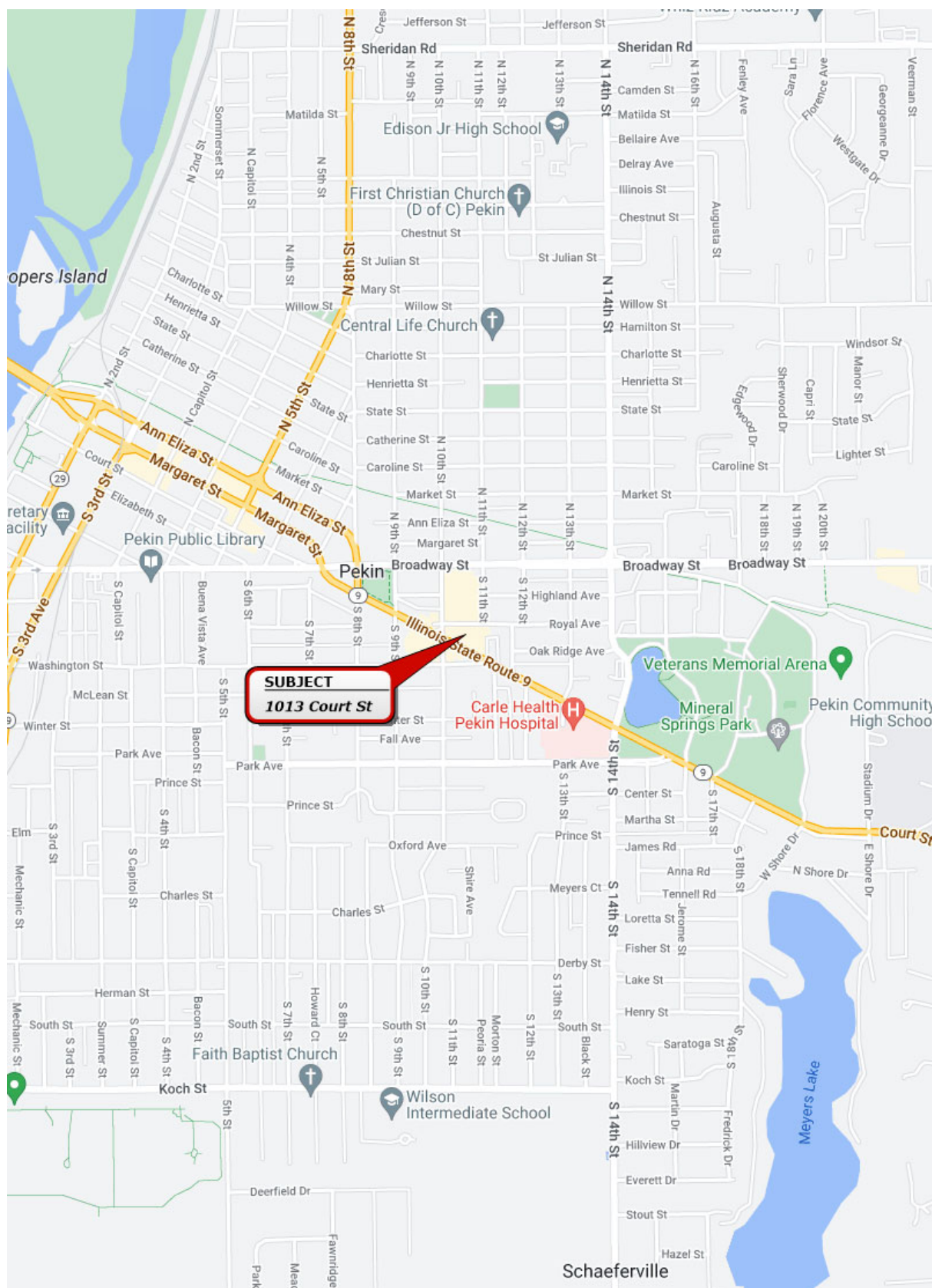
Description: Royal Avenue

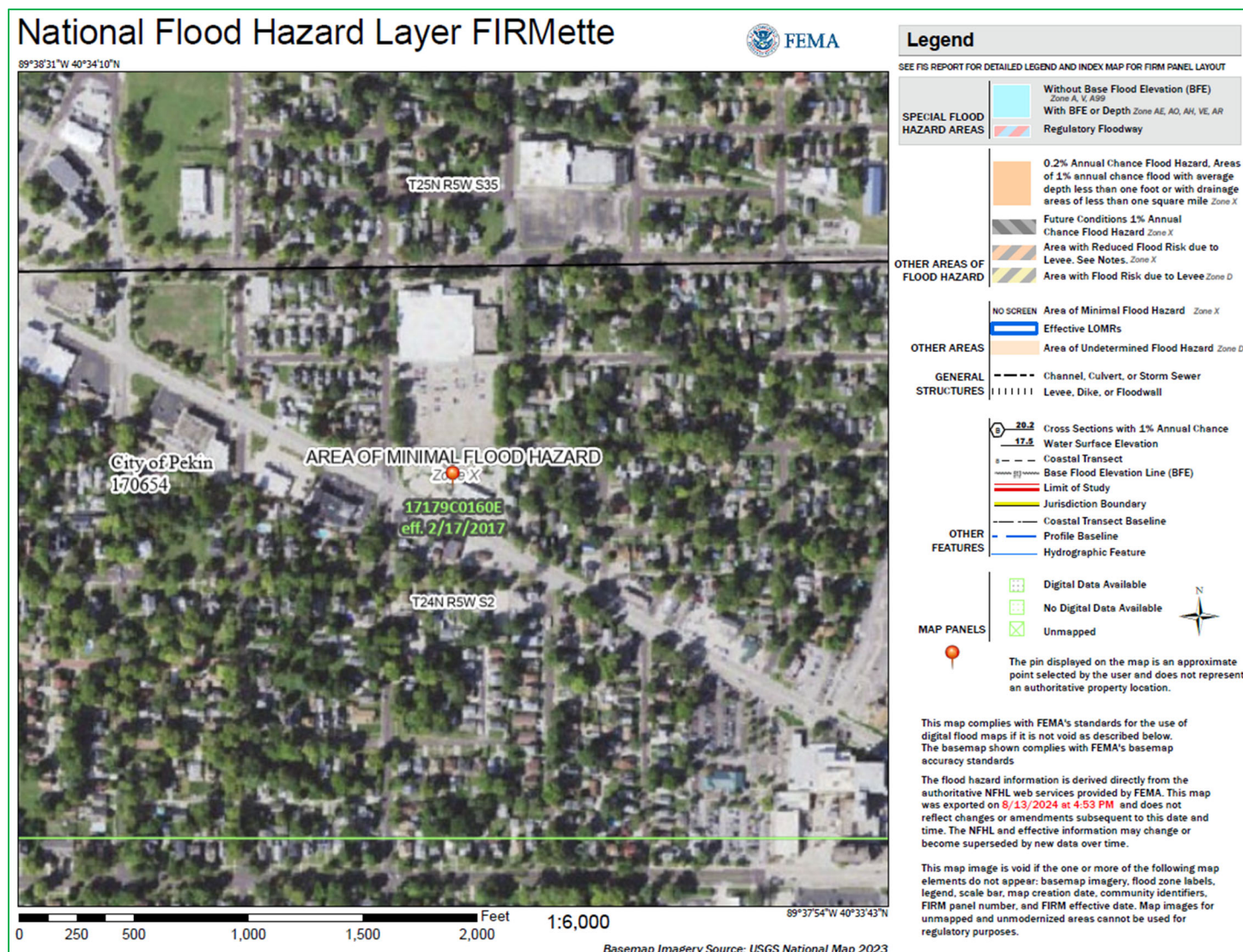


Date of Photograph:	July 30, 2024
Photograph By:	Randall L. Neff
Camera Facing:	West

Description: Royal Avenue

Location Map





Descriptive Analysis of Whole Property: Describe entire property before the taking, including such items as: 1) location and environment; 2) land type and usage; 3) zoning; 4) improvements; 5) special features that serve to detract or enhance; 6) include an analysis of the general area, the neighborhood, and the site; and 7) explain and justify highest and best use if it differs from present use and/or zoning.

Site Description

The site is located on the northeasterly corner of Court Street and 10th Street. The site is an irregular shaped tract of land with 416.39 feet of frontage on Court Street and a total site area of 1.72 acres or 74,923 square feet. The rear of the site fronts along Royal Avenue.

The site has a level topography. Access to the property is from two curb cuts on Court Street and two curb cuts on Royal Avenue. The land to building ratio of the property is 14.32:1 and the site coverage ratio is 0.07. Public utilities connected to the property include water, sewer, natural gas and electricity. The site is located in Flood Zone X (area of minimal hazard), according to map panel 1719C 0160E, map date February 17, 2017.

The site is zoned B-3 General Business District by the City of Pekin. The average daily traffic along Court Street in front of the subject property is 13,700, according to IDOT traffic maps. Court Street is a four lane street with center turn lane. Offsite improvements include curb, gutter, sidewalk and street lights. Street parking is not available on Court Street. The intersection of Court Street and 10th Street is signalized. Schnuck's grocery store is located to the immediate north of the subject on Royal Avenue and residential properties border the subject site to the east.

Improvements Description

The site is improved with a single story fast food restaurant building constructed in approximately 2015 according to public records. The building is occupied by McDonalds and operated by the tenant, Clark Management, LLC. The building is standard in design, construction and branding of other McDonalds restaurant similar in age. The gross building area of the building is estimated to be 5,232 square feet, based on personal measurement of the structure and a review of public records. There is no basement.

The exterior walls are brick and stone. The roof is flat but the surface material is unknown. Fenestration includes fixed glass windows and storefront and metal doors. The foundation and floors are concrete.

The main level of the interior is partitioned into entry-foyer, customer service counter, kitchen, food preparation area, storage rooms, dining room and two restrooms. The interior finish is drywall and tile walls and acoustical panel lay-in grid ceilings. Floorcoverings are tile. Climate control is provided by gas forced air heat and central air conditioning.

Site improvements include steel pylon sign and directional and wayfinding signs. Additional signage is located on the building. Landscaping consists of trees, ornamental shrubs, grass and flowers. There is on-site parking and two drive-through lanes with menu boards and intercoms. The parking lot is lighted and block dumpster enclosure is located along Royal Avenue.

Real Estate Taxes

In Illinois, real estate is taxed at one third of market of value and real estate taxes are paid in arrears. The most current real estate tax information for the property is for 2023 payable in 2024. The property is classified as Improved Commercial by the Tazewell County Supervisor of Assessments. The following table is a list of the real estate tax information for the property:

Parcel Identification #	04-10-02-115-008
Assessed Homesite Value	\$94,150
Assessed Dwelling Value	\$370,600
Total Assessed Value	\$464,750
Fair Cash Value	\$1,394,250
Real Estate Taxes	\$42,587.26
Tax Rate	9.16540

The fair cash value of the subject property is less than the value opined in this assignment.

Zoning

The zoning classification of the property is B-3 General Business District by the City of Pekin. According to the City of Pekin zoning ordinance, the purpose statement of the B-3 District follows:

The B-3 General Business Districts are designed to provide sites for more diversified business types which would often be incompatible with the pedestrian movement in the Local Business District or the Central Business District

The B-3 district permits a number and variety of uses. The permitted uses are listed below:

- Any retail business or service establishment permitted in B-1 and B-2 Districts as principal uses permitted and uses permitted as special uses.
- Car wash, self-serve or truck wash or outdoor car wash.
- Bowling Alleys
- Bus passenger stations
- Clinics
- Governmental offices
- Hotels and motels
- New and used automobile sales and showroom
- Outdoor retail and food sales where liquor is not sold, served or otherwise provided
- Pool or billiard parlor club
- Private clubs or lodge halls
- Retail cold storage establishments
- Self-service laundry and dry cleaning establishments
- Warehousing and storage of materials or goods to be sold at retail
- Other uses similar to the above uses
- Accessory buildings and uses customarily incident to the above permitted uses

Special uses are also permitted after department and administrative approval.

The bulk requirements are as follows:

Minimum Lot Size: 8,500 square feet

Minimum Lot Width: None

Maximum Height of Structure: 10 Stories or 120 Feet

Minimum Yard Setback:

Front: 10 feet

Side: 10 feet

Rear: 10 feet

Maximum Lot Coverage: No more than 75% of the area of the parcel.

Parking: Number of offstreet parking spaces is determined by use. For new construction with 20 or more parking spaces required, parking is not permitted in front yard.

Please be advised that I am not an expert in zoning compliance matters. For more information, please contact the City of Pekin planning and zoning department or refer to www.ci.pekin.il.us.

Sales History of the Subject Property

The Uniform Standards of Professional Appraisal Practice and Illinois Real Estate Appraisal License Law require real estate appraisers to research, analyze and report sales and listing history of the subject property. According to public records and confirmed with the tenant, the property has not sold during the five year period preceding the effective date of appraisal. To my knowledge, the property is not currently under contract or listed for sale.

Market Area Description

The subject property is located in a southeast central section of Pekin along the Court Street corridor. Pekin is part of the metro-Peoria area, which includes Peoria, Tazewell and Woodford Counties. The city is part of the Peoria MSA, which consists of Peoria, Marshall, Stark, Tazewell, and Woodford Counties. Pekin is located on the southeast side of the Illinois River approximately 10 miles south of Peoria. The population of Pekin is approximately 34,000. Pekin is the county seat of Tazewell County.

Major routes through Pekin include Route 9 and Route 29. Route 29 travels along the Illinois River in a north-south direction and connects Pekin with North Pekin, Marquette Heights, Creve Coeur and East Peoria. These cities are located north of Pekin. The Route 29/I-474 interchange is located north of Pekin between Marquette Heights and Creve Coeur. Traveling south out of Pekin on Route 29, the area becomes rural. The area also becomes rural traveling east out of Pekin on Route 9. Route 9 connects with the town of Tremont and Interstate 155, approximately six to eight miles east of Pekin. Route 9 is known as Court Street in Pekin. Pekin has good linkages to employment, shopping and major roads.

Court Street is a commercial corridor throughout most of Pekin. The property is located at the intersection of Washington Street and Court Street. The immediate area consists of commercial properties and residential properties. For the most part, the commercial properties in the area are located along Court Street and the residential properties are located in areas off of Court Street. The residential uses include single and multi-unit structures. The structures are predominantly older than 60 years.

Commercial uses in the area include restaurant, retail, office, strip centers and convenience stores and gas stations. Larger land users in the immediate area include Mineral Springs Park, Pekin High School and Carle Health hospital. Downtown Pekin is located six blocks northwest of the subject property.

The subject property is located on the northeast corner of Court Street and 10th Street, approximately 10 blocks south of downtown Pekin. Other properties at the intersection include CVS Pharmacy, Dan Pfeiffer State Farm Insurance, and a residential property. Properties in the immediate area of the subject property include Schnuck's grocery store, Loyalty Publishing, Mark Woertz attorney, Autozone, Stegers Furniture and other residential properties.

The area at the intersection of Court Street and Veterans Drive is the predominant retail node of the City of Pekin. The area is anchored by East Court Village Shopping Center. The center was originally constructed in the 1970's as the Pekin Mall. However, the property has been converted to an outdoor center and includes tenants such as Petco, Hobby Lobby, Tractor Supply Store, U.S. Cellular, Verizon, Sprint, and T-Mobile. Outlots of the center include Applebees, Bob Evans, and Starbucks.

East Court Village II is located across the street from East Court Village and is occupied by Dunham Sports and Aldi. Other retail users in the area include Walmart Super Center, Menard's, Runnings, Courtside Shopping Center, fast food and sit-down restaurants, car washes, gas stations and convenience stores and hotels. Avanti's Event Center is located to the north of East Court Village II along Griffin Avenue. Another retail node of Pekin is located at the intersection of Parkway Drive and Court Street.

Highest and Best Use Analysis: Summarize the **support and rationale** for the appraiser's determination of the highest and best use of the subject property. If the property is improved, address both the highest and best use **as vacant**, and of the property **as improved**. Appraiser may provide a Land Only Grid to support highest and best use analysis. A detailed appraisal requires more in-depth analysis. A change in highest and best use requires more in-depth analysis of the subject property before the acquisition and the remainder.

Highest and best use in the appraisal of real estate is defined as follows:

The reasonably probable use of property that results in the highest value. The four criteria that the highest and best use must meet are legal permissibility, physical possibility, financial feasibility and maximum productivity.¹

The highest and best use analysis involves two separate studies, one considers the site as vacant and ready for development, and the other considers the site as improved. In both analyses, potential uses and users of the property, and the timing of the use are considered. These potential uses must meet four criteria, which are as follows: the use must be legally permissible, physically possible, financially feasible and maximally productive. If the contemplated uses do not meet the first two criteria, then the use is not a possible highest and best use.

In the highest and best use analysis, the problem to be solved is the determination of the most valuable use of the property, either as a vacant site or as it is presently improved. As part of the process and analysis, the most likely and ideal uses of the property as a vacant site and as improved are considered. Determining the ideal improvement aids in identifying depreciation in existing improvements and in selecting comparable sales. The ideal use as a vacant site is compared to the current improved use of the property. Both land sales and improved sales are analyzed in the determination of highest and best use of the property. If it is determined that the highest and best use of the property is as a vacant site, then the improvements have reached the end of their economic life and do not contribute value to the site.

Highest and Best Use as a Vacant Site

The property is zoned B-3 General Business District. A variety of uses are legally permissible including retail and service business establishments permitted in B-1 and B-2 districts. Please refer to the zoning section of the report for a list of permitted uses.

The subject site is an irregular shaped tract of land that has a total site area of 74,923 square feet or 1.72 acres. The minimum lot size in the B-3 District is 8,500 square feet. The topography of the site is level. The site has frontage on Court Street, 10th Street and Royal Avenue. Court Street has an average daily traffic count of 13,700. Access to the property is from Court Street and Royal Avenue. Physical restrictions of the site are the size.

The next step in highest and best use is to analyze the financial feasibility of the legally permissible and physically possible uses. For a use to be financially feasible, it must be able to produce a positive return to the land after considering risk and all costs to create and maintain the use.

The subject site is located on the primary east west commercial corridor of Pekin. The majority of properties on Court Street are developed with commercial uses, including fast food restaurants. The immediate area has been fully developed for many years and residential properties are located north and south of Court Street. The current user, McDonalds has been located at the site for many years. It would be financially feasible to develop the subject site if it were vacant. It is my opinion the highest and best use of the site if it were vacant on the effective date would be for retail development including restaurant. The most likely purchaser of the property if it were vacant would be a developer, investor or end-user.

Highest and Best Use as Improved

In analyzing the highest and best use of the property as improved, the use of the property is analyzed in light of the existing improvements. First, it is determined if the improvements contribute value to the site or if they should be removed and the site redeveloped to another use. If it is determined that the improvements contribute value to the site, alternative uses of the improvement are considered. Alternative uses include remodeling, rehabilitating, renovating or enlarging the building. Conversion of the building to another use is also considered.

¹The Dictionary of Real Estate Appraisal, 7th Edition, The Appraisal Institute, 2022, page 88

It is my opinion the improvements contribute value to the site and it is not financially feasible to redevelop the site to another use. It is not physically possible nor financially feasible to enlarge the building. It is financially feasible to repair deferred maintenance. The highest and best use of the property is as improved for continued restaurant use. The most likely purchaser of the property as improved is an investor or end-user.

Valuation Analysis of Whole Property:

As explained in the scope of work section of the report, the sales comparison approach is the only method applied in the valuation of the property. The sales comparison approach is based on the premise that an informed purchaser will pay no more for a property than the cost of acquiring an equally desirable substitute property. An opinion of value is developed by the sales comparison approach by researching and analyzing properties that have sold and are offered for sale. The value influencing characteristics (elements of comparison) of the comparable properties are compared to the subject property. The sales comparison approach is most credible when a sufficient amount of market data comparable to the subject property exists; or, when there is a true and active market for the property.

Sales data of similar properties are researched, verified and analyzed. From the sales data, comparable sales are identified. The comparable sales are applied in the valuation of the whole property. Descriptions of the comparable sales are included later in the report.

Comparable sale #1 is located in a northwest section of Peoria near the intersection of War Memorial Drive and Big Hollow Road. The property is located on the southeast corner of War Memorial Drive and Baring Trace. The property sold in March, 2024 for \$1,385,000. The property is a fast food restaurant constructed in 1993 and occupied by Arby's. The gross building area of the building is 2,888 square feet and the sales price calculates to \$479.57 per square foot. The site is irregular shaped and has surplus land to the rear of the building. However, the surplus land is located in a wooded ravine. The property is comparable to the subject in use and location but is inferior to the subject in gross building area and age.

Comparable sale #2 is located in East Peoria on the corners of Main Street, Pekin Avenue and Johnson Street. The property sold in December, 2021 for \$1,365,000. The property is a fast food restaurant occupied by Dunkin Donuts and Baskin Robbins. The gross building area of the building is 2,342 square feet and the sales price calculates to \$582.84 per square foot. The property is comparable to the subject in location and age but is inferior in gross building area.

Comparable sale #3 is located in a north section of Champaign, north of I-74. The property sold in June, 2023 for \$2,800,000. The property is a fast food restaurant occupied by Wendy's. The gross building area of the building is 3,200 square feet and the sales price calculates to \$875.00 per square foot. The property is superior to the subject in location but is inferior in age and gross building area. The property was reportedly completely renovated in 2020.

The comparable sales data is summarized in the following table:

Sale #	Location	Sales Price	Sale Date	Site Area (sf)	GBA (sf)	Price/SF
1	3818 W. War Memorial Dr./Peoria	\$1,385,000	03/2024	89,298	2,888	\$479.57
2	303 S. Main;101Pekin/E. Peoria	\$1,365,000	12/2021	19,192	2,342	\$582.84
3	2033 N. Prospect/Champaign	\$2,800,000	06/2023	38,246	3,200	\$875.00

Comparable sales #1 and #2 are located in metro-Peoria. Comparable sale #3 is located in Champaign, Illinois. All three comparables are fast food restaurants. Comparable sales #1 and #3 are inferior to the subject property in age; although comparable sale #3 was completely renovated in 2020. All three comparable sales are inferior to the subject property in gross building area. Comparable sales #1 and #2 are most similar in location and comparable sale #3 is superior in location.

Comparable sales of McDonalds restaurant properties were not available. Based on the analysis of the market data, it is my opinion the value of the whole property is \$550.00 per square foot of gross building area. Following is a calculation of the lump sum value of the whole property:

5,232 square feet @ \$550.00 per square foot: \$2,877,600.00

Rounded to: \$2,878,000.00

Conclusion of Value

☒ Before Taking

☐ After Taking

Summary of Valuation

1. Indicated Value by Cost Approach \$ N/A
2. Indicated Value by Sales Comparison
Approach \$ \$2,878,000
3. Indicated Value by Income Approach \$ N/A
4. Analysis and Correlation of Approaches to
Value \$ N/A
5. Appraiser's Final Opinion of Fair Market Value of Whole Property \$ \$2,878,000

Describe the taking in detail including such items as: 1) a description of the land to be taken in relation to its location on the property; 2) its use; 3) its type and classification; 4) its topography; and 5) any other special features, improvements or unusual characteristics.

Two right of way tracts are proposed for the property. Right of Way Area A is located along the entire Court Street frontage of the property and part of the 10th Street frontage. The proposed right of way along Court Street has a depth of approximately 0.59 feet. Approximately 34 feet from the intersection of Court Street and 10th Street (Station 109+45.55), proposed Right of Way Area A angles to the northwest towards 10th Street 49.80 feet and then northwest to the 10th Street existing right of way approximately 39.73 feet. The total land area of proposed Right of Way Area A is 795 square feet. The land area in proposed right of way consists of landscaping and paving. According to the client, the light poles located along Court Street will not be affected by the proposed Right of Way.

Proposed Right of Way Area B is located at the intersection of 10th Street and Royal Avenue. The proposed right of way is a triangular shaped tract of land with a land area of 52 square feet. The land area in proposed Right of Way Area B consists of grass.

The total land area of proposed Right of Way Areas A and B is 847 square feet. The land area consists of grass, landscaping and paving. In developing an opinion of the value of the part taken, the comparable land sales included in the report are given consideration. The opinion of market value of the property taken, including improvements if any, as part of the whole is \$8,500.00.

Narrative Analysis of Remainder And After Value Opinion

Explain the effect of the taking on the remainder including such items as division of property, landlocking, change in highest and best use, proximity damage, access after taking, economic size, overimprovements, effect of construction features such as cuts and fills, change in drainage or effect on existing drainage, effect of taking on lease agreements, special benefits, and other items that will explain the appraiser's opinion of the after value.

Support the value of the remainder rather than estimating damages. The appraiser should use the applicable sales comparison approach to value the remainder. See Section 3.5.2 before using the cost or income approaches. When cost to cure is considered in valuing the remainder, the appraiser should discuss the source of the cost to cure in the appraisal report.

Fair Market Value of Remainder as Part of the Whole Before Taking	\$ 2,869,500
Fair Market Value of Remainder After the Taking as will be Affected by Contemplated Improvements	\$ 2,869,500
Damage to Remainder	\$ 0

The proposed right of way will be used for the Court Street improvement project. As part of the project, sidewalks will be expanded in order to make the street safer and more accessible to pedestrians. The proposed right of way includes two tracts. One of the tracts is a 0.59 foot strip of land located along Court Street and part of the intersection of Court Street and 10th Street. The second tract is located at the northwest corner of 10th and Royal Avenue. The total land area of the proposed right of way is 847 square feet. The remainder property is 74,076 square feet, representing a reduction in land size of approximately 1.13%.

The effect of the taking on the remainder is the loss of land. The highest and best use of the remainder is the same as the whole. Access to the remainder is also the same as the whole. The comparable sales applied in the valuation of the whole are applied in the valuation of the remainder. It is my opinion the value of the remainder is \$2,869,500. The remainder does not suffer damages as a result of the proposed taking.

Valuation of Easements

1.	Description	Easement No.: 1	Easement No.:	Easement No.:
	Type of Easement	Permanent		
	Purpose of Easement	Utility installation and maintenance, sidewalk installation		
	Term of Easement, if Temporary			
	Station to Station	109+37.15 to 113+28.04		
	Land Classification	Commercial		
	Present Use	Landscaping, light poles, directional signs		
	Highest and Best Use	Commercial		
	Area of Easement	1,927		
	Sq. Ft. or Acres	☐ Acre ☒ Sq. Ft.	☐ Acre ☐ Sq. Ft.	☐ Acre ☐ Sq. Ft.
	Building Improvements in Easement to be Acquired	None		
	Land Improvements in Easement to be Acquired	None		
	Land Improvements in Easement not to be Acquired	Landscaping, directional signs, light poles		

2.	*a.	Market Value of the Whole Remainder Property Before the Imposition of the Easement(s)	_____	\$	<u>2,869,500</u>
	b.	Market Value of the Easement Area(s) as it Contributes to the Remainder Property Before the Imposition of the Easement(s)	_____	\$	<u>19,270</u>
	c.	Market Value of the Easement Area(s) as it Contributes to the Remainder Property After the Imposition of the Easement(s)	_____	\$	<u>9,635</u>
	d.	Diminution or Change of Market Value of Easement Area(s) (b-c)	_____	\$	<u>9,635</u>
	e.	Market Value of the Remainder Property Outside the Easement Area(s) Before the Imposition of the Easement(s) (a-b)	_____	\$	<u>2,850,230</u>
	f.	Market Value of the Remainder Property Outside the Easement Area(s) After the Imposition of the Easement(s)	_____	\$	<u>2,850,230</u>
	g.	Diminution or Change of Market Value of the Remainder Property Outside the Easement Area(s) due to the Imposition of the Easement(s) (e-f)	_____	\$	<u>0</u>
	h.	Total Compensation for Easement(s)	_____	\$	<u>9,635</u>

*See form instructions for Part 2 for directions on how to consider damages both inside and outside easement area(s). Permanent easements must be considered first and temporary easements last.

3. Explanation (see form instructions for requirements).

The permanent easement is located along Court Street to the immediate northeast of the proposed right of way. The permanent easement is needed for the purpose of utility installation, maintenance and sidewalk installation and for other roadway purposes.

It is my opinion that the remainder property outside of the easement area is not impacted by the imposition of the easement. Therefore, the remainder property does not suffer damages because of the permanent easement.

Valuation of Easements

1.	Description	Easement No.: A	Easement No.: B	Easement No.: C
	Type of Easement	Temporary	Temporary	Temporary
	Purpose of Easement	Entrance reconstruction, grading and shaping	Entrance reconstruction, grading and shaping	Entrance reconstruction, grading and shaping
	Term of Easement, if Temporary	3 years	3 years	3 years
	Station to Station	112+35.01 to 113+7.69	110+33.28 to 110+78.49	108+78.01 to 109 56.56
	Land Classification	Commercial	Commercial	Commercial
	Present Use	Landscaping, paving	Paving, landscaping	Landscaping
	Highest and Best Use	Commercial	Commercial	Commercial
	Area of Easement	453	312	991
	Sq. Ft. or Acres	☐ Acre ☒ Sq. Ft.	☐ Acre ☒ Sq. Ft.	☐ Acre ☒ Sq. Ft.
	Building Improvements in Easement to be Acquired	None	None	None
	Land Improvements in Easement to be Acquired	None	None	None
	Land Improvements in Easement not to be Acquired	Landscaping, light poles, directional signs and paving	Landscaping and paving	Grass and Trees

2.	*a.	Market Value of the Whole Remainder Property Before the Imposition of the Easement(s)		\$ 2,850,230
	b.	Market Value of the Easement Area(s) as it Contributes to the Remainder Property Before the Imposition of the Easement(s)		\$ 17,560
	c.	Market Value of the Easement Area(s) as it Contributes to the Remainder Property After the Imposition of the Easement(s)		\$ 13,500
	d.	Diminution or Change of Market Value of Easement Area(s) (b-c)		\$ 4,060
	e.	Market Value of the Remainder Property Outside the Easement Area(s) Before the Imposition of the Easement(s) (a-b)		\$ 2,832,670
	f.	Market Value of the Remainder Property Outside the Easement Area(s) After the Imposition of the Easement(s)		\$ 2,832,670
	g.	Diminution or Change of Market Value of the Remainder Property Outside the Easement Area(s) due to the Imposition of the Easement(s) (e-f)		\$ 0
	h.	Total Compensation for Easement(s)		\$ 4,060

*See form instructions for Part 2 for directions on how to consider damages both inside and outside easement area(s). Permanent easements must be considered first and temporary easements last.

3. Explanation (see form instructions for requirements).

The temporary easement is needed for the purpose of entrance reconstruction, grading and shaping and for other roadway purposes. The temporary easement will terminate three years from the execution date or on the completion of the proposed project, whichever is the sooner.

It is my opinion the remainder property outside of the easement area is not impacted by the imposition of the easement. Therefore, the remainder property does not suffer damages because of the temporary easement.

APPRAISER CERTIFICATION

In accordance with USPAP, I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the Client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
- I have made a personal inspection of the property that is the subject of this report.
- No one provided significant real property appraisal assistance to the person signing this certification.

As required by the Client, I further certify that:

- I have afforded the property owner(s) or their designated representative the opportunity to accompany me at the time of inspection.
- I have made a personal field inspection of the comparable sales relied upon in this appraisal report.
- The subject and comparable sales relied upon in preparing this appraisal were as represented by the photographs contained within the report.
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Act) and its implementing regulation 49 CFR Part 24, as well as the Illinois Department of Transportation's Land Acquisition Policies and Procedures Manual.
- I understand this report may be used in connection with the acquisition of right of way for a highway to be constructed by the State of Illinois with its funds and/or with the assistance of Federal-aid highway funds, or other Federal funds.
- I have prepared this appraisal in accordance with the appropriate state laws, regulations and policies and procedures applicable to appraisal of right of way for such purposes; and that to the best of my knowledge no portion of the value assigned to such property consists of items which are non-compensable under the established laws of Illinois.
- I have not given consideration to, or included in my appraisal, any allowance for relocation assistance benefits.
- Any decrease or increase in the fair market value of real property prior to the date of valuation caused by the public improvement for which such property is acquired, or by the likelihood that the property would be acquired for such improvement, other than that due to physical deterioration within the reasonable control of the owner, was disregarded in opining on the value of the property before the taking. Any decrease or increase in value caused by the actual acquisition of a part of the property was considered in opining on the value of the remainder after the taking. This statement is in compliance with 49 CFR 24.103(b) as well as IDOT's Land Acquisition Policies and Procedures Manual.
- I have not revealed the findings of this appraisal to anyone other than the Client, and that I will not do so until authorized by the Client or until I am required to do so by law, or until I am released from this obligation by having publicly testified to these findings.
- The comments by the licensed real estate appraiser contained within this appraisal report on the condition of the property do not address "standards of practice" as defined in the Home Inspector License Act [225 ILCS 441] and 68 Ill. Adm. Code 1410 and are not to be considered a home inspection or home inspection report.
- My opinion of the fair market value of the part taken and net damage to the remainder, if any, as of the effective date of this appraisal is \$22,195 based upon my independent appraisal and the exercise of my professional judgment.

Statements supplemental to this certification required by membership or candidacy in a professional appraisal organization, are described on an addendum to this certificate and, by reference, are made a part hereof.



Appraiser Name: Randall L. Neff, MAI, SRA
License Type: Certified General Real Estate Appraiser

Appraiser Signature
IL License # 553.001153 Expires: 09/30/2025

Additional Comments:

In addition to the certifications presented on the following page, I further certify that:

The reported analyses, opinions, and conclusions of this report have been prepared in conformity with the requirements of the Code of Professional Ethics, and the Standards of Professional Practice of the Appraisal Institute.

The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives. As of the date of appraisal, Randall L. Neff, MAI, SRA has completed the requirements of the continuing education program of the Appraisal Institute.

Comparable Sale Data

	Comparable Sale No.: I-1
	Seller: Rieker Properties LLC
	Purchaser: Joseph and Ann Palumbo Trust
	Sale Date: March, 2024
	County: Peoria
	Deed Type: Warranty Deed Document Number: 2024-004378
	Verified Sale Price: \$1,385,000
	Unit Price (if applicable): \$479.57 per SF of Building Area
	Zoning: C-2 Large Scale Commercial
	Highest and Best Use: As Improved, fast food restaurant
	Property Rights Conveyed: Leased Fee
	Financing: Market Financing (or Cash)
Conditions of Sale: Market / Arm's-Length	
Name of party to the transaction with whom this sale was verified: See comments Name of appraiser(s) who verified this sale (date sale was verified): Randall L. Neff (August, 2024) Name of appraiser(s) who inspected this sale (date of inspection): Randall Neff (August, 2024) Secondary data sources used to verify this sale: Public Records, Broker Marketing Brochure, Data Service Additional comments on verification process (if applicable): N/A	
Address: 3818 W. War Memorial Drive PIN(s): 13-12-376-001, 13-12-376-005 Location Description: Peoria, Illinois 61615 Legal Description: Part of the SW ¼ Section 13 T19N (metes and bounds) AND Barrington Pointe Outlot A	
Description of the Land Area (Acres): 2.050 Area (SF): 89,298 Describe relevant site details below: Irregular shaped site located on the southeast corner of War Memorial Drive and Baring Trace. Access is off Baring Trace. Topography is rolling and sloping. Site is below street grade. Average daily traffic is 18,700. The following utilities and services are available to this site: Electricity ☒ Water ☒ Gas ☒ Sanitary Sewer ☒ Comments: <u>Allocation of Value (if applicable):</u> Value Allocated to Land Unit Value of Land Select Dropdown	Description of the Improvements (if applicable) Describe relevant building improvement details below: A one story fast food restaurant occupied by Arby's. Building has a brick and EIFS exterior and was built in 1993. Gross building area is 2,888 square feet. Describe relevant site improvement details below: Parking lot, lights, sign, and dumpster enclosure. Property has single drive through lane. <u>Allocation of Value (if applicable):</u> Value Allocated to Improvements
Use the space below to provide additional explanation of relevant details (use an additional page if necessary): The sale was verified through public records, broker marketing brochure and a data service. Broker was contacted via email for confirmation of transaction details but did not reply.	

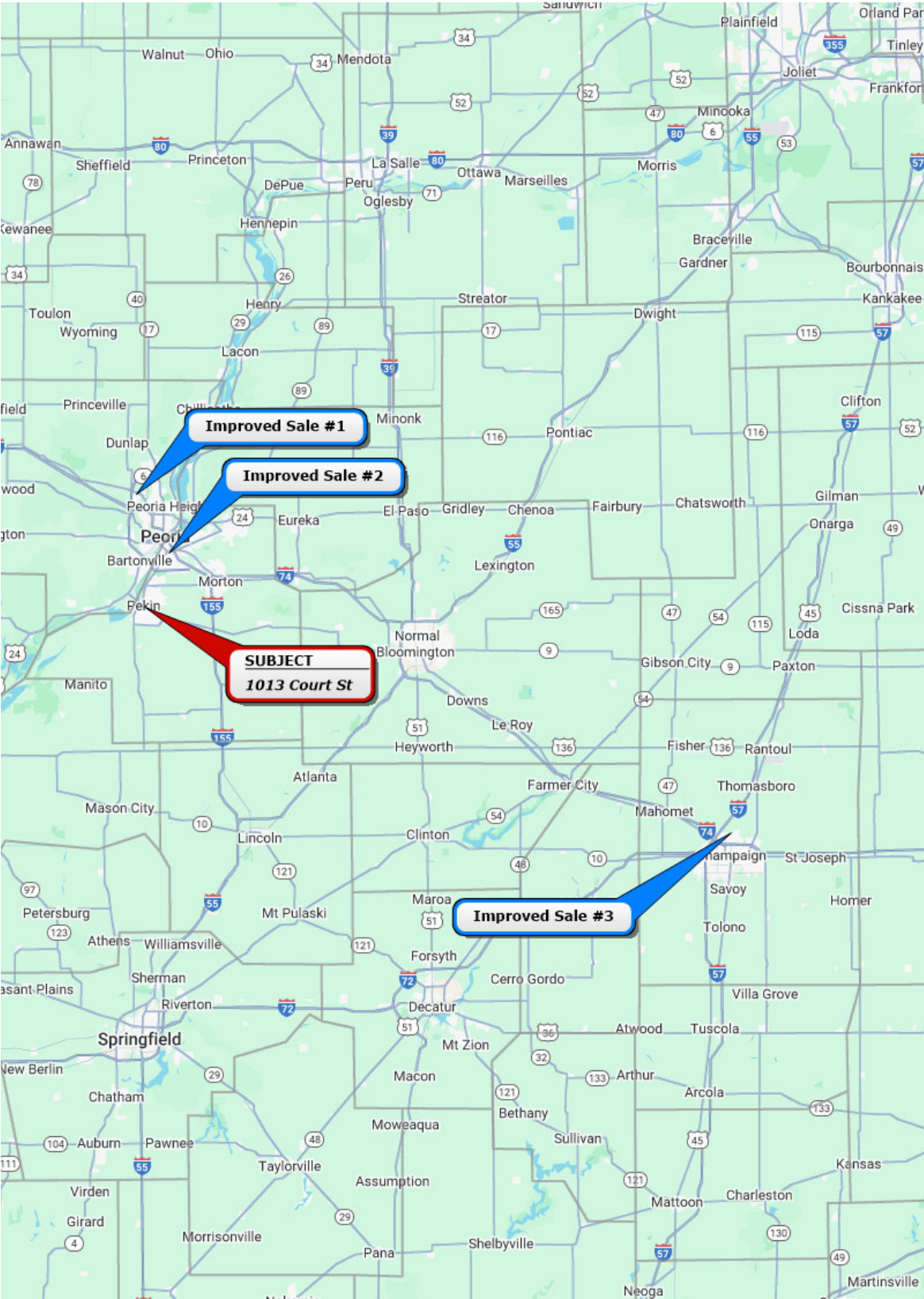
Comparable Sale Data

	Comparable Sale No.: I-2
	Seller: Syndicate Holdings, LLC Series 1201
	Purchaser: Equinox I, LLC
	Sale Date: December, 2021
	County: Tazewell
	Deed Special Warranty Document Type: Deed Number: 2022-00000126
	Verified Sale Price: \$1,365,000
	Unit Price \$582.84 per SF of Building Area (if applicable):
	Zoning: B-3 Business Service District
	Highest and Best Use: As Improved, fast food restaurant
	Property Rights Conveyed: Leased Fee
	Financing: Market Financing (or Cash)
Conditions of Sale: Market / Arm's-Length	
Name of party to the transaction with whom this sale was verified: Seller Representative/Benjamin Joos Name of appraiser(s) who verified this sale (date sale was verified): Randall L. Neff (March, 2022) Name of appraiser(s) who inspected this sale (date of inspection): Randall L. Neff (August, 2024) Secondary data sources used to verify this sale: Public Records, Data Service Additional comments on verification process (if applicable): N/A	
Address: 303-307 S. Main Street; 101-103 Pekin Avenue PIN(s): 01-01-32-413-001, 002 and 003 Location Description: East Peoria, Illinois 61611 Legal Description: Pfeiffers 2 nd Addition Lots 1, 2, and 3	
Description of the Land Area (Acres): 0.441 Area (SF): 19,192 Describe relevant site details below: Rectangular shaped site located on the corner of Main Street, Pekin Avenue and Johnson Street. The site has an upward sloping topography. Access is off of Pekin Avenue and Johnson Street. Average daily traffic is 26,200. The following utilities and services are available to this site: Electricity ☒ Water ☒ Gas ☒ Sanitary Sewer ☒ Comments: <u>Allocation of Value (if applicable):</u> Value Allocated to Land Unit Value of Land Select Dropdown	Description of the Improvements (if applicable) Describe relevant building improvement details below: A one story wood sided building occupied by Dunkin Donuts and Baskin Robbins. Gross building area is 2,342 square feet. Building was built in 2018. Describe relevant site improvement details below: Parking lot, dumpster enclosure, sign. Property has a single drive through lane. <u>Allocation of Value (if applicable):</u> Value Allocated to Improvements
Use the space below to provide additional explanation of relevant details (use an additional page if necessary):	

Comparable Sale Data

	Comparable Sale No.: I-3
	Seller: Mario Allegro
	Purchaser: Proviso Petroleum Co.
	Sale Date: June, 2023
	County: Champaign
	Deed Type: Warranty Deed Document Number: 2023R08628
	Verified Sale Price: \$2,800,000
	Unit Price (if applicable): \$875.00 per SF of Building Area
	Zoning: CG Commercial General
	Highest and Best Use: As Improved, fast food restaurant
	Property Rights Conveyed: Leased Fee
	Financing: Market Financing (or Cash)
Conditions of Sale: Market / Arm's-Length	
Name of party to the transaction with whom this sale was verified: Joseph Lopez/Encore Real Estate Investment Services Name of appraiser(s) who verified this sale (date sale was verified): Randall L. Neff (August, 2024) Name of appraiser(s) who inspected this sale (date of inspection): Randall L. Neff (September, 2024) Secondary data sources used to verify this sale: Public Records, Data Services Additional comments on verification process (if applicable): N/A	
Address: 2033 N. Prospect Avenue PIN(s): 41-20-02-226-005 Location Description: Champaign, Illinois 61822 Legal Description: Lot 205 North Pointe Subdivision No. 3A	
Description of the Land Area (Acres): 0.878 Area (SF): 38,246 Describe relevant site details below: Site is located on the southwest corner of Prospect Avenue and Baytowne Drive. Site is irregular shaped and has a level topography. Average Daily Traffic is 17,000. The following utilities and services are available to this site: Electricity ☒ Water ☒ Gas ☒ Sanitary Sewer ☒ Comments: <u>Allocation of Value (if applicable):</u> Value Allocated to Land Unit Value of Land Select Dropdown	Description of the Improvements (if applicable) Describe relevant building improvement details below: Single story brick fast food restaurant building constructed in 1995. Gross building area is 3,200 square feet. Building is occupied by Wendy's. Building was completely renovated in 2020. Describe relevant site improvement details below: Lighted parking lot, dumpster enclosure, single drive through lane, sign. <u>Allocation of Value (if applicable):</u> Value Allocated to Improvements
Use the space below to provide additional explanation of relevant details (use an additional page if necessary):	

IMPROVED COMPARABLE SALES MAP



Comparable Sale Data

	Comparable Sale No.: L-1	
	Seller: Farmers Automobile Management Corporation	
	Purchaser: Jennings Real Estate Holdings LLC	
	Sale Date: November, 2023	
	County: Tazewell	
	Deed Type: Warranty Deed	Document Number: 2023-00014536
	Verified Sale Price: \$200,000	
	Unit Price (if applicable): \$5.96 per SF of Land Area	
	Zoning: B-1 Local Business District	
	Highest and Best Use: Commercial Development	
Property Rights Conveyed: Fee Simple		
Financing: Market Financing (or Cash)		
Conditions of Sale: Market / Arm's-Length		
Name of party to the transaction with whom this sale was verified: Seller Representative Name of appraiser(s) who verified this sale (date sale was verified): Randall L. Neff (January, 2024) Name of appraiser(s) who inspected this sale (date of inspection): Randall L. Neff (January, 2024) Secondary data sources used to verify this sale: Public Records Additional comments on verification process (if applicable): N/A		
Address: 2201 Broadway Road PIN(s): 04-04-36-328-012 Location Description: Pekin, Illinois 61554 Legal Description: Parkway Manor Extn. 7 100 x 220 tract of Lot 101 & 219 x 150 Tract in SE ¼ SE ¼ S36 T25N		
Description of the Land Area (Acres): Area (SF): 33,541 Describe relevant site details below: Site is located on the northeast corner of Broadway and Parkway. Site has a level topography. The following utilities and services are available to this site: Electricity ☒ Water ☒ Gas ☒ Sanitary Sewer ☒ Comments: <u>Allocation of Value (if applicable):</u> Value Allocated to Land Unit Value of Land Select Dropdown	Description of the Improvements (if applicable) Describe relevant building improvement details below: None Describe relevant site improvement details below: None <u>Allocation of Value (if applicable):</u> Value Allocated to Improvements	
Use the space below to provide additional explanation of relevant details (use an additional page if necessary): At one time, the site had been improved with a branch banking facility. The building was demolished years prior to this sale.		

Comparable Sale Data

	Comparable Sale No.: L-2
	Seller: JCE Properties LLC
	Purchaser: LaFiesta of Pekin, Inc.
	Sale Date: March, 2023
	County: Tazewell
	Deed Type: Warranty Deed Document Number: 2023-00003637
	Verified Sale Price: \$295,000
	Unit Price (if applicable): \$8.47 per SF of Land Area
	Zoning: B-3 General Business District
	Highest and Best Use: Commercial Development
	Property Rights Conveyed: Fee Simple
	Financing: Market Financing (or Cash)
Conditions of Sale: Market / Arm's-Length	
Name of party to the transaction with whom this sale was verified: Matt Abraham/buyer real estate broker Name of appraiser(s) who verified this sale (date sale was verified): Randall L. Neff (March, 2023) Name of appraiser(s) who inspected this sale (date of inspection): Randall L. Neff (March, 2023) Secondary data sources used to verify this sale: Public Records Additional comments on verification process (if applicable): N/A	
Address: S. Veterans Drive PIN(s): 11-11-07-400-035 Location Description: Pekin, Illinois 61554 Legal Description: Walton Subdivision Lot 4	
Description of the Land Area (Acres): Area (SF): 34,848 Describe relevant site details below: The site is an irregular shaped tract of land located on the Corner of Veterans Drive and a service drive to Wal-Mart. The site has a level to gently rolling topography. The following utilities and services are available to this site: Electricity ☒ Water ☒ Gas ☒ Sanitary Sewer ☒ Comments: <u>Allocation of Value (if applicable):</u> Value Allocated to Land Unit Value of Land Select Dropdown	Description of the Improvements (if applicable) Describe relevant building improvement details below: None Describe relevant site improvement details below: None <u>Allocation of Value (if applicable):</u> Value Allocated to Improvements
Use the space below to provide additional explanation of relevant details (use an additional page if necessary): The property was purchased by the adjacent property owner for future expansion. The broker verified that the price was representative of market price. The property had been listed for sale prior to the sale.	

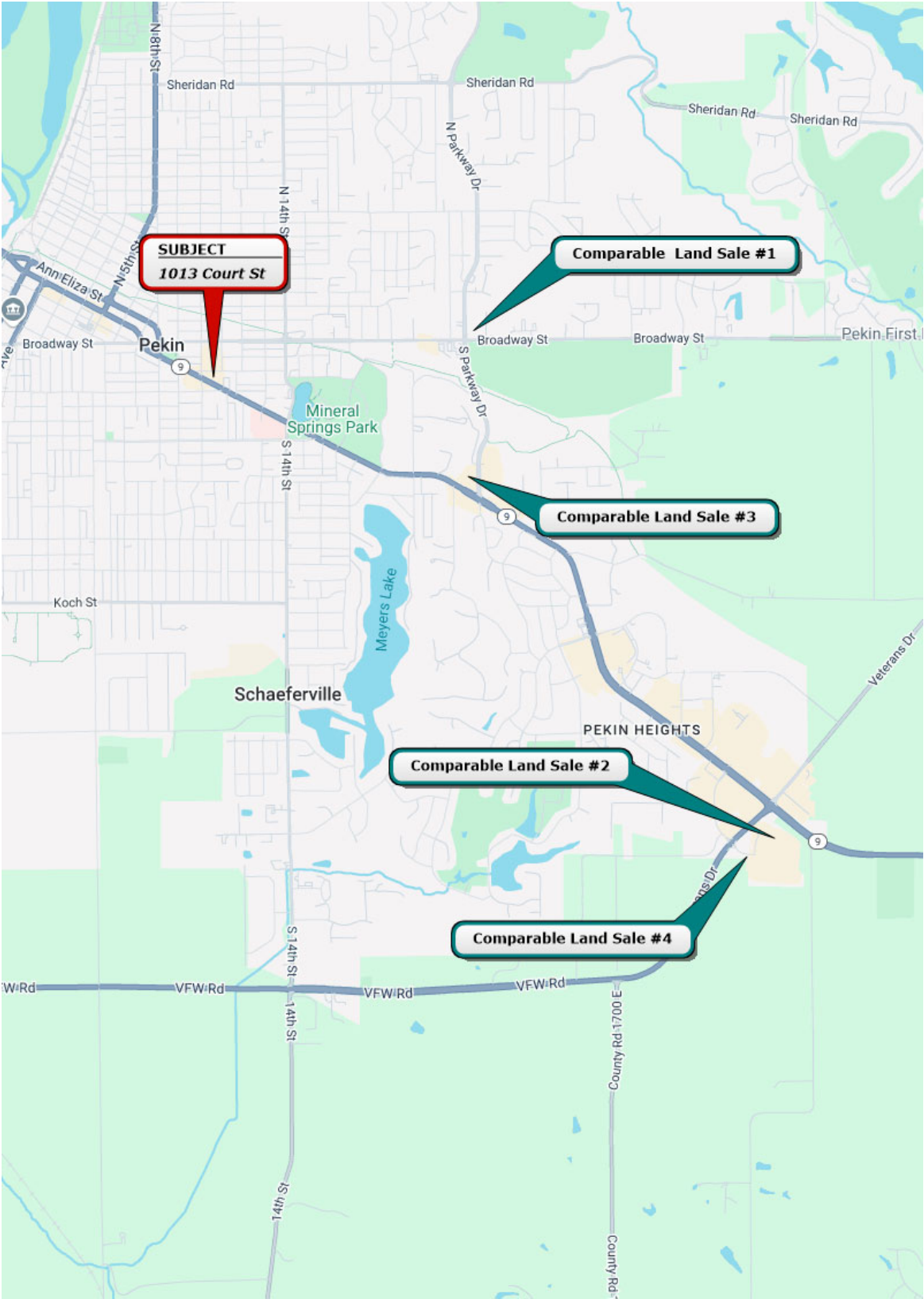
Comparable Sale Data

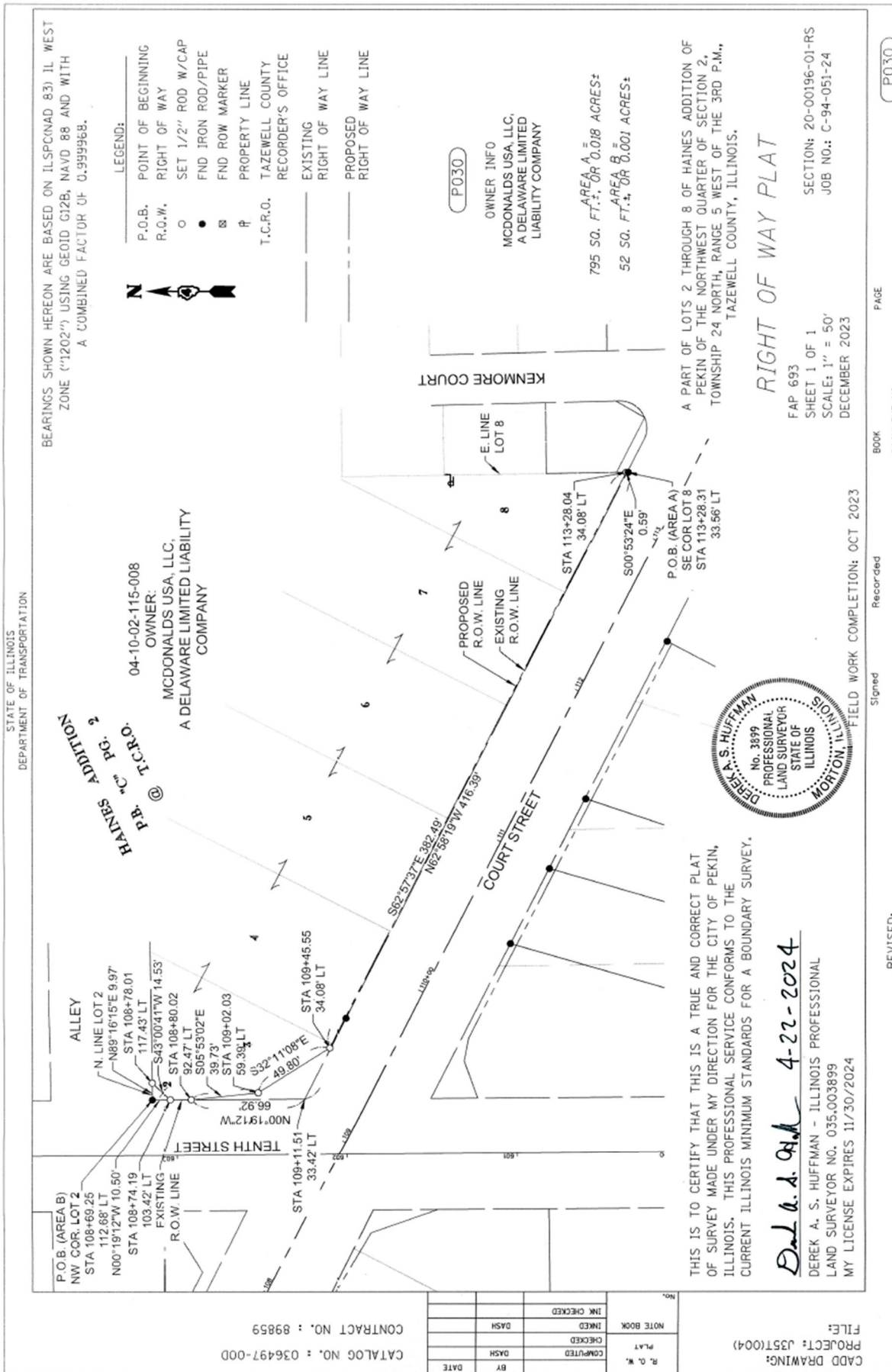
	Comparable Sale No.: L-3
	Seller: True Blue Aqua, LLC
	Purchaser: CFT NV Developments
	Sale Date: May, 2022
	County: Tazewell
	Deed Type: Warranty Deed Document Number: 2022-07973/07974
	Verified Sale Price: \$315,000
	Unit Price (if applicable): \$6.89 per SF of Land Area
	Zoning: B-3 General Business District
	Highest and Best Use: Commercial Development
Property Rights Conveyed: Fee Simple	
Financing: Market Financing (or Cash)	
Conditions of Sale: Market / Arm's-Length	
Name of party to the transaction with whom this sale was verified: Madison Maloof of Maloof Commercial Real Estate Name of appraiser(s) who verified this sale (date sale was verified): Randall L. Neff (March, 2023) Name of appraiser(s) who inspected this sale (date of inspection): Randall L. Neff (March, 2023) Secondary data sources used to verify this sale: Public Records Additional comments on verification process (if applicable): N/A	
Address: 2015 Court Street PIN(s): 04-10-01-310-012 and 04-10-01-310-013 Location Description: Pekin, Illinois 61554 Legal Description:	
Description of the Land Area (Acres): Area (SF): 45,738 Describe relevant site details below: An irregular shaped tract of land located on the northwest corner of Court and Parkway. The site has a level topography. The following utilities and services are available to this site: Electricity ☒ Water ☒ Gas ☒ Sanitary Sewer ☒ Comments: <u>Allocation of Value (if applicable):</u> Value Allocated to Land Unit Value of Land Select Dropdown	Description of the Improvements (if applicable) Describe relevant building improvement details below: None Describe relevant site improvement details below: None <u>Allocation of Value (if applicable):</u> Value Allocated to Improvements
Use the space below to provide additional explanation of relevant details (use an additional page if necessary): At one time, the site had been improved with a Hardee's restaurant. The building had been demolished in 2014 and the Property was sold for \$600,000 in 2018. The buyer had planned on developing a car wash on the site. The property was sold in 2022 and a Panda Express restaurant has been constructed on the site.	

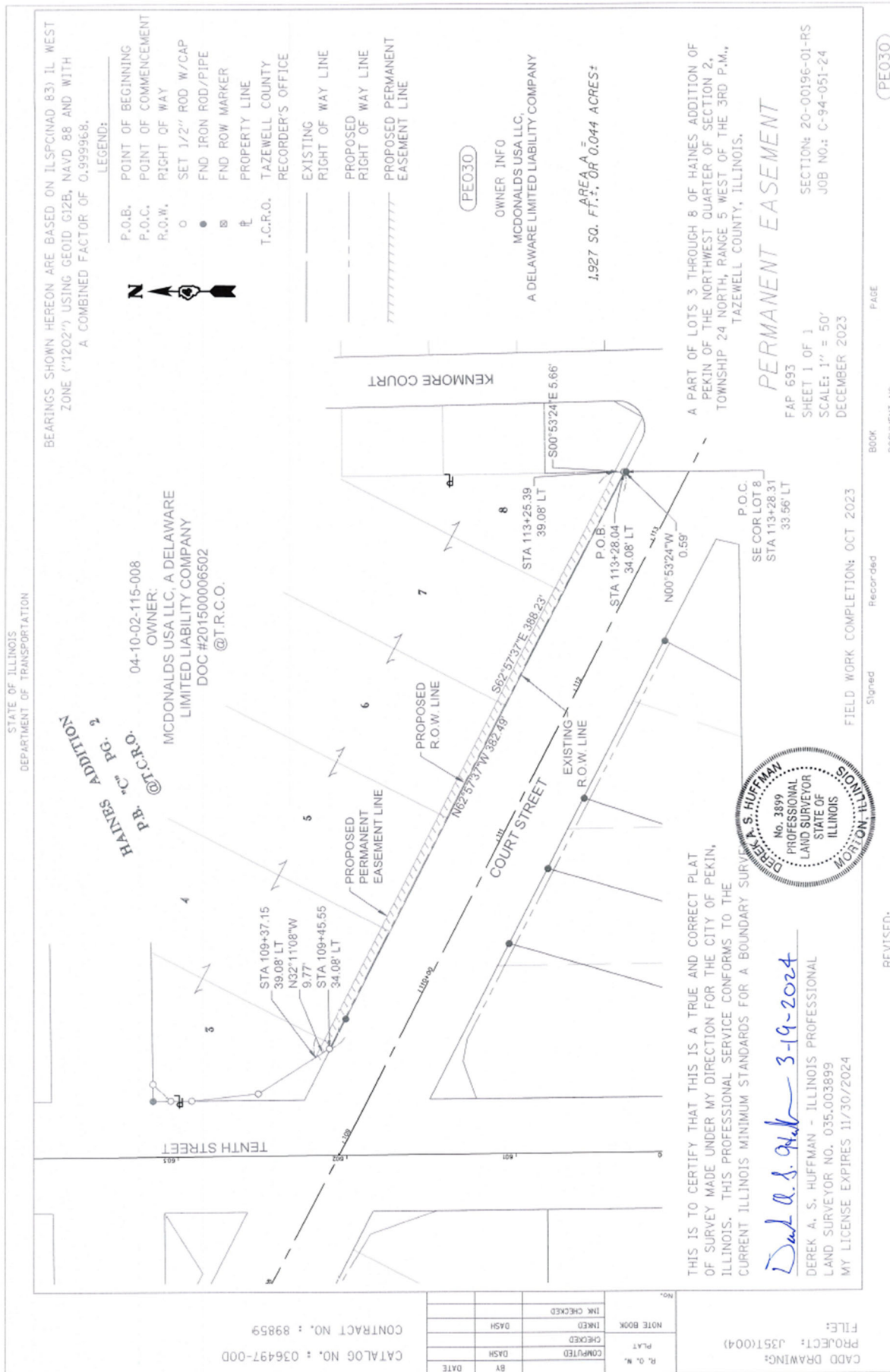
Comparable Sale Data

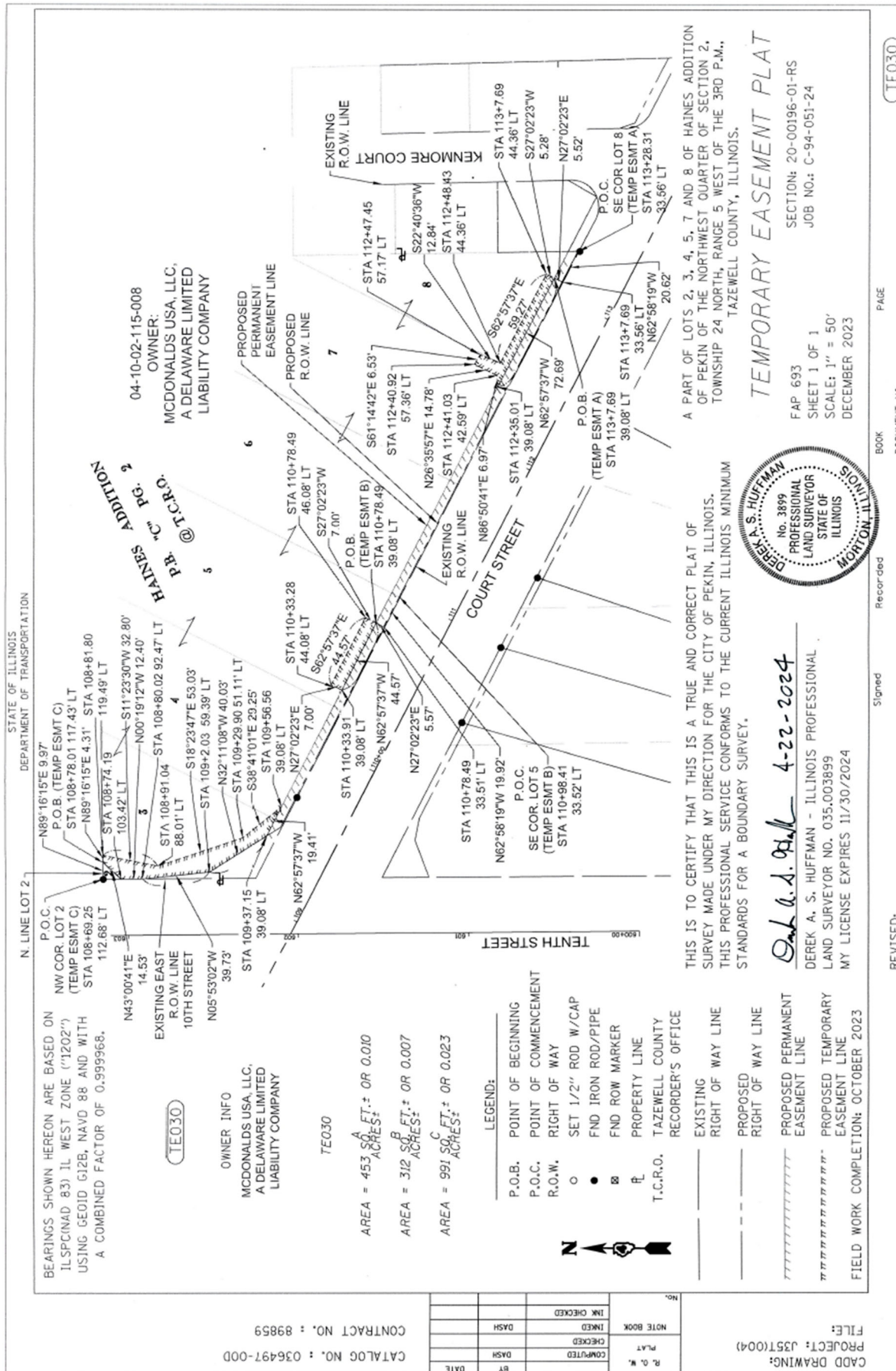
	Comparable Sale No.: L-4	
	Seller: East Court Village, LLC	
	Purchaser: La Fiesta of Pekin, Inc.	
	Sale Date: March, 2021	
	County: Tazewell	
	Deed Type: Warranty Deed	Document Number: 2021-00005099
	Verified Sale Price: \$450,000	
	Unit Price (if applicable): \$8.54 per SF of Land Area	
	Zoning: B-3 General Business District	
	Highest and Best Use: Commercial Development	
Property Rights Conveyed: Fee Simple		
Financing: Market Financing (or Cash)		
Conditions of Sale: Market / Arm's-Length		
Name of party to the transaction with whom this sale was verified: Ken Diana of Cullinan Properties Name of appraiser(s) who verified this sale (date sale was verified): Randall Neff (December, 2022) Name of appraiser(s) who inspected this sale (date of inspection): Randall Neff (December, 2022) Secondary data sources used to verify this sale: Public Records, Transfer Declaration Additional comments on verification process (if applicable): None		
Address: 100 Commercial Street PIN(s): 11-11-07-310-001 Location Description: Pekin, Illinois 61554 Legal Description: East Court Village Sub Lot 6		
Description of the Land Area (Acres): 1.21 Area (SF): 52,708 Describe relevant site details below: An irregular shaped tract of land located at the intersection of Veterans Drive and Commercial Street. The site has a level topography The following utilities and services are available to this site: Electricity ☒ Water ☒ Gas ☒ Sanitary Sewer ☒ Comments: <u>Allocation of Value (if applicable):</u> Value Allocated to Land Unit Value of Land Select Dropdown	Description of the Improvements (if applicable) Describe relevant building improvement details below: None Describe relevant site improvement details below: None <u>Allocation of Value (if applicable):</u> Value Allocated to Improvements	
Use the space below to provide additional explanation of relevant details (use an additional page if necessary): The property was purchased for development of a restaurant. The buyer purchased comparable sale L-2. The sale prices of both properties confirm that L-2 is representative of a market transaction.		

COMPARABLE LAND SALES MAP









MCDONALDS USA, LLC, A DELAWARE LIMITED LIABILITY COMPANY
C-94-051-24
P030
04-10-02-115-008
WARRANTY DEED

AREA A

A PART OF LOTS 2 THROUGH 8 OF HAINES ADDITION OF PEKIN OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWELL COUNTY, ILLINOIS, AS SHOWN BY THE PLAT RECORDED IN PLAT BOOK "C", PAGE 2, IN THE TAZEWELL COUNTY RECORDERS OFFICE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 8; THENCE NORTH 62 DEGREES 58 MINUTES 19 SECONDS WEST, ON THE EXISTING NORTHEASTERLY RIGHT OF WAY LINE OF COURT STREET, 416.39 FEET TO THE EAST RIGHT OF WAY LINE OF 10TH STREET; THENCE NORTH 00 DEGREES 19 MINUTES 12 SECONDS WEST, ON SAID EAST RIGHT OF WAY LINE, 66.92 FEET TO A SET IRON ROD WITH CAP; (THE NEXT 3 COURSES BEING ON THE PROPOSED NORTHEASTERLY RIGHT OF WAY LINE OF COURT STREET; THENCE SOUTH 05 DEGREES 53 MINUTES 02 SECONDS EAST, 39.73 FEET TO A SET IRON ROD WITH CAP; THENCE SOUTH 32 DEGREES 11 MINUTES 08 SECONDS EAST, 49.80 FEET TO A SET IRON ROD WITH CAP; THENCE SOUTH 62 DEGREES 57 MINUTES 37 SECONDS EAST, 382.49 FEET TO A SET IRON ROD WITH CAP ON THE EAST LINE OF SAID LOT 8; THENCE SOUTH 00 DEGREES 53 MINUTES 24 SECONDS EAST, ON SAID EAST LINE, 0.59 FEET TO THE POINT OF BEGINNING, CONTAINING 795 SQUARE FEET, MORE OR LESS, OR 0.018 ACRES, MORE OR LESS.

AREA B

A PART OF LOT 2 OF HAINES ADDITION OF PEKIN OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWELL COUNTY, ILLINOIS, AS SHOWN BY THE PLAT RECORDED IN PLAT BOOK "C", PAGE 2, IN THE TAZEWELL COUNTY RECORDERS OFFICE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 2; THENCE NORTH 89 DEGREES 16 MINUTES 15 SECONDS EAST, ON THE NORTH LINE OF SAID LOT 2, 9.97 FEET TO A SET IRON ROD WITH CAP; THENCE SOUTH 43 DEGREES 00 MINUTES 41 SECONDS WEST, ON THE PROPOSED RIGHT OF WAY LINE OF 10TH STREET, 14.53 FEET TO A SET IRON ROD WITH CAP ON THE EXISTING EAST RIGHT OF WAY LINE OF 10TH STREET; THENCE NORTH 00 DEGREES 19 MINUTES 12 SECONDS WEST, ON SAID EXISTING EAST RIGHT OF WAY LINE, 10.50 FEET TO THE POINT OF BEGINNING, CONTAINING 52 SQUARE FEET, MORE OR LESS, OR 0.001 ACRE, MORE OR LESS.

Owner McDonalds USA LLC
Address 1013 Court St.
Pekin, IL 61554
Route FAP 693(Court Street)
County Tazewell
Job No. C-94-051-24
Parcel No. 30
P.I.N. No. 04-10-02-115-008
Section 20-00196-01-RS
Project No. J35T(004)
Contract No. 89859
Catalog No. 036497-00D

PERMANENT EASEMENT
(Limited Liability Company)

McDonalds USA LLC, a Delaware limited liability company, organized and existing under and by virtue of the laws of the State of Delaware and duly authorized to do business under the Statutes of the State of Illinois, (Grantor), for and in consideration of _____ Dollars (\$ _____), receipt of which is hereby acknowledged, and pursuant to the authority given by the member(s) of said company, hereby represents that Grantor owns the fee simple title to and grants and conveys to the City of Pekin, (Grantee), a permanent easement for the purpose of utility installation and maintenance, sidewalk installation and for other roadway purposes, on, over and through the following described real estate:

See attached legal description.

situated in the County of Tazewell, State of Illinois and hereby releases and waives all right under and by virtue of the Homestead Exemption Laws of the State of Illinois. The above-described real estate and improvements located thereon are herein referred to as the "premises."

Grantor shall have and retains all rights to use and occupy the premises and access to Grantor's remaining property, except as herein expressly granted; provided, however, Grantor's use and occupation of the premises may not interfere with Grantee's use of the premises for the purposes herein described.

This permanent easement is made, executed and delivered pursuant to a resolution duly adopted at a meeting of the members of the said limited liability company held on the ____ day of _____, 2024.

Grantor, without limiting the interest above granted and conveyed, acknowledges that upon payment of the agreed consideration, all claims arising out of the above acquisition have been settled, including without limitation, any diminution in value to any remaining property of the Grantor caused by opening, improving, and using the premises for roadway purposes. This acknowledgment does not waive any claim for trespass or negligence against the Grantee or Grantee's agents which may cause damage to Grantor's remaining property.

This grant shall constitute a covenant, which runs with the land, and shall be binding upon the legal representatives, successors and assigns of Grantor.

Dated this _____ day of _____, 2024.

McDonalds USA LLC, a Delaware
limited liability company

Company Name

By: _____
Signature

Print Name and Title

State of _____)
County of _____) ss
_____)

This instrument was acknowledged before me on _____, 2024, by
_____, as _____
of McDonalds USA LLC, a Delaware limited liability company .

(SEAL)

Notary Public

My Commission Expires: _____

This instrument was prepared by and after
recording, return to:

City of Pekin
ATTN: City Engineer
111 S. Capitol St.
Pekin, IL 61554

PART OF LOTS 3 THROUGH 8 OF HAINES ADDITION OF PEKIN OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWELL COUNTY, ILLINOIS, AS SHOWN BY THE PLAT RECORDED IN PLAT BOOK "C", PAGE 2, IN THE TAZEWELL COUNTY RECORDERS OFFICE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 8; THENCE NORTH 00 DEGREES 53 MINUTES 24 SECONDS WEST, ON THE EAST LINE OF SAID LOT 8, 0.59 FEET TO A SET IRON ROD WITH CAP ON THE PROPOSED NORTHEASTERLY RIGHT OF WAY LINE OF COURT STREET AS THE POINT OF BEGINNING:

FROM THE POINT OF BEGINNING, THENCE NORTH 62 DEGREES 57 MINUTES 37 SECONDS WEST, ON SAID PROPOSED NORTHEASTERLY RIGHT OF WAY LINE, 382.49 FEET TO A SET IRON ROD WITH CAP; THENCE CONTINUING NORTH 32 DEGREES 11 MINUTES 08 SECONDS WEST, ON SAID PROPOSED NORTHEASTERLY RIGHT OF WAY LINE, 9.77 FEET; THENCE SOUTH 62 DEGREES 57 MINUTES 37 SECONDS EAST, 388.23 FEET TO SAID EAST LINE; THENCE SOUTH 00 DEGREES 53 MINUTES 24 SECONDS EAST, ON SAID EAST LINE, 5.66 FEET TO THE POINT OF BEGINNING, CONTAINING 1927 SQUARE FEET, MORE OR LESS, OR 0.044 ACRES, MORE OR LESS.

Owner McDonalds USA LLC
Address 1013 Court St.
Pekin, IL 61554
Route FAP 693(Court Street)
County Tazewell
Job No. C-94-051-24
Parcel No. 030
P.I.N. No. 04-10-02-115-008
Section 20-00196-01-RS
Project No. J35T(004)
Contract No. 89859
Catalog No. 036497-00D

TEMPORARY CONSTRUCTION EASEMENT
(Limited Liability Company)

McDonalds USA LLC, a Delaware limited liability company organized and existing under and by virtue of the laws of the State of Delaware and duly authorized to do business under the Statutes of the State of Illinois, (Grantor), for and in consideration of _____ Dollars (\$ _____), receipt of which is hereby acknowledged, and pursuant to the authority given by the member(s) of said company, hereby represents that Grantor owns the fee simple title to and grants and conveys to the City of Pekin, (Grantee), a temporary construction easement for the purpose of entrance reconstruction, grading, shaping and other roadway purposes, on, over, and through the following described real estate:

See attached legal description.

situated in the County of Tazewell, State of Illinois. The above-described real estate and improvements located thereon are herein referred to as the "premises."

The right, easement and privilege granted herein shall terminate three years from the execution of this document, or on the completion of the proposed project, whichever is the sooner.

Grantor shall have and retain all rights to use and occupy the premises and access to Grantor's remaining property, except as herein expressly granted; provided, however, that Grantor's use and occupation of the premises may not interfere with Grantee's use of the premises for the purposes herein described.

Grantor, without limiting the interest above granted and conveyed, acknowledges that upon payment of the agreed consideration, all claims arising out of the above acquisition have been settled, including without limitation, any diminution in value to any remaining property of the Grantor caused by the opening, improving and using the premises for roadway purposes. This acknowledgment does not waive any claim for trespass or negligence against the Grantee or Grantee's agents which may cause damage to the Grantor's remaining property.

This grant shall constitute a covenant, which runs with the land, and shall be binding upon the legal representative, successors and assigns of Grantor.

Dated this _____ day of _____, 2024.

McDonald's USA, LLC a Delaware
limited liability company

Company Name

By: _____
Signature

Print Name and Title

State of
)

)

) ss

County of

)

This instrument was acknowledged before me on _____, 2024, by

_____, as _____
of McDonald's USA, LLC a Delaware limited liability company .

(SEAL)

Notary Public

My Commission Expires: _____

This instrument was prepared by and after
recording return to:

City of Pekin
ATTN: City Engineer
111 S. Capitol St.
Pekin, IL 61554

A PART OF LOT 7 AND LOT 8 OF HAINES ADDITION OF PEKIN OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWELL COUNTY, ILLINOIS, AS SHOWN BY THE PLAT RECORDED IN PLAT BOOK "C", PAGE 2, IN THE TAZEWELL COUNTY RECORDERS OFFICE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 8; THENCE NORTH 62 DEGREES 58 MINUTES 19 SECONDS WEST, ON THE EXISTING NORTHEASTERLY RIGHT OF WAY LINE OF COURT STREET, 20.62 FEET; THENCE NORTH 27 DEGREES 02 MINUTES 23 SECONDS EAST, 5.52 FEET TO THE POINT OF BEGINNING:

FROM THE POINT OF BEGINNING, THENCE NORTH 62 DEGREES 57 MINUTES 37 SECONDS WEST, 72.69 FEET; THENCE NORTH 86 DEGREES 50 MINUTES 41 SECONDS EAST, 6.97 FEET; THENCE NORTH 26 DEGREES 35 MINUTES 57 SECONDS EAST, 14.78 FEET; THENCE SOUTH 61 DEGREES 14 MINUTES 42 SECONDS EAST, 6.53 FEET; THENCE SOUTH 22 DEGREES 40 MINUTES 36 SECONDS WEST, 12.84 FEET; THENCE SOUTH 62 DEGREES 57 MINUTES 37 SECONDS EAST, 59.27 FEET; THENCE SOUTH 27 DEGREES 02 MINUTES 23 SECONDS WEST, 5.28 FEET TO THE POINT OF BEGINNING, CONTAINING 453 SQUARE FEET, MORE OR LESS, OR 0.010 ACRES, MORE OR LESS.

TEMPORARY EASEMENT B

A PART OF LOT 5 OF HAINES ADDITION OF PEKIN OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWELL COUNTY, ILLINOIS, AS SHOWN BY THE PLAT RECORDED IN PLAT BOOK "C", PAGE 2, IN THE TAZEWELL COUNTY RECORDERS OFFICE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 5; THENCE NORTH 62 DEGREES 58 MINUTES 19 SECONDS WEST, ON THE EXISTING NORTHEASTERLY RIGHT OF WAY LINE OF COURT STREET, 19.92 FEET; THENCE NORTH 27 DEGREES 02 MINUTES 23 SECONDS EAST, 5.57 FEET TO THE POINT OF BEGINNING:

FROM THE POINT OF BEGINNING, THENCE NORTH 62 DEGREES 57 MINUTES 37 SECONDS WEST, 44.57 FEET; THENCE NORTH 27 DEGREES 02 MINUTES 23 SECONDS EAST, 7.00 FEET; THENCE SOUTH 62 DEGREES 57 MINUTES 37 SECONDS EAST, 44.57 FEET; THENCE SOUTH 27 DEGREES 02 MINUTES 23 SECONDS WEST, 7.00 FEET TO THE POINT OF BEGINNING, CONTAINING 312 SQUARE FEET, MORE OR LESS, OR 0.007 ACRES, MORE OR LESS.

TEMPORARY EASEMENT C

A PART OF LOTS 2 THROUGH 4 OF HAINES ADDITION OF PEKIN OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 24 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, TAZEWELL COUNTY, ILLINOIS, AS SHOWN BY THE PLAT RECORDED IN PLAT BOOK "C", PAGE 2, IN THE TAZEWELL COUNTY RECORDERS OFFICE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 2; THENCE NORTH 89 DEGREES 16 MINUTES 15 SECONDS EAST, ON THE NORTH LINE OF SAID LOT 2, 9.97 FEET TO THE POINT OF BEGINNING:

FROM THE POINT OF BEGINNING; THENCE CONTINUING NORTH 89 DEGREES 16 MINUTES 15 SECONDS EAST, ON SAID NORTH LINE, 4.31 FEET; THENCE SOUTH 11 DEGREES 23 MINUTES 30 SECONDS WEST, 32.80 FEET; THENCE SOUTH 18 DEGREES 23 MINUTES 47 SECONDS EAST, 53.03 FEET; THENCE SOUTH 38

DEGREES 41 MINUTES 01 SECONDS EAST, 29.25 FEET; THENCE NORTH 62 DEGREES 57 MINUTES 37 SECONDS WEST, 19.41 FEET TO THE PROPOSED RIGHT OF WAY LINE OF COURT STREET; THENCE NORTH 32 DEGREES 11 MINUTES 08 SECONDS WEST, ON SAID PROPOSED RIGHT OF WAY LINE, 40.03 FEET; THENCE NORTH 05 DEGREES 53 MINUTES 02 SECONDS WEST, ON SAID PROPOSED RIGHT OF WAY LINE, 39.73 FEET TO THE EXISTING EAST RIGHT OF WAY LINE OF 10TH STREET; THENCE NORTH 00 DEGREES 19 MINUTES 12 SECONDS WEST, ON SAID EAST RIGHT OF WAY LINE, 12.40 FEET TO THE PROPOSED RIGHT OF WAY LINE OF 10TH STREET; THENCE NORTH 43 DEGREES 00 MINUTES 41 SECONDS EAST, ON SAID PROPOSED RIGHT OF WAY LINE, 14.53 FEET TO THE POINT OF BEGINNING, CONTAINING 1044 SQUARE FEET, MORE OR LESS, OR 0.024 ACRES, MORE OR LESS.

THE SAID TRACTS A, B AND C CONTAIN A TOTAL OF 1,809 SQUARE FEET, MORE OR LESS OR 0.041 ACRES.



REQUEST FOR COUNCIL ACTION

Agenda Date: January 13, 2025
To: Members of the City Council
From: Eric Dubrowski, Finance Director

AGENDA ITEM: Resolution No. 426-24/25 ~~226-24/25~~ Updating Policy No. 7 City of Pekin Policy for Funding the Fire Pension Fund & Policy No. 14 - City of Pekin Policy for Funding the Police Pension Fund

DESCRIPTION: At the October 28th, 2024, City Council meeting, there was a request to clarify the City's policies regarding contributions to the Police and Fire Pension Funds.

The current policies state the following:

- City of Pekin Policy No. 7 – City of Pekin Policy for Funding the Fire Pension Fund: The City of Pekin shall fund the Pekin Fire Pension Fund at 105% of the annual actuarial requirements, as determined by an annual independent actuarial calculation, until the funded ratio reaches or exceeds 66.7% of the funding requirements as determined by the Department of Insurance.
- City of Pekin Policy No. 14 – City of Pekin Policy for Funding the Police Pension Fund: The City of Pekin shall fund the Pekin Police Pension Fund at 103% of the annual actuarial requirements, as determined by an independent actuarial calculation, until the funded ratio reaches or exceeds 75% of the funding requirements as determined by the Department of Insurance.

The new recommended verbiage is as follows:

- City of Pekin Policy No. 7 – Fire Pension Fund Funding Policy: City staff shall present a budget to the City Council that includes the full recommended employer contribution, as determined by an annual independent actuarial calculation. Staff in addition to the full recommended employer contribution, will also provide the City Council with figures showing the alternative/minimum contribution and a figure representing 105% of the alternative/minimum contribution. The City Council will have the authority to adjust the employer's contribution as part of the annual budget adoption process.
- City of Pekin Policy No. 14 – Police Pension Fund Funding Policy: City staff shall present a budget to the City Council that includes the full recommended employer contribution, as determined by an annual independent actuarial calculation. Staff in addition to the full recommended employer contribution, will also provide the City Council with figures showing the alternative/minimum contribution and a figure representing 103% of the alternative/minimum contribution. The City Council will have the authority to adjust the employer's contribution as part of the annual budget adoption process.

It is recommended that the City Council adopt a resolution to formalize these amended policy changes.

FINANCIAL IMPACT:**REVIEWED BY:**

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

Approved - 1/8/2025
Approved - 1/8/2025
Approved - 1/8/2025
Final Approval - 1/10/2025

Resolution No. ~~426-24/25~~ 226-24/25 Updating Policy No. 7 City of Pekin Policy for Funding the Fire Pension Fund & Policy No. 14 - City of Pekin Policy for Funding the Police Pension Fund

WHEREAS, the City of Pekin is committed to ensuring the long-term financial sustainability and transparency of its Police and Fire Pension Funds; and

WHEREAS, the City's current pension fund policies, as outlined in Policy No. 7 for the Fire Pension Fund and Policy No. 14 for the Police Pension Fund, require contributions of 105% and 103% of the annual actuarial requirements, respectively, until respective funding ratio thresholds are met; and

WHEREAS, City of Pekin Policy No. 7 (Fire Pension Fund) and City of Pekin Policy No. 14 (Police Pension Fund) are to be revised as outlined in this resolution; and

WHEREAS, the purpose of these revisions is to provide clear guidance to City staff when preparing the proposed budget for Council consideration; and

WHEREAS, the revisions aim to enhance transparency, allowing the City Council to better understand the recommended pension fund contributions within the annual budget.

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. 7, Policy for Funding the Fire Pension Fund, is hereby amended as follows (underline indicates addition and ~~strikethrough~~ indicates deletion):

Policy: City of Pekin Policy No. 7 – City of Pekin Policy for Funding the Fire Pension Fund: ~~The City of Pekin shall fund the Pekin Fire Pension Fund at 105% of the annual actuarial requirements, as determined by an annual independent actuarial calculation, until the funded ratio reaches or exceeds 66.7% of the funding requirements as determined by the Department of Insurance.~~

City staff shall present a budget to the City Council that includes the full recommended employer contribution, as determined by an annual independent actuarial calculation. Staff in addition to the full recommended employer contribution, will also provide the City Council with figures showing the alternative/minimum contribution and a figure representing 105% of the alternative/minimum contribution. The City Council will have the authority to adjust the employer's contribution as part of the annual budget adoption process.

Section 3. City of Pekin Policy No. 14, Policy for Funding the Police Pension Fund, is hereby amended as follows (underline indicates addition and ~~strikethrough~~ indicates deletion):

Policy: City of Pekin Policy No. 14 – City of Pekin Policy for Funding the Police Pension Fund: ~~The City of Pekin shall fund the Pekin Police Pension Fund at 103% of the annual actuarial requirements, as determined by an independent actuarial calculation, until the funded ratio reaches or exceeds 75% of the funding requirements~~

as determined by the Department of Insurance.

City staff shall present a budget to the City Council that includes the full recommended employer contribution, as determined by an annual independent actuarial calculation. Staff in addition to the full recommended employer contribution, will also provide the City Council with figures showing the alternative/minimum contribution and a figure representing 103% of the alternative/minimum contribution. The City Council will have the authority to adjust the employer's contribution as part of the annual budget adoption process.

Section 4. This Resolution shall be effective with the fire and police pension contributions made in Fiscal Year 2026.

RESULT:	PASSED (7 TO 0)
MOVER:	Council Member Lloyd Orrick
SECONDER:	Council Member Dave Nutter
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Council Member Hilst, Council Member Orrick, Mayor Pro Tem Hohimer, Council Member Onken
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

CITY OF PEKIN POLICY NO. 7

City of Pekin Policy for Funding the Fire Pension Fund

Policy

The City of Pekin shall fund the Pekin Fire Pension Fund at 105 % of the annual actuarial requirements for the fund as determined by an annual independent actuarial calculation until such time as the funded ratio is equal to or greater than 66.7% of the funding requirements as determined by the Department of Insurance.

Purpose

The Investment Committee of the City has reviewed the past 25 years funding of the fire pension fund and recommended to the City Council and to the fire pension fund to adopt procedures to insure the sound management of the fund's investment portfolio to control the fund's expenses and to use sound discretion in administering all claims for the funds. Therefore, this policy is adopted to assure the fire pension fund will received additional annual funding until the actuarial liability is equal to or greater than 66.7% of funding requirements in order to provided fund needs and demands for the benefit of its members.

Adopted this 8th day of January 2001.



City of Pekin

CITY OF PEKIN POLICY NO. 8

City of Pekin Policy for Funding the Police Pension Fund

Policy

The City of Pekin shall fund the Pekin Police Pension Fund at 100% of the annual actuarial requirements for the fund as determined by an annual independent actuarial calculation.

Purpose

This policy is adopted to assure the Police Pension fund will receive annual funding of the actuarial liability. Such funding will provide for the financial stability of the Police Pension Fund and secure the retirement benefits of its members

Adopted this 9th day of September 2002.

Revised Policy 14 December 10, 2007



CITY OF PEKIN POLICY NO. 14

City of Pekin Policy For Funding the Police Pension Fund

Policy

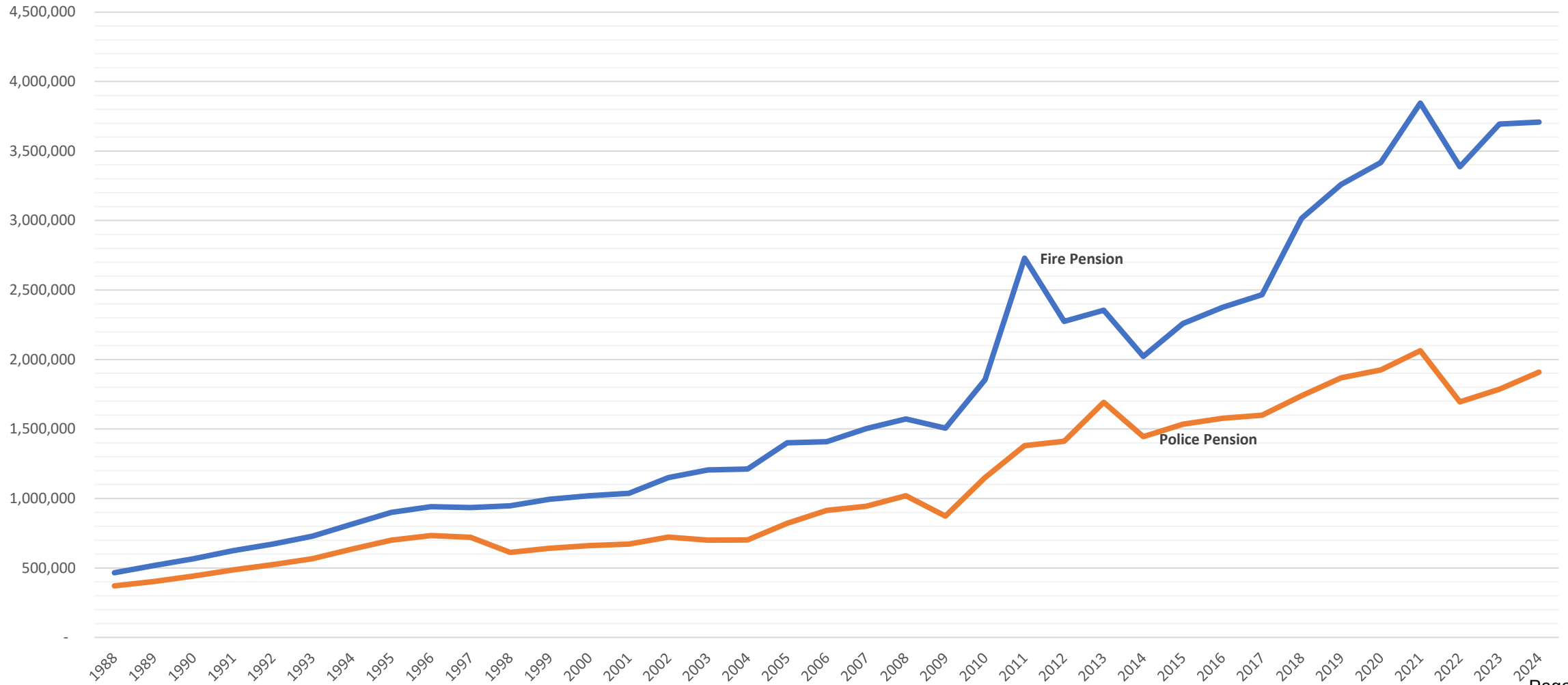
The City of Pekin shall fund the Pekin Police Pension Fund at 103% of the annual actuarial requirements for the fund as determined by an independent actuarial calculation until such time as the funded ratio is equal to or greater than 75% of the funding requirements as determined by the Department of Insurance

Purpose

It is the intention to insure the sound management of the Police Pension Fund's investment portfolio, to control the fund's expenses and to use sound discretion in administering all claims for the funds. Therefore, this policy is adopted to assure the Police Pension fund will continue to receive additional annual funding until the actuarial liability is equal to or greater than 75% of funding requirements in order to provide funded needs and demands for the benefit of its members

Adopted this 10th day of December 2007.

City of Pekin Employer Contributions to Fire & Police Pension Funds 1988 to 2024

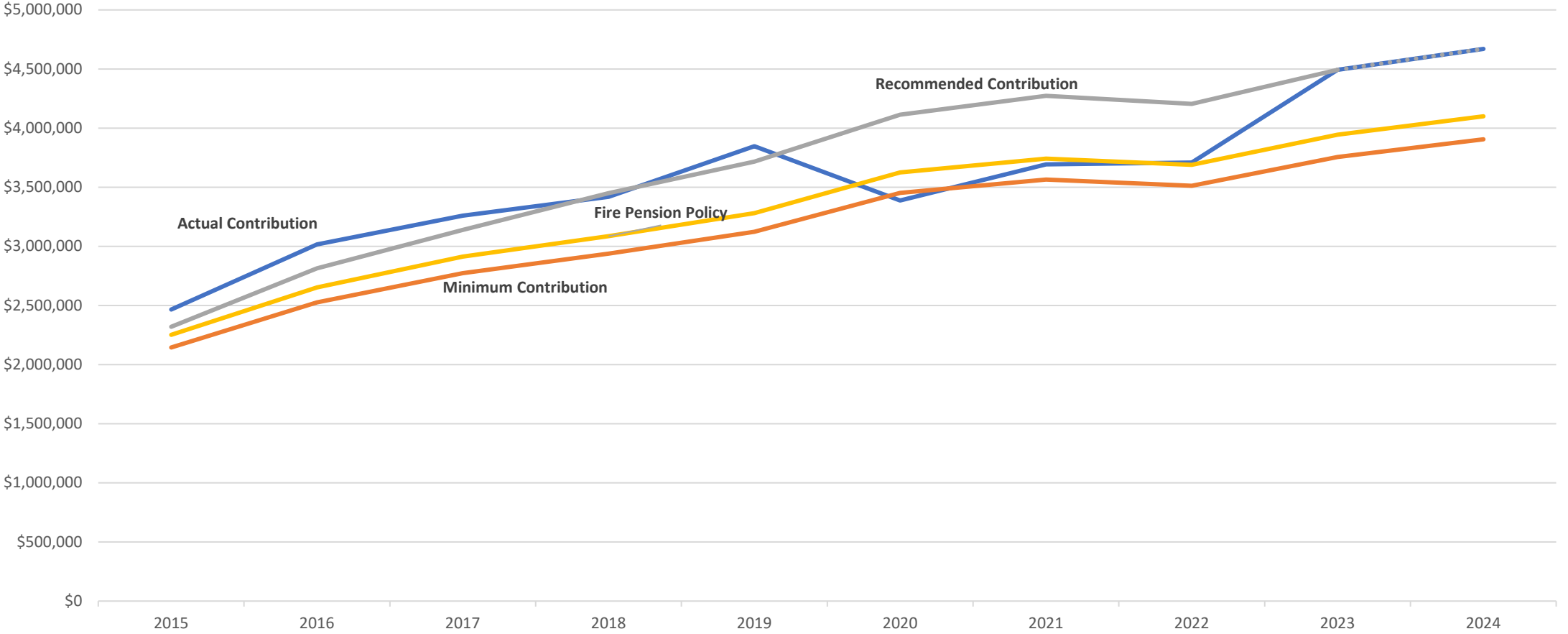


Pension Valuation & Contribution History

- For comparison purposes, there is an inherent two year lag between the Fiscal Year End for the determination of the contribution and when the Fund receives the employer contribution.
- For the most recent valuation:
 - Fiscal Year End 23-24
 - Determination of the Contribution
 - Fiscal Year End 24-25
 - Valuation Report as of May 1, 2024
 - Tax Levy
 - Fiscal Year End 25-26
 - Taxes Collected & Distributed
 - Taxes Received
 - Actual Contributions compared against Valuation from May 1, 2024

Fire Pension Fund

Fire Pension Fund Contribution History by Valuation Year



History of Actuarially Determined Employer Contributions to Pension Fund					
Actuarial Valuation Date	Lauterbach & Amen, LLP Recommended Contribution ¹	Lauterbach & Amen, LLP Alternative Contribution ²	IDOI/IFPIF Statutory Minimum Contribution ³	Absolute Minimum Contribution from All Sources	City of Pekin Policy
5/1/2024	\$4,669,464	\$3,904,626	\$4,181,776	\$3,904,626	\$4,099,857
5/1/2023	4,491,994	3,755,433	4,047,305	3,755,433	\$3,943,205
5/1/2022	4,204,497	3,512,879	3,858,273	3,512,879	\$3,688,523
5/1/2021	4,272,851	3,563,879	4,001,170	3,563,879	\$3,742,073
5/1/2020	4,114,020	3,451,559	3,872,185	3,451,559	\$3,624,137
5/1/2019	3,717,042	3,123,643	3,649,818	3,123,643	\$3,279,825
5/1/2018	3,448,829	2,938,693	3,491,819	2,938,693	\$3,085,628
5/1/2017	3,138,450	2,773,600	3,183,577	2,773,600	\$2,912,280
5/1/2016	2,813,426	2,581,580	2,526,103	2,526,103	\$2,652,408
5/1/2015	2,318,690	2,144,783	2,381,469	2,144,783	\$2,252,022
5/1/2014	2,194,373	1,991,590	2,279,410	1,991,590	\$2,091,170
5/1/2013	1,984,713	1,710,456	2,086,205	1,710,456	\$1,795,979
Total	\$41,368,349	\$35,452,721	\$39,559,110	\$35,397,244	\$37,167,106
5/1/2012			2,047,285		
5/1/2011			N/A		
5/1/2010			2,115,584		
5/1/2009			2,066,686		
5/1/2008			1,721,020		
5/1/2007			1,645,667		
5/1/2006			1,549,785		
5/1/2005			1,468,853		
5/1/2004			1,388,322		
5/1/2003			1,316,382		
5/1/2002			1,226,450		

Employer Contribution Shortfall/(Excess)							
Actuarial Valuation Date	Fiscal Year End	Actual Employer Contribution ⁴	Absolute Minimum Contribution from All Sources	Employer Contribution Shortfall/(Excess) - Absolute Minimum	Employer Contribution Shortfall/(Excess) - L&A Recommended	Employer Contribution Shortfall/(Excess) - City of Pekin Policy	Employer Contribution Shortfall/(Excess) - IDOI/IFPIF Minimum
5/1/2024	4/30/2026	\$4,669,464	\$3,904,626	(\$764,838)	0	(569,607)	(487,688)
5/1/2023	4/30/2025	\$4,492,052	\$3,755,433	(\$736,619)	(58)	(548,847)	(444,747)
5/1/2022	4/30/2024	\$3,708,168	\$3,512,879	(\$195,289)	496,329	(19,645)	150,105
5/1/2021	4/30/2023	3,693,843	3,563,879	(129,964)	579,008	48,230	307,327
5/1/2020	4/30/2022	3,386,768	3,451,559	64,791	727,252	237,369	485,417
5/1/2019	4/30/2021	3,845,715	3,123,643	(722,072)	(128,673)	(565,890)	(195,897)
5/1/2018	4/30/2020	3,417,696	2,938,693	(479,003)	31,133	(332,068)	74,123
5/1/2017	4/30/2019	3,258,995	2,773,600	(485,395)	(120,545)	(346,715)	(75,418)
5/1/2016	4/30/2018	3,016,014	2,526,103	(489,911)	(202,588)	(363,606)	(489,911)
5/1/2015	4/30/2017	2,466,193	2,144,783	(321,410)	(147,503)	(214,171)	(84,724)
5/1/2014	4/30/2016	2,375,747	1,991,590	(384,157)	(181,374)	(284,578)	(96,337)
5/1/2013	4/30/2015	2,258,166	1,710,456	(547,710)	(273,453)	(462,187)	(171,961)
	Total	\$31,427,305	\$27,737,185	(\$3,690,120)	\$779,586	(\$3,634,643)	(\$97,276)

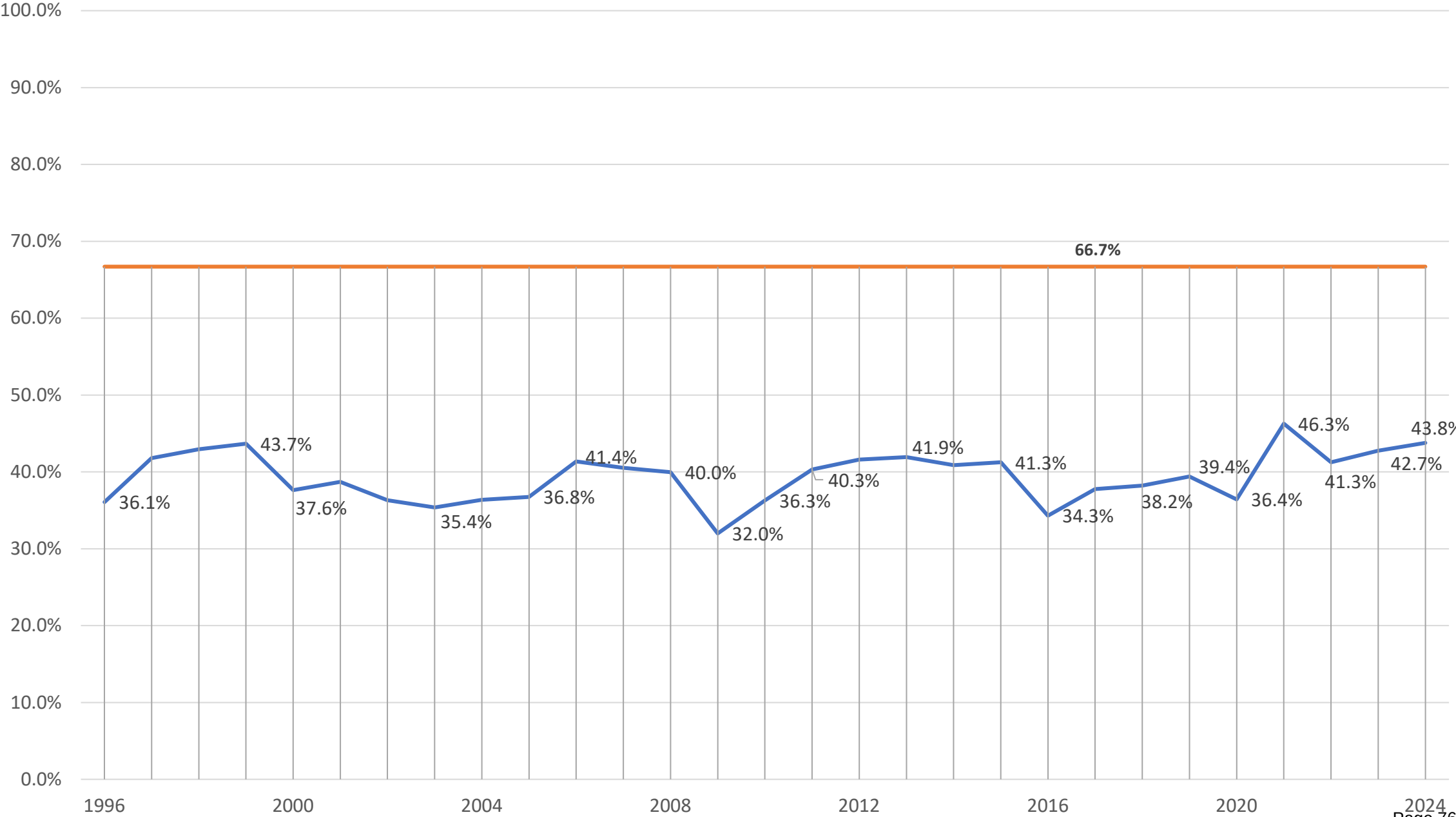
- **Recommended Contribution for FY 2025: \$4,491,994**
- **Amount Budgeted in FY 2025: \$4,492,052**

Fire Pension Fund

Account Number	Description	FY21 Actual	FY22 Actual (unposted)	FY23 Actual (unposted)	FY23 Budget	FY24 Budget	FY25 Proposed Budget
REVENUES							
944-944-410100	Real Estate Tax	3,331,108			-	-	
944-944-412000	Replacement P/p Tax - State	102,715	106,537	98,294	80,400	98,294	73,200
944-944-440100	Transfer From General Fund				-	-	
	Gen Ops Transfer - RE Taxes		3,147,330	3,226,396	3,194,226	3,144,174	3,289,522
	Gen Ops Transfer - Cannabis Tax				60,000	97,858	126,665
	Gen Ops Transfer - Other Sources	411,892	132,900	467,447	275,447	247,842	856,000
	Video Gaming Fees (Clerk)	-			132,000	120,000	146,665
944-944-479000	Employee Pension Deduction	426,718	436,150	475,252	408,000	473,303	485,431

- **Recommended Contribution for FY 2026: \$4,669,464**

Fire Pension Funded Ratio

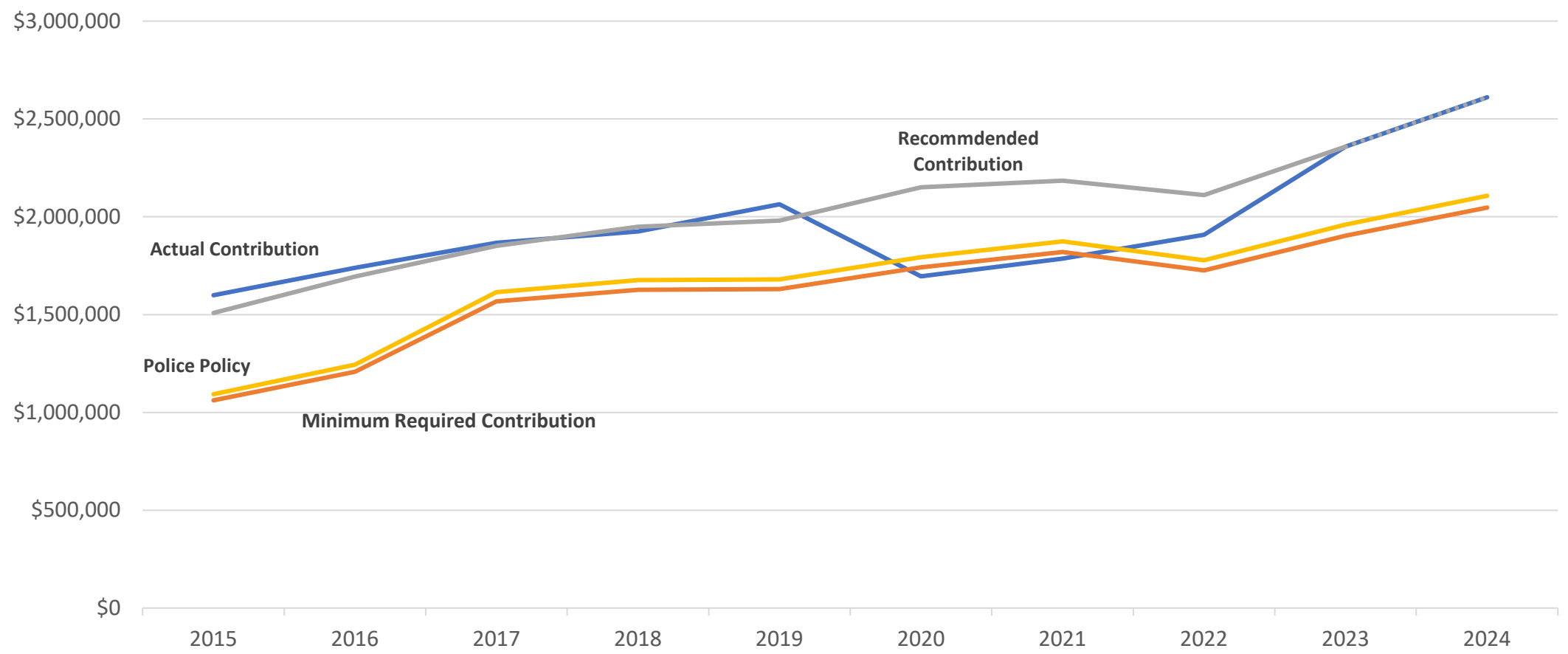


City of Pekin Fire Pension Fund

FY Ending	Total Pension Liability	Plan Net Position	Net Pension Liability	Plan Net Position as a % of Total Pension Liability
4/30/1996	\$ 21,675,194	\$ 7,821,073	\$ 13,854,121	36.1%
4/30/1997	\$ 19,961,772	\$ 8,341,304	\$ 11,620,468	41.8%
4/30/1998	\$ 20,727,124	\$ 8,900,063	\$ 11,827,061	42.9%
4/30/1999	\$ 22,232,147	\$ 9,710,701	\$ 12,521,446	43.7%
4/30/2000	\$ 26,199,785	\$ 9,859,854	\$ 16,339,931	37.6%
4/30/2001	\$ 28,912,103	\$ 11,194,200	\$ 17,717,903	38.7%
4/30/2002	\$ 29,659,438	\$ 10,768,673	\$ 18,890,765	36.3%
4/30/2003	\$ 30,698,486	\$ 10,864,171	\$ 19,834,315	35.4%
4/30/2004	\$ 32,634,687	\$ 11,867,118	\$ 20,767,569	36.4%
4/30/2005	\$ 34,115,286	\$ 12,538,583	\$ 21,576,703	36.8%
4/30/2006	\$ 33,400,183	\$ 13,812,012	\$ 19,588,171	41.4%
4/30/2007	\$ 37,490,700	\$ 15,200,255	\$ 22,290,445	40.5%
4/30/2008	\$ 39,302,791	\$ 15,707,222	\$ 23,595,569	40.0%
4/30/2009	\$ 42,749,824	\$ 13,682,722	\$ 29,067,102	32.0%
4/30/2010	\$ 44,005,491	\$ 15,963,616	\$ 28,041,875	36.3%
4/30/2011	\$ 44,271,251	\$ 17,850,399	\$ 26,420,852	40.3%
4/30/2012	\$ 45,638,564	\$ 18,986,284	\$ 26,652,280	41.6%
4/30/2013	\$ 48,214,440	\$ 20,220,253	\$ 27,994,187	41.9%
4/30/2014	\$ 52,094,952	\$ 21,290,965	\$ 30,803,987	40.9%
4/30/2015	\$ 56,140,990	\$ 23,168,103	\$ 32,972,887	41.3%
4/30/2016	\$ 64,500,941	\$ 22,131,101	\$ 42,369,840	34.3%
4/30/2017	\$ 62,823,904	\$ 23,731,089	\$ 39,092,815	37.8%
4/30/2018	\$ 67,090,288	\$ 25,637,794	\$ 41,452,494	38.2%
4/30/2019	\$ 69,161,476	\$ 27,250,811	\$ 41,910,665	39.4%
4/30/2020	\$ 73,572,248	\$ 26,790,629	\$ 46,781,619	36.4%
4/30/2021	\$ 75,952,484	\$ 35,137,777	\$ 40,814,707	46.3%
4/30/2022	\$ 78,959,052	\$ 32,584,999	\$ 46,374,053	41.3%
4/30/2023	\$ 80,836,579	\$ 34,554,568	\$ 46,282,011	42.7%
4/30/2024	\$ 82,116,271	\$ 35,946,891	\$ 46,169,380	43.8%

Police Pension Fund

Police Pension Fund Contribution History by Valuation Year



History of Actuarially Determined Employer Contributions to Pension Fund					
Actuarial Valuation Date	Lauterbach & Amen, LLP Recommended Contribution ¹	Lauterbach & Amen, LLP Alternative Contribution ²	IDO/IPO PIF Statutory Minimum Contribution ³	Absolute Minimum Contribution from All Sources	City of Pekin Policy
5/1/2024	\$2,610,671	\$2,046,356	\$2,483,399	\$2,046,356	\$2,107,747
5/1/2023	2,357,814	1,902,916	2,484,243	1,902,916	\$1,960,003
5/1/2022	2,110,531	1,725,718	2,385,312	1,725,718	\$1,777,490
5/1/2021	2,184,264	1,820,120	2,368,478	1,820,120	\$1,874,724
5/1/2020	2,151,214	1,741,258	2,353,926	1,741,258	\$1,793,496
5/1/2019	1,980,179	1,630,901	2,177,736	1,630,901	\$1,679,828
5/1/2018	1,948,987	1,626,948	2,016,886	1,626,948	\$1,675,756
5/1/2017	1,851,757	1,567,617	1,951,808	1,567,617	\$1,614,646
5/1/2016	1,694,720	1,207,695	1,602,035	1,207,695	\$1,243,926
5/1/2015	1,508,247	1,061,943	1,511,706	1,061,943	\$1,093,801
5/1/2014	1,402,701	1,167,552	1,509,003	1,167,552	\$1,202,579
5/1/2013	1,408,621	1,408,621	1,408,621	1,408,621	\$1,450,880
Total	\$23,209,706	\$18,907,645	\$24,253,153	\$18,907,645	\$19,474,874
5/1/2012			1,298,017		
5/1/2011			N/A		
5/1/2010			1,326,509		
5/1/2009			1,302,654		
5/1/2008			1,084,170		
5/1/2007			1,028,104		
5/1/2006			992,932		
5/1/2005			952,419		
5/1/2004			869,365		
5/1/2003			854,470		
5/1/2002			760,780		

Employer Contribution Shortfall/(Excess)							
Actuarial Valuation Date	Fiscal Year End	Actual Employer Contribution ⁴	Absolute Minimum Contribution from All Sources	Employer Contribution Shortfall/(Excess) - Absolute Minimum	Employer Contribution Shortfall/(Excess) - L&A Recommended	Employer Contribution Shortfall/(Excess) - City of Pekin Policy	Employer Contribution Shortfall/(Excess) - IDO/IPO PIF Minimum
5/1/2024	4/30/2026	\$2,610,671	\$2,046,356	(\$564,315)	0	(502,924)	(127,272)
5/1/2023	4/30/2025	\$2,357,827	\$1,902,916	(\$454,911)	(13)	(397,824)	126,416
5/1/2022	4/30/2024	\$1,908,630	\$1,725,718	(\$182,912)	201,901	(131,140)	476,682
5/1/2021	4/30/2023	1,785,931	1,820,120	34,189	398,333	88,793	582,547
5/1/2020	4/30/2022	1,695,316	1,741,258	45,942	455,898	98,180	658,610
5/1/2019	4/30/2021	2,063,987	1,630,901	(433,086)	(83,808)	(384,159)	113,749
5/1/2018	4/30/2020	1,925,102	1,626,948	(298,154)	23,885	(249,346)	91,784
5/1/2017	4/30/2019	1,867,574	1,567,617	(299,957)	(15,817)	(252,928)	84,234
5/1/2016	4/30/2018	1,739,614	1,207,695	(531,919)	(44,894)	(495,688)	(137,579)
5/1/2015	4/30/2017	1,599,022	1,061,943	(537,079)	(90,775)	(505,221)	(87,316)
5/1/2014	4/30/2016	1,577,451	1,167,552	(409,899)	(174,750)	(374,872)	(68,448)
5/1/2013	4/30/2015	1,534,236	1,408,621	(125,615)	(125,615)	(83,356)	(125,615)
	Total	\$17,696,863	\$14,958,373	(\$2,738,490)	\$544,358	(\$2,738,490)	\$1,588,648

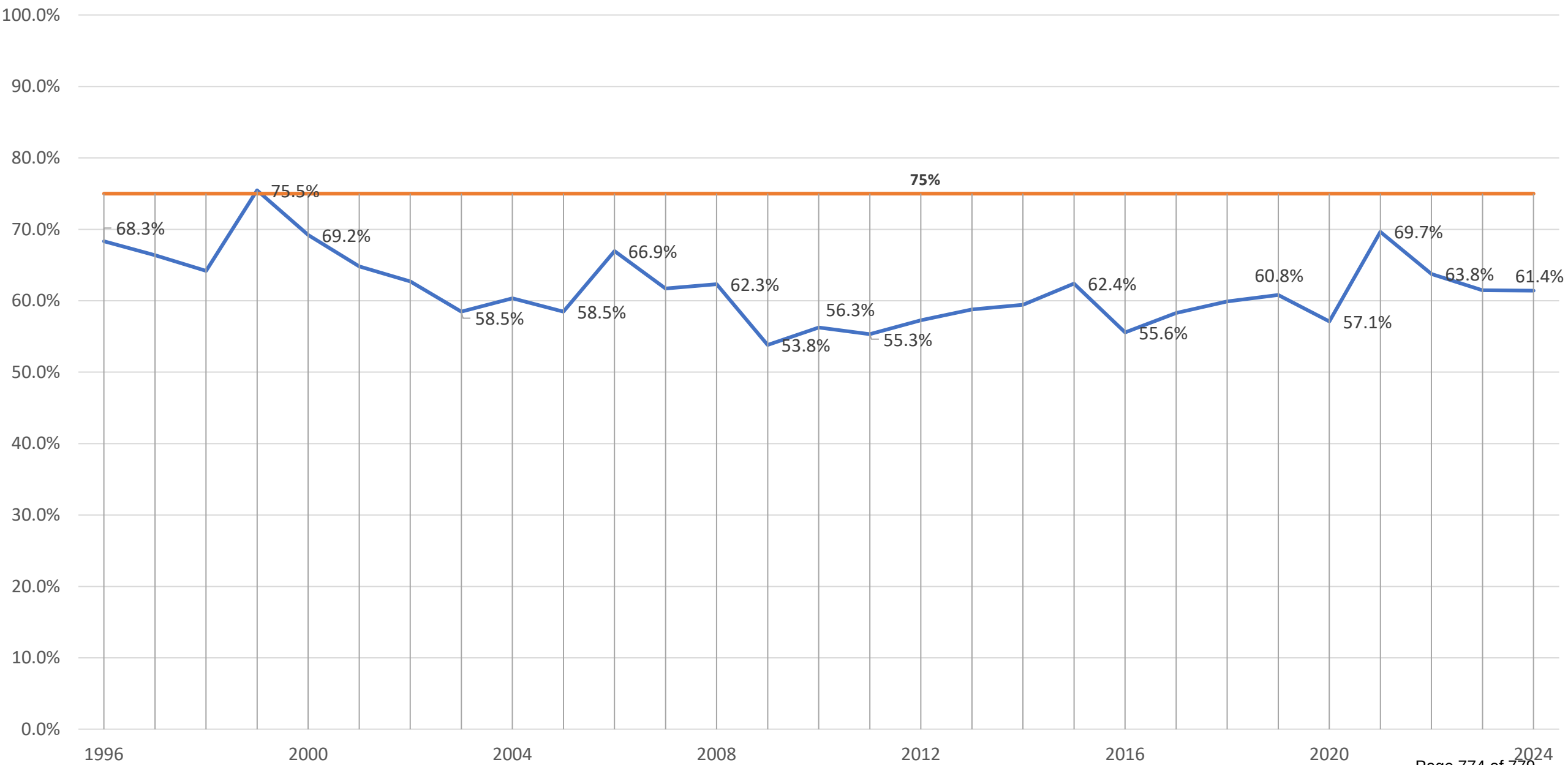
- **Recommended Contribution for FY 2025: \$2,357,814**
- **Amount Budgeted in FY 2025: \$2,357,827**

Police Pension Fund

Account Number	Description	FY21 Actual	FY22 Actual (unposted)	FY23 Actual (unposted)	FY23 Budget	FY24 Budget	FY25 Proposed Budget
REVENUES							
941-941-410100	Real Estate Tax	1,877,540			-	-	
941-941-412000	Replacement P/p Tax - State	51,525	50,573		39,500	47,905	62,400
941-941-440100	Transfer From General Fund	134,922			-	-	
	Gen Ops Transfer - RE Taxes	-	1,556,142	1,515,073	1,523,619	1,555,638	1,644,761
	Gen Ops Transfer - Cannabis Tax				40,000	65,238	63,333
	Gen Ops Transfer - Other Sources		88,600	270,858	183,605	159,849	514,000
	Video Gaming Fees (Clerk)				88.000	80.000	73.333

- **Recommended Contribution for FY 2026: \$2,610,671**

Police Pension Funded Ratio



City of Pekin Police Pension Fund

FY Ending	Total Pension Liability	Plan Net Position	Net Pension Liability	Plan Net Position as a % of Total Pension Liability
4/30/1996	\$ 15,436,481	\$ 10,549,265	\$ 4,887,216	68.3%
4/30/1997	\$ 18,362,978	\$ 12,188,930	\$ 6,174,048	66.4%
4/30/1998	\$ 19,267,089	\$ 12,366,053	\$ 6,901,036	64.2%
4/30/1999	\$ 19,905,121	\$ 15,020,070	\$ 4,885,051	75.5%
4/30/2000	\$ 23,350,514	\$ 16,159,440	\$ 7,191,074	69.2%
4/30/2001	\$ 24,988,934	\$ 16,195,153	\$ 8,793,781	64.8%
4/30/2002	\$ 26,506,773	\$ 16,623,145	\$ 9,883,628	62.7%
4/30/2003	\$ 28,094,070	\$ 16,429,992	\$ 11,664,078	58.5%
4/30/2004	\$ 28,606,668	\$ 17,259,200	\$ 11,347,468	60.3%
4/30/2005	\$ 30,157,842	\$ 17,634,193	\$ 12,523,649	58.5%
4/30/2006	\$ 28,268,185	\$ 18,923,821	\$ 9,344,364	66.9%
4/30/2007	\$ 32,896,806	\$ 20,303,661	\$ 12,593,145	61.7%
4/30/2008	\$ 33,647,827	\$ 20,969,340	\$ 12,678,487	62.3%
4/30/2009	\$ 35,556,321	\$ 19,136,989	\$ 16,419,332	53.8%
4/30/2010	\$ 37,724,433	\$ 21,220,112	\$ 16,504,321	56.3%
4/30/2011	\$ 41,964,757	\$ 23,212,083	\$ 18,752,674	55.3%
4/30/2012	\$ 42,204,694	\$ 24,165,275	\$ 18,039,419	57.3%
4/30/2013	\$ 43,572,257	\$ 25,612,014	\$ 17,960,243	58.8%
4/30/2014	\$ 45,915,036	\$ 27,292,604	\$ 18,622,432	59.4%
4/30/2015	\$ 46,453,072	\$ 28,982,615	\$ 17,470,457	62.4%
4/30/2016	\$ 50,496,324	\$ 28,061,923	\$ 22,434,401	55.6%
4/30/2017	\$ 52,320,137	\$ 30,493,406	\$ 21,826,731	58.3%
4/30/2018	\$ 54,384,065	\$ 32,581,143	\$ 21,802,922	59.9%
4/30/2019	\$ 56,574,368	\$ 34,409,078	\$ 22,165,290	60.8%
4/30/2020	\$ 59,230,999	\$ 33,826,146	\$ 25,404,853	57.1%
4/30/2021	\$ 61,666,478	\$ 42,955,187	\$ 18,711,291	69.7%
4/30/2022	\$ 62,809,407	\$ 40,043,545	\$ 22,765,862	63.8%
4/30/2023	\$ 66,287,173	\$ 40,739,290	\$ 25,547,883	61.5%
4/30/2024	\$ 70,315,797	\$ 43,182,395	\$ 27,133,402	61.4%

Pekin Police & Fire Pension Funds

Disclosures

- 1) The Actuarially Determined Contributions shown are based on the Recommended Contribution in the Actuarial Funding Reports completed by Lauterbach & Amen. This firm did not prepare the actuarial valuations for the years prior to May 1, 2014.
- 2) The Actuarially Determined Contributions shown are based on the funding methods and parameters in the Illinois statutes for pension funding as estimated in the Actuarial Funding Report completed by Lauterbach & Amen. These contribution amounts are not the Recommended Contributions in these reports. L&A did not prepare the actuarial valuations for the years prior to May 1, 2014.
- 3) For Actuarial Valuation Dates on or after May 1, 2022, the Actuarially Determined Contributions shown are based on the results in the Actuarial Valuation Reports completed by the Illinois Police Officers' / Firefighter's Pension Investment Funds. For Actuarial Valuation Dates before May 1, 2022, the Actuarially Determined Contributions shown are based on the results in the Actuarial Valuation Reports completed by the Illinois Department of Insurance.
- 4) For comparison purposes, these figures assume there is an inherent two-year time lag between the Fiscal Year End for the determination of the contribution and when the Fund receives the Employer Contribution.

**REQUEST FOR COUNCIL ACTION**

Agenda Date: January 13, 2025
To: Members of the City Council
From: Mike Cruce, Airport Manager

AGENDA ITEM: Ordinance No. 4266-24/25 Rejecting All Bids Submitted for the Airport Fuel Tank Replacement Project

DESCRIPTION: Since 2018, the underground fuel storage tanks at the airport have needed replacement. The tanks are approximately 60-year-old single-wall tanks lined approximately 30 years ago. The tanks are at the end of their life and must be replaced before an underground leak occurs. The City has looked for funding opportunities to fund this project, and in 2020, the City received a grant as part of the Rebuild Illinois Act to replace the tanks with new above-ground double wall tanks. The City published an RFP for the tank replacement in November. Several companies requested information and asked questions, but only one bid was received at \$1,281,157.17. This bid is significantly higher than the engineering estimate, based on similar project costs recently bid or completed. After discussing with the airport engineer, staff believes the project needs to be re-bid. We intend to clarify any misunderstandings that might have occurred in the bid package and to seek out additional companies to bid on the project.

Staff recommends approving this ordinance to reject all bids received.

FINANCIAL IMPACT:

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

REVIEWED BY:

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

Approved - 1/9/2025
 Approved - 1/9/2025
 Approved - 1/10/2025
 Final Approval - 1/10/2025

Ordinance No. 4266-24/25 Rejecting All Bids Submitted for the Airport Fuel Tank Replacement Project

WHEREAS, the City of Pekin (the "City") issued a request for bids for replacement of underground fuel storage tanks at the Pekin Municipal Airport (the "Project")

WHEREAS, the City received one bid submission for the Project; and

WHEREAS, the lowest bid received is significantly higher than the estimated cost for the project based on engineering estimates; and

WHEREAS, the City Council finds it in the best interests of the community to reject all bids received and re-bid the Project.

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. All bids received for the underground fuel storage tank project at Pekin Municipal Airport are hereby rejected.

Section 3. The City Manager is hereby directed to issue a new request for bids for the Project.

Section 4. This Ordinance shall be effective and in full force immediately upon passage and approval as provided by law.

RESULT:	PASSED (7 TO 0)
MOVER:	Council Member Chris Onken
SECONDER:	Council Member Lloyd Orrick
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Council Member Hilst, Council Member Orrick, Mayor Pro Tem Hohimer, Council Member Onken
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

