

CITY OF MATTOON, ILLINOIS
CITY COUNCIL WORKSHOP AGENDA
January 17, 2012
4:30 P.M.

Roll Call

Electronic Attendance

WORKSHOP

City Council will be determining the Strategic Plan parameters with Mr. Rob Westcott from Lake Land College.

Adjourn

CITY OF MATTOON, ILLINOIS
CITY COUNCIL AGENDA
January 17, 2012
6:30 P.M.

6:30 PM BUSINESS MEETING

Pledge of Allegiance

Roll Call

Electronic Attendance

CONSENT AGENDA:

Items listed on the Consent Agenda are considered to be routine in nature and will be enacted by one motion. No separate discussion of these items will occur unless a Council Member requests the item to be removed from the Consent Agenda. If an item is removed from the Consent Agenda, it will be considered elsewhere on the agenda for this meeting. Prior to asking for a motion to approve the Consent Agenda, the Mayor will ask if anyone desires to remove an item from the Consent Agenda for public discussion.

Minutes of the Regular meeting January 10, 2012

Bills for the first half of January, 2012 and HOME Rehab Expenditures

PRESENTATIONS, PETITIONS AND COMMUNICATIONS

This portion of the City Council meeting is reserved for persons who desire to address the

Council. The Illinois Open Meetings Act mandates that the City Council may NOT take action on comments received on matters that have not been identified on this agenda, but the Council may direct staff to address the topic or refer the matter for action on the agenda for another meeting. Persons addressing the Council are requested to limit their presentations to three minutes and to avoid repetitious comments; and state your name for the record as well as stand when speaking.

- Public comments/presentations and non-agenda items

NEW BUSINESS:

1. Motion – Adopt Special Ordinance 2012-1472: Granting a front and side yard variance and granting an intensity of use variance for 1405 Lafayette Avenue for the purpose of an accessory building with an apartment above. Mark D. Smith – Petitioner (Gover)

2. Motion – Adopt Resolution 2012-2850: Accepting the American Recovery and Reinvestment Act Certifications and Assurances (ARRA) for the Depot Platform Project; and authorizing the Mayor and City Attorney to sign the documents. (Ervin)

3. Motion – Adopt Resolution 2012-2851: Approving an update to the City’s Equal Employment Opportunity Plan (EEOP). (Gover)

4. Motion – Approve Council Decision Request 2012-1283: Approving the employment of Charles L. Edwards as Plumbing Inspector/Code Enforcement Officer effective February 1, 2012. (Gover)

DEPARTMENT REPORTS:

**CITY ADMINISTRATOR
ATTORNEY & TREASURER
CITY CLERK
PUBLIC WORKS
COMMUNITY DEVELOPMENT
FIRE
POLICE**

COMMENTS BY THE COUNCIL

Recess to closed session pursuant to the Illinois Open Meetings Act for the purpose of the discussion of minutes of meeting lawfully closed for purposes of the semi-annual review as mandated by Section 2.06 (5 ILCS 120(2)(c)(21)).

Reconvene

5. Motion – Approve Council Decision Request 2012-1284: Authorizing release of minutes appropriate for disclosure from meetings in closed sessions of the City Council and destruction of disclosed executive session minute audio recordings through June 2010. (Gover)

Adjourn

UNAPPROVED MINUTES:

January 10, 2012 – Regular

The City Council of the City of Mattoon held a regular meeting in the City Hall Council Chambers on January 10, 2012.

Mayor Gover presided and called the meeting to order at 6:30 p.m.

Mayor Gover led the Pledge of Allegiance.

The following members of the Council answered roll call physically present: YEA Commissioner Bob Becker, YEA Commissioner Randy Ervin, YEA Commissioner Rick Hall, YEA Commissioner Chris Rankin, YEA Mayor Tim Gover.

Also physically present were City personnel: City Administrator Sue McLaughlin, Attorney & Treasurer J. Preston Owen, Community Development Coordinator Kyle Gill, Public Works Director Dean Barber, Fire Chief Tony Nichols, Police Chief Jeff Branson, and City Clerk Susan O'Brien.

Mayor Gover seconded by Commissioner Hall moved to approve the consent agenda consisting of minutes of the regular meeting December 20, 2011 and special meeting December 27, 2011; Fire Department report for the month of December 2011 and annual Fire Department report; bills and payroll for the last half of December, 2011.

Bills and Payroll last part of December, 2011

General Fund

Payroll	\$ 491,221.07
Bills	\$ 176,927.54
Total	\$ 668,148.61

Hotel Tax Fund

Payroll	\$ 3,894.98
Bills	\$ 1,224.50
Total	\$ 5,119.48

Mobile Equipment Fund

Bills	\$ 74,928.00
Total	\$ 74,928.00

Festival Management Fund

Bills	\$ 5,521.90
Total	\$ 5,521.90

Midtown TIF Fund

Bills	\$ 4,224.74
Total	\$ 4,224.74

Insurance & Tort Judgment

Bills	\$ 2,781.99
Total	\$ 2,781.99

Capital Project Fund

Bills	\$ 43,216.48
Total	\$ 43,216.48

Water Fund

Payroll	\$ 58,673.21
Bills	\$ 92,568.57
Total	\$ 151,241.78

	<u>Sewer Fund</u>	
Payroll		\$ 65,986.11
Bills		<u>\$ 418,698.83</u>
	Total	\$ 484,684.94
	<u>Motor Fuel Tax Fund</u>	
Bills		<u>\$ 2,905.51</u>
	Total	\$ 2,905.51
	<u>Health Insurance Fund</u>	
Bills		<u>\$ 155,338.82</u>
	Total	\$ 155,338.82

Mayor Gover opened the floor for discussion with no responders.

Mayor Gover declared the motion to approve the consent agenda carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

PRESENTATIONS, PETITIONS & COMMUNICATIONS

- Public comments/presentations and non-agenda items

Mayor Gover opened the floor for public comments or questions with no responders.

Mrs. Barb Kay Allen Denny commended the Police Department. Chief Branson added Mrs. Denning had complimented the work of Officer West and Captain Hall; and thanked her for her kind words. Mayor Gover opened the floor for further public comments with no responders.

NEW BUSINESS:

Commissioner Ervin seconded by Commissioner Becker moved to adopt Resolution 2012-2849, approving the participation in the Illinois Metropolitan Investment Fund (IMET) and authorizing execution of a first amended and restated declaration of trust.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2012-2849

A RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF A FIRST AMENDED AND RESTATED DECLARATION OF TRUST

WHEREAS, the City of Mattoon (the “City”), desires to participate in the joint investment of certain of its funds in accordance with the Constitution and laws of the State of Illinois (the “State”); and,

WHEREAS, Section 10 of Article VII of the Constitution of the State provides that the State shall encourage intergovernmental cooperation and use its technical and financial resources to assist intergovernmental activities among its units of local government; and,

WHEREAS, the Intergovernmental Cooperation Act, as amended (the “Cooperation Act”), provides a statutory framework that supplements the constitutional grant of intergovernmental cooperation powers found in said Section 10 of Article VII; and,

WHEREAS, Section 3 of the Cooperation Act provides that “[a]ny power or powers privileges, functions, or authority exercised or which may be exercised by a public agency of [the] State may be exercised, combined, transferred, and enjoyed with any other public agency of [the] State...except where specifically and expressly prohibited by law; and,

WHEREAS, Section 5 of the Cooperation Act, provides that any one or more public agencies may contact with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body or each part of the contract; and,

WHEREAS, such contract shall set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting parties; and,

WHEREAS, Section 1-1-5 of the Illinois Municipal Code, as amended (the “Municipal Code”), provides among other things, that the corporate authorities of each municipality may exercise jointly, with one or more other municipal corporations or governmental subdivisions or districts, all of the powers set forth in the Municipal Code; and,

WHEREAS, Section 3.1-35-50 of the Municipal Code provides, among other things, that each municipal treasurer is permitted to join with other municipal treasurers or municipalities for the purpose of investing the municipal funds of which the treasurer has custody; and,

WHEREAS, pursuant to a Declaration of Trust, dated as of September 1, 1995 (the “Original Declaration”) certain municipal treasurers entered into an agreement establishing the Illinois Metropolitan Investment Fund (the “Fund”), for the purpose of combining their respective available investment funds so as to enhance the investment opportunities available to them and increase the investment earnings accruing to the benefit of the respective municipalities on behalf of which they acted, pursuant to the aforementioned constitutional and statutory authority; and,

WHEREAS, the Original Declaration was amended and restated by adoption of that certain First Amended and Restated Declaration of Trust, dated as of July 1, 1996 and incorporating amendments dated January 28, 1999, January 27, 2000, March 22, 2002, March 18, 2004 and May 9, 2007 (the Original Declaration, as amended by the Amended and Restated Declaration of Trust, hereinafter referred to as the “Declaration of Trust”); and,

WHEREAS, the Fund’s assets can only be invested in instruments authorized by the Public Funds Investment Act, as amended; and,

WHEREAS, no public agency, shall become a participant (a “Participant”) in the Fund unless and until such public agency, including the City, has adopted and authorized the Declaration of Trust; and,

WHEREAS, the Participants anticipate that other municipal treasurers, official custodians of municipal funds, public agencies and intergovernmental entities composed solely of participating municipalities may wish from time to time to become Participants; and,

WHEREAS, the City deems it necessary and in the best interests of the City to participate in the Fund by having the City become a Participant.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, ILLINOIS, as follows:

Section 1. The preambles to this Resolution are hereby found and determined to be true, correct and complete and are hereby incorporated into the text of this Resolution by this reference as set out herein at length.

Section 2. The Declaration of Trust is attached hereto and by this reference incorporated herein and a part hereof, and is hereby adopted, authorized and approved in all respects; and the City is hereby authorized to become an additional Participant of the Fund.

Section 3. The Mayor and City Clerk and other officers or employees of the City are hereby empowered and directed to execute and deliver all documents, certificates and other instruments necessary to further the intent and purpose of the Resolution.

Section 4. All resolutions or motions in conflict herewith are hereby superseded to the extent of such conflict, and that this Resolution shall be in full force and effect forthwith upon its adoption.

Section 5. The city clerk is directed to publish a copy of this resolution in pamphlet form at the first opportunity following its adoption and approval by the City Council.

Upon motion by Commissioner Ervin, seconded by Commissioner Becker, adopted this 10th day of January, 2012, by a roll call vote, as follows:

AYES (Names): Commissioner Becker, Commissioner Ervin,
 Commissioner Hall, Commissioner Rankin,
 Mayor Gover

NAYS (Names) None

ABSENT (Names) None

Approved this 10th day of January, 2012.

/s/ Timothy D. Gover
Timothy D. Gover, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:
/s/ Susan J. O'Brien
Susan J. O'Brien, City Clerk

APPROVED AS TO FORM:
/s/ J. Preston Owen
J. Preston Owen, City Attorney

Recorded in the Municipality's Records on January 10,2012.

Mayor Gover opened the floor for discussion. Commissioner Hall inquired whether this was a renewal with Commissioner Ervin stating no noting a pooling of investments for better rates.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

Mayor Gover seconded by Commissioner Ervin moved to approve Council Decision Request 2012-1281, approving a home occupation application and authorizing the Mayor to sign a permit to enable a beauty shop use at 809 Piatt by Yvonda Johnston.

Mayor Gover opened the floor for discussion. Commissioner Hall inquired whether the neighbors were formally noticed. Coordinator Gill stated the ordinance not requiring notice, explained the process for home occupation permits, and noted the neighbors were asked and the Inspections Department had no issues with the location.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

Mayor Gover seconded by Commissioner Hall moved to approve Council Decision Request 2012-1282, authorizing the employment of Peter I. Lusk to the Mattoon Police Department as a probationary officer effective March 1, 2012.

Mayor Gover opened the floor for discussion. Commissioner Ervin provided accolades and assured the Council of Mr. Lusk's outstanding performance at Lake Land College. Mayor Gover complimented and welcomed Mr. Lusk.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

DEPARTMENT REPORTS:

CITY ADMINISTRATOR – reported on the various mediums used to promote the Public session of the Comprehensive Plan workshop to be conducted at 6:30 p.m. at Williams Elementary School on the 24th of January, Commercial session of the Comprehensive Plan workshop to be conducted at noon on the 24th of January at a location to be determined, completion of a draft personnel code policy; discussion held with Director Barber and Justin Grady regarding the pocket park design, and upcoming Depot finishing changes to the large room and smaller room. Mayor Gover opened the floor for questions with no responders.

ATTORNEY & TREASURER – reported normal financial routine with work on the budget for next year. Mayor Gover opened the floor for questions with no responders.

CITY CLERK – reported business as usual with personnel and insurance issues. Mayor Gover opened the floor for questions with no responders.

PUBLIC WORKS – reported on the Champaign Avenue brick street patching and Depot parking lot and platform plans. Commissioner Rankin inquired whether the issues with Amtrak and the State had been resolved with Director Barber noting issues should be resolved in the near future and noting a set bid date for the project. Mayor Gover noted his receiving of many compliments on Progress Square and complimented Director Barber and Staff on their work.

Mrs. Jackie Record requested more gravel in the Depot parking lot with Director Barber acknowledging the request. Chief Branson complimented Public Works on the signage and traffic islands on Broadway Avenue. Mayor Gover opened the floor for questions with no responders.

COMMUNITY DEVELOPMENT – reported steady construction, upcoming demolitions, and additional upcoming remediation. Mayor Gover opened the floor for questions with no responders.

FIRE – reported on annual skills review for SBLHC certification, training, efforts to prepare an after-hours plan for businesses at Cross County Mall, review of fire extinguisher locations at NCI, and completion of the IT room at City Hall. Mayor Gover opened the floor for questions with no responders.

POLICE – thanked the Council for the new officer and elaborated on his expectations. Mayor Gover and Chief Branson thanked Lake Land College Police Chief Ervin for the support of LLC officers in the City. Mayor Gover opened the floor for questions with no responders.

COMMENTS BY THE COUNCIL

Commissioners Becker, Ervin, Hall, and Rankin had no further comments.

Mayor Gover seconded by Commissioner Becker moved to recess to closed session at 6:53 p.m. pursuant to the Illinois Open Meetings Act for the purpose of the discussion of employment, performance or dismissal of employees of the municipality (5 ILCS 120(2)(c)(1)).

Mayor Gover mentioned no further action except for the adjournment after closed session.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

Council reconvened at 7:27 p.m.

Commissioner Hall seconded by Commissioner Rankin moved to adjourn at 7:27 p.m.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Becker, YEA Commissioner Ervin, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Gover.

/s/ Susan J. O'Brien
City Clerk

BILLS & PAYROLL:

BILLS & PAYROLL BEGIN ON NEXT PAGE.

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 110 CITY COUNCIL

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000871	RANDY ERVIN	I-201201098901	110 5110-533	CELLULAR PHON:	JANUARY MOBILE	110097	50.00
					VENDOR 01-000871 TOTALS		50.00
01-001886	RICK HALL	I-201201098906	110 5110-533	CELLULAR PHON:	JANUARY MOBILE	110103	50.00
					VENDOR 01-001886 TOTALS		50.00
01-002244	CHRIS RANKIN	I-201201098903	110 5110-533	CELLULAR PHON:	JANUARY MOBILE	110146	50.00
					VENDOR 01-002244 TOTALS		50.00
				DEPARTMENT 110	CITY COUNCIL	TOTAL:	150.00
01-049003	XEROX CORPORATION	I-059216345	110 5120-814	PRINT/COPY MA:	COPIER GBP-245099	110160	415.03
					VENDOR 01-049003 TOTALS		415.03
				DEPARTMENT 120	CITY CLERK	TOTAL:	415.03
01-002392	LOCALGOVNEWS.ORG	I-2022012	110 5130-571	DUES & MEMBER:	MEMBERSHIP	110123	600.00
					VENDOR 01-002392 TOTALS		600.00
				DEPARTMENT 130	CITY ADMINISTRATOR	TOTAL:	600.00
01-009800	COLES CO CLERK & RECOR	I-17766	110 5160-579	OTHER PURCHAS:	RECORD LIENS	110087	68.00
					VENDOR 01-009800 TOTALS		68.00
01-037951	J. PRESTON OWEN	I-201201098902	110 5160-565	CELLULAR TELE:	JANUARY MOBILE	110142	100.00
					VENDOR 01-037951 TOTALS		100.00
01-047000	WEST PAYMENT CENTER	I-824160441	110 5160-340	BOOKS & PERIO:	ON LINE RESEARCH 12/	110159	543.19
					VENDOR 01-047000 TOTALS		543.19
				DEPARTMENT 160	LEGAL SERVICES	TOTAL:	711.19

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 180 PLANNING & ZONING

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002786	HOUSEAL LAVIGNE ASSOCI	I-1893	110 5180-511	PLANNING & DE:	CONSULTING SERVICES	110108	5,301.25
						VENDOR 01-002786 TOTALS	5,301.25
			DEPARTMENT 180	PLANNING & ZONING	TOTAL:		5,301.25
01-001583	RESERVE ACCOUNT	I-201201128972	110 5211-531	POSTAGE	: REFILL POSTAGE	110148	600.00
						VENDOR 01-001583 TOTALS	600.00
01-015410	EZ PARCEL & BUSINESS S	I-201201118970	110 5211-531	POSTAGE	: SHIPPING	110098	34.73
						VENDOR 01-015410 TOTALS	34.73
01-030056	LAKE LAND FLORALS	I-000916	110 5211-579	MISC OTHER PU:	BOYLE ARRANGEMENT	110119	49.94
						VENDOR 01-030056 TOTALS	49.94
01-037800	RAY O'HERRON CO	C-1200261-IN	110 5211-316	TOOLS & EQUIP:	RETURNS	110147	301.59-
01-037800	RAY O'HERRON CO	I-1200078-IN	110 5211-315	UNIFORMS & CL:	RAY O'HERRON CO	110147	633.82
01-037800	RAY O'HERRON CO	I-1200079-IN	110 5211-316	TOOLS & EQUIP:	TASER,HOLSTER,CARTRU	110147	1,551.54
						VENDOR 01-037800 TOTALS	1,883.77
01-040463	SARAH BUSH LINCOLN HEA	I-201201118971	110 5211-519	OTHER PROFESS:	EMPLOYMENT PHYSICAL	110151	621.50
						VENDOR 01-040463 TOTALS	621.50
01-049003	XEROX CORPORATION	I-059216330	110 5211-814	PRINT/COPY MA:	COPIER LBP-255479	110160	102.59
01-049003	XEROX CORPORATION	I-059216331	110 5211-814	PRINT/COPY MA:	COPIER LBP-255481	110160	124.19
01-049003	XEROX CORPORATION	I-059216332	110 5211-814	PRINT/COPY MA:	COPIER LBP-255476	110160	114.65
01-049003	XEROX CORPORATION	I-059216333	110 5211-814	PRINT/COPY MA:	COPIER GBP-234813	110160	362.68
01-049003	XEROX CORPORATION	I-059216364	110 5211-814	PRINT/COPY MA:	COPIER YHT-189182	110160	46.71
						VENDOR 01-049003 TOTALS	750.82
			DEPARTMENT 211	POLICE ADMINISTRATION	TOTAL:		3,940.76

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 212 CRIMINAL INVESTIGATION

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000610	LEXISNEXIS RISK DATA	I-1299801-20111231	110 5212-579	MISC OTHER PU:	ON LINE RESEARCH	110122	64.60
						VENDOR 01-000610 TOTALS	64.60
						DEPARTMENT 212 CRIMINAL INVESTIGATION TOTAL:	64.60
01-001397	IL LAW ENFORCEMENT	I-201201128973	110 5213-579	MISC OTHER PU:	RENEW LAW BULLETIN	110111	60.00
						VENDOR 01-001397 TOTALS	60.00
						DEPARTMENT 213 PATROL TOTAL:	60.00
01-021402	CHARLES HEUERMAN TRUCK	I-26265	110 5221-562	TRAVEL & TRAI:	ROCK	110086	107.07
						VENDOR 01-021402 TOTALS	107.07
						DEPARTMENT 221 POLICE TRAINING TOTAL:	107.07
01-002019	BARBECK COMMUNICATIONS	I-213083	110 5223-434	REPAIR OF VEH:	GUN RACK REPAIRS	110078	47.50
01-002019	BARBECK COMMUNICATIONS	I-213084	110 5223-434	REPAIR OF VEH:	GUN RACK REPAIRS	110078	285.00
						VENDOR 01-002019 TOTALS	332.50
01-009075	CUSD #2 TRANSPORTATION	I-201201118963	110 5223-326	FUEL	: FUEL 12/11 POLICE DE	110093	6,193.49
						VENDOR 01-009075 TOTALS	6,193.49
01-038375	DAN PILSON AUTO CENTER	I-97534	110 5223-318	VEHICLE PARTS:	SQUAD REPAIRS	110094	255.89
01-038375	DAN PILSON AUTO CENTER	I-98332	110 5223-434	REPAIR OF VEH:	SQUAD REPAIRS	110094	409.67
						VENDOR 01-038375 TOTALS	665.56
						DEPARTMENT 223 AUTOMOTIVE SERVICES TOTAL:	7,191.55
01-001070	AMEREN ILLINOIS	I-201201118968	110 5224-321	NATURAL GAS &:	313 LAKELAND	110075	189.92
01-001070	AMEREN ILLINOIS	I-201201118969	110 5224-321	NATURAL GAS &:	1700 WABASH	110075	2,270.54
						VENDOR 01-001070 TOTALS	2,460.46

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 224 POLICE BUILDINGS

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002056	NICK & STACEY'S HOUSE	I-13635	110 5224-432	REPAIR OF BUI:	PAINTSUPPLIES	110139	54.00
							<hr/>
				VENDOR 01-002056	TOTALS		54.00
01-033800	MATTOON WATER DEPT	I-201201118964	110 5224-410	UTILITY SERVI:	313 LAKELAND	000000	3.32
							<hr/>
				VENDOR 01-033800	TOTALS		3.32
DEPARTMENT 224 POLICE BUILDINGS						TOTAL:	2,517.78
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01-001070	AMEREN ILLINOIS	I-201201098898	110 5241-321	NATURAL GAS &:	ADD'L CURRENT	110073	126.92
							<hr/>
				VENDOR 01-001070	TOTALS		126.92
01-001582	AUTO, TRUCK AND FARM R	I-37877	110 5241-434	REPAIR OF VEH:	REPLACE CALIPER	110077	232.51
							<hr/>
				VENDOR 01-001582	TOTALS		232.51
01-002789	JOYCE LAWRENCE	I-201201128974	110 5241-515	LABOR RELATIO:	COURT REPORTING	110120	385.00
							<hr/>
				VENDOR 01-002789	TOTALS		385.00
01-002958	BATTERY SPECIALISTS, I	I-101087	110 5241-319	MISCELLANEOUS:	BATTERY SPECIALISTS, 110081		279.80
							<hr/>
				VENDOR 01-002958	TOTALS		279.80
01-004395	PETTY CASH	I-201201108948	110 5241-531	POSTAGE	: POSTAGE	110144	2.00
							<hr/>
				VENDOR 01-004395	TOTALS		2.00
01-009075	CUSD #2 TRANSPORTATION	I-201201108961	110 5241-326	FUEL	: FUEL FIRE DEPT 12/11	110093	2,311.23
							<hr/>
				VENDOR 01-009075	TOTALS		2,311.23
01-017000	FIRE EQUIPMENT SERVICE	I-204345	110 5241-433	REPAIR OF MAC:	EXTINGUISHER MNTCE	110099	34.50
							<hr/>
				VENDOR 01-017000	TOTALS		34.50

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 241 FIRE PROTECTION ADMIN.

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-020800	HAROLD'S CLEANERS	I-178251	110 5241-573	LAUNDRY SERVI:	CLEAN TROUSERS	110104	3.00
01-020800	HAROLD'S CLEANERS	I-182785	110 5241-573	LAUNDRY SERVI:	CLEAN UNIFORMS	110104	20.00
01-020800	HAROLD'S CLEANERS	I-182924	110 5241-573	LAUNDRY SERVI:	CLEANING	110104	22.15
				VENDOR 01-020800	TOTALS		45.15
01-023800	CONSOLIDATED COMMUNICA	I-201201108958	110 5241-532	TELEPHONE	: 101-0987	110090	88.17
				VENDOR 01-023800	TOTALS		88.17
01-025600	ILMO PRODUCTS COMPANY	I-201201108959	110 5241-313	MEDICAL & SAF:	CYLINDER RENTAL,OXYG	110113	115.97
				VENDOR 01-025600	TOTALS		115.97
01-028980	SEAN JUNGE	I-201201098910	110 5241-533	CELLULAR PHON:	JANUARY MOBILE	110114	100.00
				VENDOR 01-028980	TOTALS		100.00
01-030000	KULL LUMBER CO	I-201201108956	110 5241-318	VEHICLE PARTS:	GARMENT HOOK, DRYWALL	110118	4.49
01-030000	KULL LUMBER CO	I-201201108956	110 5241-432	REPAIR OF BUI:	GARMENT HOOK, DRYWALL	110118	2.50
				VENDOR 01-030000	TOTALS		6.99
01-033800	MATTOON WATER DEPT	I-201201058868	110 5241-410	UTILITY SERVI:	1801 PRAIRIE	000000	19.70
				VENDOR 01-033800	TOTALS		19.70
01-035154	MID-ILLINOIS CONCRETE	I-120316	110 5241-432	REPAIR OF BUI:	MID-ILLINOIS CONCRET	110132	1,941.00
				VENDOR 01-035154	TOTALS		1,941.00
01-037010	TONY NICHOLS	I-201201098912	110 5241-533	CELLULAR PHON:	JANUARY MOBILE	110138	100.00
				VENDOR 01-037010	TOTALS		100.00
01-037800	RAY O'HERRON CO	I-201201108960	110 5241-315	UNIFORMS & CL:	UNIFORMS	110147	234.20
				VENDOR 01-037800	TOTALS		234.20

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 241 FIRE PROTECTION ADMIN.

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-039423	QUARTERMASTER INC	I-P670852001019	110 5241-315	UNIFORMS & CL:	TROUSERS	110145	71.97
					VENDOR 01-039423 TOTALS		71.97
01-040463	SARAH BUSH LINCOLN HEA	I-201201108957	110 5241-579	MISC OTHER PU:	EMPLOYMENT EXAMS	110151	281.00
					VENDOR 01-040463 TOTALS		281.00
01-049003	XEROX CORPORATION	I-059216301	110 5241-814	PRINT/COPY MA:	COPIER YHT-189240	110160	34.26
					VENDOR 01-049003 TOTALS		34.26
DEPARTMENT 241 FIRE PROTECTION ADMIN. TOTAL:							6,410.37
01-001381	MATT FREDERICK	I-201201098911	110 5261-533	CELLULAR PHON:	JANUARY MOBILE	110101	50.00
					VENDOR 01-001381 TOTALS		50.00
01-009800	COLES CO CLERK & RECOR	I-17689	110 5261-577	DEMOLITION SE:	RECORD DEMO	110087	102.00
					VENDOR 01-009800 TOTALS		102.00
01-018700	KYLE GILL	I-201201098914	110 5261-533	CELLULAR PHON:	JANUARY MOBILE	110102	50.00
					VENDOR 01-018700 TOTALS		50.00
01-030000	KULL LUMBER CO	I-201201118967	110 5261-311	OFFICE SUPPLI:	ANCHORS,STAPLES,CLEA	110118	3.99
					VENDOR 01-030000 TOTALS		3.99
01-049003	XEROX CORPORATION	I-059216378	110 5261-311	OFFICE SUPPLI:	COPIER LBP-251909	110160	33.66
					VENDOR 01-049003 TOTALS		33.66
DEPARTMENT 261 CODE ENFORCEMENT ADMIN TOTAL:							239.65

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 310 PUBLIC WORKS ADMIN

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002602	DEAN BARBER	I-201201098900	110 5310-533	CELLULAR PHON:	JANUARY MOBILE	110079	100.00
						VENDOR 01-002602 TOTALS	100.00
			DEPARTMENT 310	PUBLIC WORKS ADMIN	TOTAL:		100.00
01-000755	ALTORFER	I-PC010044126	110 5320-316	TOOLS AND EQU:	RETAINER,PINS,TIPS	110072	45.88
01-000755	ALTORFER	I-PC010044127	110 5320-316	TOOLS AND EQU:	RETAINER,PIN,TIPS	110072	70.70
01-000755	ALTORFER	I-W0010012400	110 5320-433	REPAIR OF MAC:	AIR FILTERS,ELEMENTS	110072	44.98
						VENDOR 01-000755 TOTALS	161.56
01-001070	AMEREN ILLINOIS	I-201201098898	110 5320-321	NATURAL GAS &:	ADD'L CURRENT	110073	216.86
01-001070	AMEREN ILLINOIS	I-201201108939	110 5320-321	NATURAL GAS &:	212 N 12TH	110074	32.99
01-001070	AMEREN ILLINOIS	I-201201108940	110 5320-321	NATURAL GAS &:	221 N 12TH	110074	1,228.05
						VENDOR 01-001070 TOTALS	1,477.90
01-002086	ROY OVERTON TRUCKING	I-554091	110 5320-519	OTHER PROFESS:	MOVE TUB GRINDER	110149	325.00
						VENDOR 01-002086 TOTALS	325.00
01-002211	BRANDON BURKYBILE	I-201201098909	110 5320-533	CELLULAR PHON:	JANUARY MOBILE	110084	50.00
						VENDOR 01-002211 TOTALS	50.00
01-004395	PETTY CASH	I-201201108951	110 5320-319	MISCELLANEOUS:	PAPER TOWELS	110144	19.98
01-004395	PETTY CASH	I-201201108953	110 5320-319	MISCELLANEOUS:	PAPER TOWELS	110144	29.96
01-004395	PETTY CASH	I-201201108954	110 5320-313	MEDICAL & SAF:	CVS	110144	6.55
						VENDOR 01-004395 TOTALS	56.49
01-009075	CUSD #2 TRANSPORTATION	I-201201108936	110 5320-326	FUEL	: PUBLIC WORKS 12/11 F	110093	3,187.68
						VENDOR 01-009075 TOTALS	3,187.68
01-014405	EFFINGHAM TRUCK SALES	I-AI95802	110 5320-316	TOOLS AND EQU:	MOTOR	110096	47.53
						VENDOR 01-014405 TOTALS	47.53

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 320 STREETS

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-034250	MCFARLAND STEEL SUPPLY	I-201201108941	110 5320-319	MISCELLANEOUS:	MCFARLAND STEEL SUPP 110130		26.06
01-034250	MCFARLAND STEEL SUPPLY	I-201201108942	110 5320-742	VEHICLES	: MCFARLAND STEEL SUPP 110130		147.00
VENDOR 01-034250 TOTALS							173.06
01-040451	S & S SERVICE CO	I-51493	110 5320-434	REPAIR OF VEH:	96 INTERNATIONAL REP 110150		304.50
VENDOR 01-040451 TOTALS							304.50
DEPARTMENT 320 STREETS						TOTAL:	5,783.72
01-014405	EFFINGHAM TRUCK SALES	I-AI97017	110 5331-318	VEHICLE PARTS:	HANDLE 110096		45.36
VENDOR 01-014405 TOTALS							45.36
DEPARTMENT 331 STREET CLEANING						TOTAL:	45.36
01-033800	MATTOON WATER DEPT	I-201201108933	110 5335-410	UTILITY SERVI:	420 LOGAN 000000		27.36
VENDOR 01-033800 TOTALS							27.36
DEPARTMENT 335 YARD WASTE COLLECTION						TOTAL:	27.36
01-039210	VEOLIA ES SOLID WASTE	I-F50000275970	110 5338-421	DISPOSAL SERV:	CITY TRASH 110063		58.23
VENDOR 01-039210 TOTALS							58.23
DEPARTMENT 338 REFUSE COLLECT & DISPOSAL						TOTAL:	58.23
01-030000	KULL LUMBER CO	I-201201118967	110 5370-319	MISCELLANEOUS:	ANCHORS,STAPLES,CLEA 110118		5.98
01-030000	KULL LUMBER CO	I-201201118967	110 5370-316	TOOLS & EQUIP:	ANCHORS,STAPLES,CLEA 110118		29.98
VENDOR 01-030000 TOTALS							35.96
DEPARTMENT 370 ENGINEERING						TOTAL:	35.96

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 381 CUSTODIAL SERVICES

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001070	AMEREN ILLINOIS	I-201201098898	110 5381-321	NATURAL GAS &:	ADD'L CURRENT	110073	302.50
							<hr/>
				VENDOR 01-001070	TOTALS		302.50
01-020803	HARRELSON PLUMBING & H	I-15482	110 5381-432	REPAIR OF BUI:	REPAIR LEAKS ON BOIL	110105	1,310.45
01-020803	HARRELSON PLUMBING & H	I-15520	110 5381-432	REPAIR OF BUI:	REPAIR LEAK	110105	280.00
							<hr/>
				VENDOR 01-020803	TOTALS		1,590.45
01-030000	KULL LUMBER CO	I-201201118967	110 5381-319	MISCELLANEOUS:	ANCHORS,STAPLES,CLEA	110118	1.19
							<hr/>
				VENDOR 01-030000	TOTALS		1.19
01-031000	LORENZ SUPPLY CO.	I-286205	110 5381-312	CLEANING SUPP:	TISSUE,TOWELS,CUPS	110124	264.40
01-031000	LORENZ SUPPLY CO.	I-286434	110 5381-319	MISCELLANEOUS:	ICE MELT	110124	71.70
							<hr/>
				VENDOR 01-031000	TOTALS		336.10
01-033800	MATTOON WATER DEPT	I-201201058850	110 5381-410	UTILITY SERVI:	208 N 19TH	000000	168.86
							<hr/>
				VENDOR 01-033800	TOTALS		168.86
							<hr/>
				DEPARTMENT 381	CUSTODIAL SERVICES	TOTAL:	2,399.10
01-001070	AMEREN ILLINOIS	I-201201098898	110 5383-321	NATURAL GAS &:	ADD'L CURRENT	110073	52.58
01-001070	AMEREN ILLINOIS	I-201201108930	110 5383-321	NATURAL GAS &:	1701 WABASH	110074	739.79
							<hr/>
				VENDOR 01-001070	TOTALS		792.37
01-033800	MATTOON WATER DEPT	I-201201108934	110 5383-410	UTILITY SERVI:	1701 WABASH	000000	31.67
							<hr/>
				VENDOR 01-033800	TOTALS		31.67
							<hr/>
				DEPARTMENT 383	BURGESS OSBORNE	TOTAL:	824.04
01-001070	AMEREN ILLINOIS	I-201201108931	110 5384-321	NATURAL GAS &:	1718 B'DWAY UNIT C	110074	53.02
01-001070	AMEREN ILLINOIS	I-201201108932	110 5384-321	NATURAL GAS &:	1718 B'DWAY UNIT B	110074	35.75
							<hr/>
				VENDOR 01-001070	TOTALS		88.77

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 384 RAILROAD DEPOT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-031000	LORENZ SUPPLY CO.	I-286125	110 5384-319	MISCELLANEOUS:	TISSUE,TOWELS,LINERS	110124	412.56
					VENDOR 01-031000 TOTALS		412.56
				DEPARTMENT 384 RAILROAD DEPOT	TOTAL:		501.33
01-002788	BRUCE KARMAZIN	I-201201108929	110 5505-579	MISC OTHER PU:	REIMBURSE WEBSITE FE	110115	39.95
					VENDOR 01-002788 TOTALS		39.95
01-002800	MATTOON CHAMBER OF COM	I-3639	110 5505-579	MISC OTHER PU:	MEMBERSHIP	110127	225.00
					VENDOR 01-002800 TOTALS		225.00
				DEPARTMENT 505 ARTS COUNCIL	TOTAL:		264.95
01-002056	NICK & STACEY'S HOUSE	I-13707	110 5511-825	TOURISM GRANT:	FENCE REPAIRS	110139	296.34
01-002056	NICK & STACEY'S HOUSE	I-13717	110 5511-825	TOURISM GRANT:	FENCE REPAIRS	110139	750.54
					VENDOR 01-002056 TOTALS		1,046.88
01-004395	PETTY CASH	I-201201108952	110 5511-825	TOURISM GRANT:	LUNCH FOR LIGHTWORKS	110144	39.84
					VENDOR 01-004395 TOTALS		39.84
01-030000	KULL LUMBER CO	I-201201108928	110 5511-316	TOOLS & EQUIP:	LUMBER,LIGHT BULBS,T	110118	77.27
01-030000	KULL LUMBER CO	I-201201108928	110 5511-825	TOURISM GRANT:	LUMBER,LIGHT BULBS,T	110118	5,310.80
					VENDOR 01-030000 TOTALS		5,388.07
01-035154	MID-ILLINOIS CONCRETE	I-120153	110 5511-825	TOURISM GRANT:	MID-ILLINOIS CONCRET	110132	384.63
01-035154	MID-ILLINOIS CONCRETE	I-120317	110 5511-825	TOURISM GRANT:	MID-ILLINOIS CONCRET	110132	844.50
					VENDOR 01-035154 TOTALS		1,229.13
01-037050	NIEMEYER REPAIR SERVIC	I-41436	110 5511-433	REPAIR OF MAC:	TRACTOR REPAIRS	110140	126.75
					VENDOR 01-037050 TOTALS		126.75

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 511 PARK ADMINISTRATION

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-044200	KC SUMMERS BUICK	I-BUCS490189	110 5511-434	REPAIR OF VEH: 00 GMC REPAIRS		110116	448.85
01-044200	KC SUMMERS BUICK	I-BUCS490584	110 5511-434	REPAIR OF VEH: 99 FORD TRUCK REPAIR		110116	279.91
VENDOR 01-044200 TOTALS							728.76
DEPARTMENT 511 PARK ADMINISTRATION						TOTAL:	8,559.43
01-044200	KC SUMMERS BUICK	I-BUCS490617	110 5512-434	REPAIR OF VEH: 01 DODGE REPAIRS		110116	727.14
VENDOR 01-044200 TOTALS							727.14
DEPARTMENT 512 LAKE ADMINISTRATION						TOTAL:	727.14
01-001054	HIGGINS OUTDOORS, INC.	I-685	110 5541-319	MISCELLANEOUS: TREES		110107	675.00
VENDOR 01-001054 TOTALS							675.00
01-001070	AMEREN ILLINOIS	I-201201098922	110 5541-321	NATURAL GAS &: 500 B'DWAY		110073	284.14
VENDOR 01-001070 TOTALS							284.14
01-002056	NICK & STACEY'S HOUSE	I-13646	110 5541-319	MISCELLANEOUS: PAINT FOR PICNIC TAB		110139	346.34
VENDOR 01-002056 TOTALS							346.34
01-003200	FRED BIGGS ELECTRIC SU	I-058477	110 5541-319	MISCELLANEOUS: REPAIR BROKEN LINE		110100	215.04
VENDOR 01-003200 TOTALS							215.04
01-030000	KULL LUMBER CO	I-201201108928	110 5541-319	MISCELLANEOUS: LUMBER,LIGHT BULBS,T		110118	181.74
VENDOR 01-030000 TOTALS							181.74
DEPARTMENT 541 PETERSON PARK						TOTAL:	1,702.26
01-001054	HIGGINS OUTDOORS, INC.	I-685	110 5542-319	MISCELLANEOUS: TREES		110107	900.00
VENDOR 01-001054 TOTALS							900.00
DEPARTMENT 542 LAWSON PARK						TOTAL:	900.00

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 551 BOYS COMPLEX

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001054	HIGGINS OUTDOORS, INC.	I-685	110 5551-319	MISCELLANEOUS: TREES		110107	1,350.00
					VENDOR 01-001054 TOTALS		1,350.00
				DEPARTMENT 551 BOYS COMPLEX	TOTAL:		1,350.00
01-001070	AMEREN ILLINOIS	I-201201108955	110 5555-321	NATURAL GAS &: 1 S 22ND		110075	27.60
					VENDOR 01-001070 TOTALS		27.60
				DEPARTMENT 555 KINZEL FIELD	TOTAL:		27.60
01-003200	FRED BIGGS ELECTRIC SU	I-057215	110 5562-450	CONSTRUCTION : ELECTRICAL PEDASTOLS		110100	1,245.00
					VENDOR 01-003200 TOTALS		1,245.00
				DEPARTMENT 562 WEST CAMPGROUND	TOTAL:		1,245.00
01-012025	DETECTION SECURITY CO	I-117073	110 5563-576	SECURITY SERV: MARINA SECURITY		110095	45.00
					VENDOR 01-012025 TOTALS		45.00
				DEPARTMENT 563 MARINA AREA	TOTAL:		45.00
01-002958	BATTERY SPECIALISTS, I	I-100441	110 5570-433	REPAIR OF MAC: BATTERY SPECIALISTS,		110081	74.95
					VENDOR 01-002958 TOTALS		74.95
01-033800	MATTOON WATER DEPT	I-201201058859	110 5570-321	UTILITIES : 917 N 22ND		000000	20.10
01-033800	MATTOON WATER DEPT	I-201201058876	110 5570-321	UTILITIES : N 19TH ST		000000	6.52
					VENDOR 01-033800 TOTALS		26.62
01-035150	MIDAS AUTO SERVICE EXP	I-242314	110 5570-433	REPAIR OF MAC: OIL CHANGE		110133	55.90
					VENDOR 01-035150 TOTALS		55.90
				DEPARTMENT 570 DODGE GROVE CEMETERY	TOTAL:		157.47

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 651 ECONOMIC DEVELOPMENT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-008801	COLES TOGETHER	I-201201098908	110 5651-571	DUES & MEMBER:	JANUARY PLEDGE	110088	5,000.00
						VENDOR 01-008801 TOTALS	5,000.00
						DEPARTMENT 651 ECONOMIC DEVELOPMENT TOTAL:	5,000.00
01-032205	MATT ECON DEV RECAPTUR	I-201201098915	110 5752-817	DEBT SERVICES:	FEBRUARY PAYMENT	110126	1,288.89
						VENDOR 01-032205 TOTALS	1,288.89
						DEPARTMENT 752 KAL KAN WTR/SWR EXT TOTAL:	1,288.89
						VENDOR SET 110 GENERAL FUND TOTAL:	58,752.09

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 122 HOTEL TAX FUND

DEPARTMENT: 653 HOTEL TAX ADMINISTRATION

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001235	ANGELIA D BURGETT	I-201201098913	122 5653-533	CELLULAR PHON:	JANUARY MOBILE	110083	50.00
						VENDOR 01-001235 TOTALS	50.00
01-033800	MATTOON WATER DEPT	I-201201108935	122 5653-572	COMMUNITY PRO:	1906 WESTERN	110129	13.37
						VENDOR 01-033800 TOTALS	13.37
						DEPARTMENT 653 HOTEL TAX ADMINISTRATION TOTAL:	63.37
						VENDOR SET 122 HOTEL TAX FUND TOTAL:	63.37

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 123 FESTIVAL MGMT FUND

DEPARTMENT: 586 LIGHTWORKS

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001070	AMEREN ILLINOIS	I-201201098898	123 5586-321	NATURAL GAS &	ADD'L CURRENT	110073	164.09
						VENDOR 01-001070 TOTALS	164.09
						DEPARTMENT 586 LIGHTWORKS TOTAL:	164.09
						VENDOR SET 123 FESTIVAL MGMT FUND TOTAL:	164.09

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 125 INSURANCE & TORT JDGMNT

DEPARTMENT: 150 FINANCIAL ADMINISTRATION

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001888	IL PUBLIC RISK FUND	I-4647	125 5150-250	WORKERS' COMP:	FEBRUARY WORKERS COM	110112	40,088.00
					VENDOR 01-001888 TOTALS		40,088.00
01-002582	ARTHUR J. GALLAGHER RM	I-589862	125 5150-523	PROPERTY & CA:	RENTED BACKHOE INSUR	110076	58.00
					VENDOR 01-002582 TOTALS		58.00
01-012500	IL DIR OF EMPLOYMENT S	I-201201098921	125 5150-240	UNEMPLOYMENT :	UNEMPLOYMENT TAX 4TH	110110	349.93
					VENDOR 01-012500 TOTALS		349.93
01-040463	SARAH BUSH LINCOLN HEA	I-201201118966	125 5150-519	OTHER PROFESS:	EAP ANNUAL FEE	110151	3,384.00
					VENDOR 01-040463 TOTALS		3,384.00
DEPARTMENT 150 FINANCIAL ADMINISTRATION TOTAL:							43,879.93

VENDOR SET 125 INSURANCE & TORT JDGMNT TOTAL:							43,879.93

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 128 MIDTOWN TIF FUND

DEPARTMENT: 604 MIDTOWN TIF DISTRICT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002414	CCI REDIMIX	I-271855	128 5604-901	STREETS	: FLOWABLE FILL	110085	216.00
	PROJ: 200-000	PROGRESS SQUARE		JOB EXPENSES			
						VENDOR 01-002414 TOTALS	216.00
01-002787	BROOKS CREEK	I-2877	128 5604-901	STREETS	: BACKYARD FENCE	110082	4,750.00
	PROJ: 200-000	PROGRESS SQUARE		JOB EXPENSES			
						VENDOR 01-002787 TOTALS	4,750.00
						DEPARTMENT 604 MIDTOWN TIF DISTRICT TOTAL:	4,966.00
						VENDOR SET 128 MIDTOWN TIF FUND TOTAL:	4,966.00

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 130 CAPITAL PROJECT FUND

DEPARTMENT: 211 POLICE ADMINISTRATION

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002750	GRABER BUILDINGS	I-201201128977	130 5211-720	POLICE BUILDI:	POLICE STORAGE BUILD	110062	26,241.00
01-002750	GRABER BUILDINGS	I-201201128978	130 5211-720	POLICE BUILDI:	POLICE STORAGE BUILD	110062	26,241.00
						VENDOR 01-002750 TOTALS	52,482.00

DEPARTMENT 211 POLICE ADMINISTRATION TOTAL: 52,482.00

01-001054	HIGGINS OUTDOORS, INC.	I-685	130 5321-730	IMPROVEMENTS :	TREES	110107	350.00
						VENDOR 01-001054 TOTALS	350.00

01-002056	NICK & STACEY'S HOUSE	I-9004	130 5321-730	IMPROVEMENTS :	PAINT SUPPLIES	110139	19.99
						VENDOR 01-002056 TOTALS	19.99

DEPARTMENT 321 STREETS TOTAL: 369.99

01-029825	KIRCHNER BUILDING CENT	I-40091858	130 5382-721	CAPITAL IMPRO:	DRYWALL	110117	7.99
01-029825	KIRCHNER BUILDING CENT	I-40091859	130 5382-721	CAPITAL IMPRO:	CORNER BEAD	110117	2.49
01-029825	KIRCHNER BUILDING CENT	I-40091911	130 5382-721	CAPITAL IMPRO:	CAULK	110117	1.69
						VENDOR 01-029825 TOTALS	12.17

DEPARTMENT 382 CITY HALL TOTAL: 12.17

VENDOR SET 130 CAPITAL PROJECT FUND TOTAL: 52,864.16

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 211 WATER FUND

DEPARTMENT: 351 RESERVOIRS & WTR SOURCES

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001070	AMEREN ILLINOIS	I-201201098924	211 5351-321	NATURAL GAS &	LAKE PARADISE SHED	110073	28.46
01-001070	AMEREN ILLINOIS	I-201201108925	211 5351-321	NATURAL GAS &	RR2 WATER DEPT	110073	159.62
VENDOR 01-001070 TOTALS							188.08
DEPARTMENT 351 RESERVOIRS & WTR SOURCES TOTAL:							188.08
01-001070	AMEREN ILLINOIS	I-201201098923	211 5353-321	NATURAL GAS &	LAKE MATTOON PUMP	110073	54.30
01-001070	AMEREN ILLINOIS	I-201201108926	211 5353-321	NATURAL GAS &	2800 E LAKE PARADISE	110074	349.13
VENDOR 01-001070 TOTALS							403.43
01-002226	MISSOURI FILTER & PROC	I-7784	211 5353-377	PLANT EQUIPME:	MISSOURI FILTER & PR	110135	660.76
VENDOR 01-002226 TOTALS							660.76
01-002434	HAWKINS, INC.	I-3297408	211 5353-314	CHEMICALS	: CHEMICALS	110106	2,939.26
VENDOR 01-002434 TOTALS							2,939.26
01-002638	ROB LECRONE	I-201201098916	211 5353-533	CELLULAR PHON:	JANUARY MOBILE	110121	50.00
VENDOR 01-002638 TOTALS							50.00
01-002790	UNDERWRITERS LABORATOR	I-179560	211 5353-519	OTHER PROFESS:	TASTE/ODOR TESTING	110157	350.00
VENDOR 01-002790 TOTALS							350.00
01-009098	CONTINENTAL CARBONIC	C-0028059	211 5353-314	CHEMICALS	: RETURNS	110091	1,198.30
01-009098	CONTINENTAL CARBONIC	I-2455687	211 5353-314	CHEMICALS	: CHEMICALS	110091	1,267.30
VENDOR 01-009098 TOTALS							69.00
01-012925	MICKEY'S LINEN	I-201201118965	211 5353-460	OTHER PROPERT:	CLEANING	110131	96.50
VENDOR 01-012925 TOTALS							96.50

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 211 WATER FUND

DEPARTMENT: 353 WATER TREATMENT PLANT

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-015410	EZ PARCEL & BUSINESS S	I-78634	211 5353-531	POSTAGE	: SHIPPING	110098	11.55
							<hr/>
					VENDOR 01-015410	TOTALS	11.55
01-030000	KULL LUMBER CO	I-201201108927	211 5353-378	PLANT MTCE &	: FUNNEL, SHARPIE, TAPE	110118	61.18
							<hr/>
					VENDOR 01-030000	TOTALS	61.18
01-031402	M & M PUMP SUPPLY INC	I-636627	211 5353-377	PLANT EQUIPME:	COUPLING	110125	8.38
							<hr/>
					VENDOR 01-031402	TOTALS	8.38
01-032800	MATTOON HEATING & AIR	I-1326-147	211 5353-519	OTHER PROFESS:	HEATER REPAIRS	110128	1,815.04
							<hr/>
					VENDOR 01-032800	TOTALS	1,815.04
01-035365	MISSISSIPPI LIME COMPA	I-998891	211 5353-314	CHEMICALS	: LIME	110134	3,526.20
							<hr/>
					VENDOR 01-035365	TOTALS	3,526.20
01-038300	PERRY'S LOCKSMITH	I-56870	211 5353-377	PLANT EQUIPME:	KEYS	110143	5.00
							<hr/>
					VENDOR 01-038300	TOTALS	5.00
01-041800	SHERWIN WILLIAMS CO	C-5223-1	211 5353-378	PLANT MTCE &	: RETURNS	110152	108.76-
01-041800	SHERWIN WILLIAMS CO	I-5216-5	211 5353-378	PLANT MTCE &	: PAINT SUPPLIES	110152	233.95
							<hr/>
					VENDOR 01-041800	TOTALS	125.19
01-043371	SPRINGFIELD ELECTRIC	I-S3440025.001	211 5353-377	PLANT EQUIPME:	SWITCH	110155	4.61
							<hr/>
					VENDOR 01-043371	TOTALS	4.61
01-043522	STAPLES CREDIT PLAN	I-02655	211 5353-311	OFFICE SUPPLI:	OFFICE SUPPLIES	110156	55.97
							<hr/>
					VENDOR 01-043522	TOTALS	55.97
DEPARTMENT 353 WATER TREATMENT PLANT						TOTAL:	10,182.07

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 211 WATER FUND

DEPARTMENT: 354 WATER DISTRIBUTION

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000755	ALTORFER	I-PC010044126	211 5354-316	TOOLS & EQUIP:	RETAINER,PINS,TIPS	110072	45.88
01-000755	ALTORFER	I-PC010044127	211 5354-316	TOOLS & EQUIP:	RETAINER,PIN,TIPS	110072	70.70
01-000755	ALTORFER	I-W0010012400	211 5354-433	REPAIR OF MAC:	AIR FILTERS,ELEMENTS	110072	44.98
VENDOR 01-000755 TOTALS							161.56
01-001070	AMEREN ILLINOIS	I-201201098898	211 5354-321	NATURAL GAS &:	ADD'L CURRENT	110073	110.64
01-001070	AMEREN ILLINOIS	I-201201098923	211 5354-321	NATURAL GAS &:	12TH ST POWER	110073	46.88
01-001070	AMEREN ILLINOIS	I-201201098923	211 5354-321	NATURAL GAS &:	W 121 WATER TOWER	110073	29.49
01-001070	AMEREN ILLINOIS	I-201201098923	211 5354-321	NATURAL GAS &:	EAST WATER TOWER	110073	30.04
01-001070	AMEREN ILLINOIS	I-201201098923	211 5354-321	NATURAL GAS &:	12TH ST STORAGE	110073	37.70
VENDOR 01-001070 TOTALS							254.75
01-002414	CCI REDIMIX	I-271954	211 5354-363	BACKFILL & SU:	CCI REDIMIX	110085	162.00
VENDOR 01-002414 TOTALS							162.00
01-004395	PETTY CASH	I-201201108950	211 5354-319	MISCELLANEOUS:	PAPER TOWELS	110144	20.22
VENDOR 01-004395 TOTALS							20.22
01-014405	EFFINGHAM TRUCK SALES	I-AI95802	211 5354-316	TOOLS & EQUIP:	MOTOR	110096	47.53
VENDOR 01-014405 TOTALS							47.53
01-030000	KULL LUMBER CO	I-201201108927	211 5354-379	OTHER WATER M:	FUNNEL,SHARPIE,TAPE	110118	11.36
VENDOR 01-030000 TOTALS							11.36
01-040451	S & S SERVICE CO	I-51493	211 5354-434	REPAIR OF VEH:	96 INTERNATIONAL REP	110150	304.50
VENDOR 01-040451 TOTALS							304.50
DEPARTMENT 354 WATER DISTRIBUTION TOTAL:							961.92
01-009075	CUSD #2 TRANSPORTATION	I-201201108936	211 5355-326	FUEL	: PUBLIC WORKS 12/11 F	110093	3,187.67
VENDOR 01-009075 TOTALS							3,187.67

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 211 WATER FUND

DEPARTMENT: 355 ACCOUNTING & COLLECTION

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-033000	UNITED STATES POSTAL S	I-201201128975	211 5355-531	POSTAGE	: POSTAGE FOR WATER BI	110158	2,501.00
						VENDOR 01-033000 TOTALS	2,501.00
						DEPARTMENT 355 ACCOUNTING & COLLECTION TOTAL:	5,688.67
01-002411	DAVE BASHAM	I-201201098905	211 5356-533	CELLULAR PHON:	JANUARY MOBILE	110080	50.00
						VENDOR 01-002411 TOTALS	50.00
						DEPARTMENT 356 ADMINISTRATIVE & GENERAL TOTAL:	50.00
01-043205	SPEER FINANCIAL INC	I-d11/11-26	211 5760-817	DEBT SERVICES:	DISCLOSURE SERVICES	110154	1,112.86
						VENDOR 01-043205 TOTALS	1,112.86
						DEPARTMENT 760 FISCAL AGENTS FEE TOTAL:	1,112.86
						VENDOR SET 211 WATER FUND TOTAL:	18,183.60

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 212 SEWER FUND

DEPARTMENT: 342 SEWER COLLECTION SYSTEM

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000083	IL CENTRAL RAILROAD CO	I-9500096100	212 5342-440	RENTALS	: PIPELINE	110109	250.00
						VENDOR 01-000083 TOTALS	250.00
01-000755	ALTORFER	I-PC010044126	212 5342-316	TOOLS & EQUIP:	RETAINER,PINS,TIPS	110072	45.89
01-000755	ALTORFER	I-PC010044127	212 5342-316	TOOLS & EQUIP:	RETAINER,PIN,TIPS	110072	70.70
01-000755	ALTORFER	I-W0010012400	212 5342-433	REPAIR OF MAC:	AIR FILTERS,ELEMENTS	110072	44.99
						VENDOR 01-000755 TOTALS	161.58
01-002414	CCI REDIMIX	I-271912	212 5342-363	BACKFILL & SU:	CCI REDIMIX	110085	118.00
01-002414	CCI REDIMIX	I-271947	212 5342-363	BACKFILL & SU:	FLOWABLE FILL	110085	480.00
01-002414	CCI REDIMIX	I-271986	212 5342-363	BACKFILL & SU:	FLOWABLE FILL	110085	624.00
01-002414	CCI REDIMIX	I-272025	212 5342-363	BACKFILL & SU:	CCI REDIMIX	110085	374.00
						VENDOR 01-002414 TOTALS	1,596.00
01-004395	PETTY CASH	I-201201108949	212 5342-319	MISCELLANEOUS:	PAPER TOWELS	110144	29.22
						VENDOR 01-004395 TOTALS	29.22
01-014405	EFFINGHAM TRUCK SALES	I-AI95802	212 5342-316	TOOLS & EQUIP:	MOTOR	110096	47.52
						VENDOR 01-014405 TOTALS	47.52
01-037936	ONE STOP COPY SHOP	I-16082	212 5342-730	IMPROVEMENTS :	CSO DESIGN	110141	16.00
	PROJ: 203-000	CSO-LT OVERFLOW CMB		JOB EXPENSES			
						VENDOR 01-037936 TOTALS	16.00
01-040451	S & S SERVICE CO	I-51493	212 5342-434	REPAIR OF VEH:	96 INTERNATIONAL REP	110150	304.49
						VENDOR 01-040451 TOTALS	304.49
						DEPARTMENT 342 SEWER COLLECTION SYSTEM TOTAL:	2,404.81
01-000598	CURRY CONSTRUCTION, IN	I-201201108943	212 5343-730	IMPROVEMENTS :	LL SANITARY PUMP STA	110092	19,555.00
						VENDOR 01-000598 TOTALS	19,555.00

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 212 SEWER FUND

DEPARTMENT: 343 SEWER LIFT STATIONS

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001070	AMEREN ILLINOIS	I-201201098920	212 5343-321	NATURAL GAS &: N 45 LIFT STA		110073	68.65
01-001070	AMEREN ILLINOIS	I-201201098920	212 5343-321	NATURAL GAS &: RILEY CREEK SEWAGE		110073	1,181.96
01-001070	AMEREN ILLINOIS	I-201201098920	212 5343-321	NATURAL GAS &: LOGAN/SHELBY SEWAGE		110073	59.89
01-001070	AMEREN ILLINOIS	I-201201098920	212 5343-321	NATURAL GAS &: WILLOWSHIRE SEWAGE		110073	43.01
01-001070	AMEREN ILLINOIS	I-201201098920	212 5343-321	NATURAL GAS &: 28TH LIFT STA		110073	54.42
01-001070	AMEREN ILLINOIS	I-201201098920	212 5343-321	NATURAL GAS &: FAIRFIELD LIFT STA		110073	30.85
01-001070	AMEREN ILLINOIS	I-201201098920	212 5343-321	NATURAL GAS &: N 19TH LIFT STA		110073	34.85
						VENDOR 01-001070 TOTALS	1,473.63
01-009000	COMMERCIAL ELECTRIC	I-25331001	212 5343-433	REPAIR OF MAC: TROUBLESHOOT LIFT ST		110089	150.00
						VENDOR 01-009000 TOTALS	150.00
DEPARTMENT 343 SEWER LIFT STATIONS							TOTAL: 21,178.63
01-001070	AMEREN ILLINOIS	I-201201098919	212 5344-321	NATURAL GAS &: S 9TH ST		110073	27.60
01-001070	AMEREN ILLINOIS	I-201201098920	212 5344-321	NATURAL GAS &: WATER TREATMENT PLAN		110073	4,432.47
01-001070	AMEREN ILLINOIS	I-201201098920	212 5344-321	NATURAL GAS &: SAND FILTER BLDG		110073	175.14
01-001070	AMEREN ILLINOIS	I-201201098920	212 5344-321	NATURAL GAS &: SEWER PLANT OFC/LAB		110073	277.32
01-001070	AMEREN ILLINOIS	I-201201098920	212 5344-321	NATURAL GAS &: SEWER PLANT SHOP		110073	413.08
						VENDOR 01-001070 TOTALS	5,325.61
01-001620	VERIZON WIRELESS	I-2676879056	212 5344-532	TELEPHONE : MOBILES		110064	141.90
						VENDOR 01-001620 TOTALS	141.90
01-021400	ADRIAN P HEUERMANN	I-201201098918	212 5344-316	TOOLS & EQUIP: GREASE,WEAR METAL KI		110071	294.80
						VENDOR 01-021400 TOTALS	294.80
01-039600	NEAL TIRE & AUTO SERVI	I-201201098917	212 5344-434	REPAIR OF VEH: TRUCK REPAIRS		110136	135.95
						VENDOR 01-039600 TOTALS	135.95
DEPARTMENT 344 WASTEWATER TREATMNT PLANT							TOTAL: 5,898.26

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 212 SEWER FUND

DEPARTMENT: 345 ACCOUNTING & COLLECTION

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-009075	CUSD #2 TRANSPORTATION	I-201201108936	212 5345-326	FUEL	: PUBLIC WORKS 12/11 F	110093	3,187.67
VENDOR 01-009075 TOTALS							3,187.67
01-049003	XEROX CORPORATION	I-059216320	212 5345-814	PRINT COPY MA:	COPIER URR-895305	110160	280.66
VENDOR 01-049003 TOTALS							280.66
DEPARTMENT 345 ACCOUNTING & COLLECTION TOTAL:							3,468.33
01-001236	GLEN SLOAN	I-201201098904	212 5346-533	CELLULAR PHON:	JANUARY MOBILE	110153	50.00
VENDOR 01-001236 TOTALS							50.00
01-001237	MIKE NICHOLS	I-201201098907	212 5346-533	CELLULAR PHON:	JANUARY MOBILE	110137	50.00
VENDOR 01-001237 TOTALS							50.00
DEPARTMENT 346 ADMINISTRATIVE & GENERAL TOTAL:							100.00
VENDOR SET 212 SEWER FUND TOTAL:							33,050.03
REPORT GRAND TOTAL:							211,923.27

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET OVER	AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER	AVAILABLE BUDG
2011-2012	110-5110-533	CELLULAR PHONE	150.00	2,350		1,050.00			
	110-5120-814	PRINT/COPY MACH. LEASE & M	415.03	4,920		1,179.31			
	110-5130-571	DUES & MEMBERSHIPS	600.00	1,260		376.25-	Y		
	110-5160-340	BOOKS & PERIODICALS	543.19	7,200		3,011.64			
	110-5160-565	CELLULAR TELEPHONE REIMBUR	100.00	1,200		300.00			
	110-5160-579	OTHER PURCHASED SERVICES	68.00	0		68.00-	Y		
	110-5180-511	PLANNING & DESIGN SERVICES	5,301.25	50,500		36,109.97			
	110-5211-315	UNIFORMS & CLOTHING	633.82	25,000		456.35			
	110-5211-316	TOOLS & EQUIPMENT	1,249.95	1,500		1,208.82-	Y		
	110-5211-519	OTHER PROFESSIONAL SERVICE	621.50	7,000		2,947.09			
	110-5211-531	POSTAGE	634.73	2,500		614.76			
	110-5211-579	MISC OTHER PURCHASED SERVI	49.94	4,000		1,157.54			
	110-5211-814	PRINT/COPY MACH LEASE & MA	750.82	7,500		2,091.50			
	110-5212-579	MISC OTHER PURCHASED SERVI	64.60	1,800		132.32-	Y		
	110-5213-579	MISC OTHER PURCHASED SERVI	60.00	20,000		6,262.19			
	110-5221-562	TRAVEL & TRAINING	107.07	15,000		2,133.67			
	110-5223-318	VEHICLE PARTS	255.89	2,500		1,023.04			
	110-5223-326	FUEL	6,193.49	90,000		32,889.71			
	110-5223-434	REPAIR OF VEHICLES	742.17	25,000		2,994.34			
	110-5224-321	NATURAL GAS & ELECTRIC (CI	2,460.46	100,000		62,292.07			
	110-5224-410	UTILITY SERVICES	3.32	2,500		660.94			
	110-5224-432	REPAIR OF BUILDINGS	54.00	24,000		3,549.08			
	110-5241-313	MEDICAL & SAFETY SUPPLIES	115.97	33,570		4,978.33			
	110-5241-315	UNIFORMS & CLOTHING	306.17	10,050		5,016.33			
	110-5241-318	VEHICLE PARTS	4.49	8,200		6,274.90			
	110-5241-319	MISCELLANEOUS SUPPLIES	279.80	5,255		1,402.32			
	110-5241-321	NATURAL GAS & ELECTRIC	126.92	10,000		6,607.41			
	110-5241-326	FUEL	2,311.23	17,900		1,137.47			
	110-5241-410	UTILITY SERVICES	19.70	1,472		491.10			
	110-5241-432	REPAIR OF BUILDINGS	1,943.50	6,500		3,477.47			
	110-5241-433	REPAIR OF MACHINERY	34.50	12,100		6,662.63			
	110-5241-434	REPAIR OF VEHICLES	232.51	14,634		4,519.97-	Y		
	110-5241-515	LABOR RELATIONS COUNSEL	385.00	5,000		4,615.00			
	110-5241-531	POSTAGE	2.00	800		373.60			
	110-5241-532	TELEPHONE	88.17	4,519		1,690.78			
	110-5241-533	CELLULAR PHONE	200.00	1,200		86.54			
	110-5241-573	LAUNDRY SERVICES	45.15	800		508.25			
	110-5241-579	MISC OTHER PURCHASED SERVI	281.00	29,100		21,648.24			
	110-5241-814	PRINT/COPY MACH LEASE & MA	34.26	500		310.50			
	110-5261-311	OFFICE SUPPLIES	37.65	950		119.91			
	110-5261-533	CELLULAR PHONE	100.00	1,800		680.52			
	110-5261-577	DEMOLITION SERVICES	102.00	25,000		21,181.21			
	110-5310-533	CELLULAR PHONE	100.00	700		677.60-	Y		
	110-5320-313	MEDICAL & SAFETY SUPPLIES	6.55	1,750		795.95			
	110-5320-316	TOOLS AND EQUIPMENT	164.11	4,000		383.12			
	110-5320-319	MISCELLANEOUS SUPPLIES	76.00	10,000		6,166.05			
	110-5320-321	NATURAL GAS & ELECTRIC	1,477.90	20,000		12,689.76			

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	110-5320-326	FUEL	3,187.68	40,000	7,986.96		
	110-5320-433	REPAIR OF MACHINERY	44.98	15,000	2,466.97		
	110-5320-434	REPAIR OF VEHICLES	304.50	10,000	3,892.03		
	110-5320-519	OTHER PROFESSIONAL SERVICE	325.00	2,500	1,334.34		
	110-5320-533	CELLULAR PHONE	50.00	2,000	774.88		
	110-5320-742	VEHICLES	147.00	183,059	34,909.36		
	110-5331-318	VEHICLE PARTS	45.36	15,000	9,147.05		
	110-5335-410	UTILITY SERVICES	27.36	300	51.74		
	110-5338-421	DISPOSAL SERVICES	58.23	15,000	2,400.86		
	110-5370-316	TOOLS & EQUIPMENT	29.98	1,200	508.98		
	110-5370-319	MISCELLANEOUS SUPPLIES	5.98	600	349.89-	Y	
	110-5381-312	CLEANING SUPPLIES	264.40	2,000	363.12-	Y	
	110-5381-319	MISCELLANEOUS SUPPLIES	72.89	500	877.56-	Y	
	110-5381-321	NATURAL GAS & ELECTRIC	302.50	37,500	20,547.13		
	110-5381-410	UTILITY SERVICES	168.86	2,500	688.60		
	110-5381-432	REPAIR OF BUILDINGS	1,590.45	3,000	2,175.71-	Y	
	110-5383-321	NATURAL GAS & ELECTRIC	792.37	7,000	2,678.08		
	110-5383-410	UTILITY SERVICES	31.67	400	174.05		
	110-5384-319	MISCELLANEOUS SUPPLIES	412.56	6,500	2,984.10		
	110-5384-321	NATURAL GAS & ELECTRIC	88.77	2,000	921.44		
	110-5505-579	MISC OTHER PURCHASED SERVI	264.95	5,000	891.08		
	110-5511-316	TOOLS & EQUIPMENT	77.27	6,000	3,799.27		
	110-5511-433	REPAIR OF MACHINERY	126.75	12,000	1,081.06		
	110-5511-434	REPAIR OF VEHICLES	728.76	6,000	3,667.97		
	110-5511-825	TOURISM GRANT EXPENDITURES	7,626.65	28,000	2,789.90		
	110-5512-434	REPAIR OF VEHICLES	727.14	4,000	3,241.97		
	110-5541-319	MISCELLANEOUS SUPPLIES	1,418.12	10,000	245.75-	Y	
	110-5541-321	NATURAL GAS & ELECTRIC	284.14	15,000	9,523.36		
	110-5542-319	MISCELLANEOUS SUPPLIES	900.00	2,500	523.58-	Y	
	110-5551-319	MISCELLANEOUS SUPPLIES	1,350.00	2,500	490.47		
	110-5555-321	NATURAL GAS & ELECTRIC (CI	27.60	1,000	168.58		
	110-5562-450	CONSTRUCTION SERVICES	1,245.00	10,000	145.06-	Y	
	110-5563-576	SECURITY SERVICES	45.00	800	395.00		
	110-5570-321	UTILITIES	26.62	6,000	2,380.53		
	110-5570-433	REPAIR OF MACHINERY	130.85	8,000	4,920.61		
	110-5651-571	DUES & MEMBERSHIPS	5,000.00	60,000	14,625.00		
	110-5752-817	DEBT SERVICES	1,288.89	7,000	4,600.01-	Y	
	122-5653-533	CELLULAR PHONE	50.00	600	190.26		
	122-5653-572	COMMUNITY PROMOTION & RELA	13.37	13,800	4,936.89		
	123-5586-321	NATURAL GAS & ELECTRIC	164.09	1,500	1,062.04		
	125-5150-240	UNEMPLOYMENT COMP.	349.93	24,725	21,200.65		
	125-5150-250	WORKERS' COMPENSATION	40,088.00	429,737	79,221.00		
	125-5150-519	OTHER PROFESSIONAL SERVICE	3,384.00	19,500	10,293.80		
	125-5150-523	PROPERTY & CASUALTY INSURA	58.00	167,506	26,468.00-	Y	
	128-5604-901	STREETS	4,966.00	5,000	76,481.43-	Y	
	130-5211-720	POLICE BUILDINGS	52,482.00	150,000	95,518.00		
	130-5321-730	IMPROVEMENTS OTHER THAN BL	369.99	1,098,000	466,896.48		
	130-5382-721	CAPITAL IMPROV TO CITY HAL	12.17	20,000	1,743.83		

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	211-5351-321	NATURAL GAS & ELECTRIC	188.08	1,500	606.97		
	211-5353-311	OFFICE SUPPLIES	55.97	600	200.00		
	211-5353-314	CHEMICALS	6,534.46	250,000	111,058.50		
	211-5353-321	NATURAL GAS & ELECTRIC	403.43	47,000	21,198.98		
	211-5353-377	PLANT EQUIPMENT	678.75	9,000	4,666.22		
	211-5353-378	PLANT MTCE & REPAIR	186.37	3,000	1,852.83		
	211-5353-460	OTHER PROPERTY MAINT. SERV	96.50	48,500	25,568.93		
	211-5353-519	OTHER PROFESSIONAL SERVICE	2,165.04	20,000	11,317.96		
	211-5353-531	POSTAGE	11.55	1,200	1,139.17		
	211-5353-533	CELLULAR PHONE	50.00	600	450.00		
	211-5354-316	TOOLS & EQUIPMENT	164.11	5,000	1,919.66		
	211-5354-319	MISCELLANEOUS SUPPLIES	20.22	2,500	47.05		
	211-5354-321	NATURAL GAS & ELECTRIC	254.75	20,000	3,333.46		
	211-5354-363	BACKFILL & SURFACE MATERIA	162.00	0	2,330.75-	Y	
	211-5354-379	OTHER WATER MAINT. MATERIA	11.36	5,000	1,218.98-	Y	
	211-5354-433	REPAIR OF MACHINERY	44.98	10,000	5,282.36		
	211-5354-434	REPAIR OF VEHICLES	304.50	5,000	776.60		
	211-5355-326	FUEL	3,187.67	32,500	845.18		
	211-5355-531	POSTAGE	2,501.00	15,000	3,456.36		
	211-5356-533	CELLULAR PHONE	50.00	700	250.00		
	211-5760-817	DEBT SERVICES	1,112.86	1,500	387.14		
	212-5342-316	TOOLS & EQUIPMENT	164.11	2,500	5,843.17-	Y	
	212-5342-319	MISCELLANEOUS SUPPLIES	29.22	1,500	1,419.25-	Y	
	212-5342-363	BACKFILL & SURFACE MATERIA	1,596.00	25,000	6,692.00		
	212-5342-433	REPAIR OF MACHINERY	44.99	5,000	283.38		
	212-5342-434	REPAIR OF VEHICLES	304.49	5,000	69.87		
	212-5342-440	RENTALS	250.00	1,000	750.00		
	212-5342-730	IMPROVEMENTS OTHER THAN BL	16.00	425,000	400,679.31		
	212-5343-321	NATURAL GAS & ELECTRIC (AM	1,473.63	30,000	10,100.33		
	212-5343-433	REPAIR OF MACHINERY	150.00	10,000	9,850.00		
	212-5343-730	IMPROVEMENTS OTHER THAN BL	19,555.00	150,000	72,820.00		
	212-5344-316	TOOLS & EQUIPMENT	294.80	6,000	4,801.76		
	212-5344-321	NATURAL GAS & ELECTRIC (AM	5,325.61	330,000	187,153.87		
	212-5344-434	REPAIR OF VEHICLES	135.95	5,000	3,379.68		
	212-5344-532	TELEPHONE	141.90	6,000	2,623.96		
	212-5345-326	FUEL	3,187.67	35,000	3,223.98		
	212-5345-814	PRINT COPY MACHINE LEASE &	280.66	2,500	1,291.62		
	212-5346-533	CELLULAR PHONE	100.00	1,000	150.00		
	TOTAL:		211,923.27				

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
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** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
110-110	CITY COUNCIL	150.00
110-120	CITY CLERK	415.03
110-130	CITY ADMINISTRATOR	600.00
110-160	LEGAL SERVICES	711.19
110-180	PLANNING & ZONING	5,301.25
110-211	POLICE ADMINISTRATION	3,940.76
110-212	CRIMINAL INVESTIGATION	64.60
110-213	PATROL	60.00
110-221	POLICE TRAINING	107.07
110-223	AUTOMOTIVE SERVICES	7,191.55
110-224	POLICE BUILDINGS	2,517.78
110-241	FIRE PROTECTION ADMIN.	6,410.37
110-261	CODE ENFORCEMENT ADMIN	239.65
110-310	PUBLIC WORKS ADMIN	100.00
110-320	STREETS	5,783.72
110-331	STREET CLEANING	45.36
110-335	YARD WASTE COLLECTION	27.36
110-338	REFUSE COLLECT & DISPOSAL	58.23
110-370	ENGINEERING	35.96
110-381	CUSTODIAL SERVICES	2,399.10
110-383	BURGESS OSBORNE	824.04
110-384	RAILROAD DEPOT	501.33
110-505	ARTS COUNCIL	264.95
110-511	PARK ADMINISTRATION	8,559.43
110-512	LAKE ADMINISTRATION	727.14
110-541	PETERSON PARK	1,702.26
110-542	LAWSON PARK	900.00
110-551	BOYS COMPLEX	1,350.00
110-555	KINZEL FIELD	27.60
110-562	WEST CAMPGROUND	1,245.00
110-563	MARINA AREA	45.00
110-570	DODGE GROVE CEMETERY	157.47
110-651	ECONOMIC DEVELOPMENT	5,000.00
110-752	KAL KAN WTR/SWR EXT	1,288.89

110 TOTAL	GENERAL FUND	58,752.09
122-653	HOTEL TAX ADMINISTRATION	63.37

122 TOTAL	HOTEL TAX FUND	63.37
123-586	LIGHTWORKS	164.09

123 TOTAL	FESTIVAL MGMT FUND	164.09
125-150	FINANCIAL ADMINISTRATION	43,879.93

125 TOTAL	INSURANCE & TORT JDMNT	43,879.93
128-604	MIDTOWN TIF DISTRICT	4,966.00

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
128 TOTAL	MIDTOWN TIF FUND	4,966.00
130-211	POLICE ADMINISTRATION	52,482.00
130-321	STREETS	369.99
130-382	CITY HALL	12.17
130 TOTAL	CAPITAL PROJECT FUND	52,864.16
211-351	RESERVOIRS & WTR SOURCES	188.08
211-353	WATER TREATMENT PLANT	10,182.07
211-354	WATER DISTRIBUTION	961.92
211-355	ACCOUNTING & COLLECTION	5,688.67
211-356	ADMINISTRATIVE & GENERAL	50.00
211-760	FISCAL AGENTS FEE	1,112.86
211 TOTAL	WATER FUND	18,183.60
212-342	SEWER COLLECTION SYSTEM	2,404.81
212-343	SEWER LIFT STATIONS	21,178.63
212-344	WASTEWATER TREATMNT PLANT	5,898.26
212-345	ACCOUNTING & COLLECTION	3,468.33
212-346	ADMINISTRATIVE & GENERAL	100.00
212 TOTAL	SEWER FUND	33,050.03
	** TOTAL **	211,923.27

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
200 PROGRESS SQUARE	000 JOB EXPENSES	4,966.00
	** PROJECT 200 TOTAL **	4,966.00
203 CSO-LT OVERFLOW CMB	000 JOB EXPENSES	16.00
	** PROJECT 203 TOTAL **	16.00

NO ERRORS

VENDOR SET: 01 CITY OF MATTOON

BANK: MFTBK

FUND : 121 MOTOR FUEL TAX FUND

DEPARTMENT: 321 STREETS

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
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01-022400	HOWELL ASPHALT CO	I-8693MB	121 5321-353	BITUMINOUS PA:	COLD MIX	110163	276.04
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						VENDOR 01-022400 TOTALS	276.04
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DEPARTMENT 321 STREETS						TOTAL:	276.04
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01-001070	AMEREN ILLINOIS	I-201201098899	121 5326-321	NATURAL GAS &:	ADD'L CURRENT	110162	822.50
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01-001070	AMEREN ILLINOIS	I-201201108937	121 5326-321	NATURAL GAS &:	121 N 16TH	110162	126.27
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01-001070	AMEREN ILLINOIS	I-201201108938	121 5326-321	NATURAL GAS &:	1721 B'DWAY	110162	42.15
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						VENDOR 01-001070 TOTALS	990.92
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DEPARTMENT 326 STREET LIGHTING						TOTAL:	990.92
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VENDOR SET 121 MOTOR FUEL TAX FUND						TOTAL:	1,266.96
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REPORT GRAND TOTAL:							1,266.96
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** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET OVER	AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER	AVAILABLE BUDG
2011-2012	121-5321-353	BITUMINOUS PATCHING	276.04	72,000		118,941.58-	Y		
	121-5326-321	NATURAL GAS & ELECTRIC	990.92	161,000		77,384.69			
		TOTAL:	1,266.96						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
121-321	STREETS	276.04
121-326	STREET LIGHTING	990.92

121 TOTAL	MOTOR FUEL TAX FUND	1,266.96

	** TOTAL **	1,266.96

NO ERRORS

VENDOR SET: 01 CITY OF MATTOON

BANK: EHBK

FUND : 221 HEALTH INSURANCE FUND

DEPARTMENT: 412 HEALTH PLAN ADMIN

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000222	CERIDIAN	I-332180564	221 5412-211	HEALTH PLAN A:	DECEMBER COBRA	110161	39.00
						VENDOR 01-000222 TOTALS	39.00
						DEPARTMENT 412 HEALTH PLAN ADMIN TOTAL:	39.00
01-000236	PERSONAL CARE	I-201201128976	221 5413-211	MEDICAL CLAIM:	PERSONAL CARE	000000	26,095.53
						VENDOR 01-000236 TOTALS	26,095.53
						DEPARTMENT 413 MEDICAL CLAIMS TOTAL:	26,095.53
01-000236	PERSONAL CARE	I-201201128976	221 5414-211	RX CLAIMS :	PERSONAL CARE	000000	12,004.84
						VENDOR 01-000236 TOTALS	12,004.84
						DEPARTMENT 414 RX CLAIMS TOTAL:	12,004.84
						VENDOR SET 221 HEALTH INSURANCE FUND TOTAL:	38,139.37
						REPORT GRAND TOTAL:	38,139.37

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	OVER BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	
2011-2012	221-5412-211	HEALTH PLAN ADMINISTRATION	39.00	118,220	17,275.66				
	221-5413-211	MEDICAL CLAIMS	26,095.53	1,590,000	568,982.08				
	221-5414-211	RX CLAIMS	12,004.84	90,000	389,001.75-	Y			
		TOTAL:	38,139.37						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
221-412	HEALTH PLAN ADMIN	39.00
221-413	MEDICAL CLAIMS	26,095.53
221-414	RX CLAIMS	12,004.84

221 TOTAL	HEALTH INSURANCE FUND	38,139.37

	** TOTAL **	38,139.37

NO ERRORS

VENDOR SET: 01 CITY OF MATTOON

BANK: DDBNK

FUND : 221 HEALTH INSURANCE FUND

DEPARTMENT: 415 DENTAL CLAIMS

INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999

PAY DATE RANGE: 1/11/2012 THRU 1/17/2012

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
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01-000276	DELTA DENTAL-ASC	I-201201108944	221 5415-211	DENTAL CLAIMS: DELTA DENTAL-ASC		000000	866.60
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						VENDOR 01-000276 TOTALS	866.60
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				DEPARTMENT 415 DENTAL CLAIMS	TOTAL:	866.60
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				VENDOR SET 221 HEALTH INSURANCE FUND	TOTAL:	866.60
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						REPORT GRAND TOTAL:	866.60
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***** G/L ACCOUNT TOTALS *****

YEAR	ACCOUNT	NAME	AMOUNT	*****LINE ITEM*****			*****GROUP BUDGET*****		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2011-2012	221-5415-211	DENTAL CLAIMS	866.60	601,146	544,382.91				
		TOTAL:	866.60						

***** DEPARTMENT TOTALS *****

ACCT	NAME	AMOUNT
221-415	DENTAL CLAIMS	866.60
221 TOTAL	HEALTH INSURANCE FUND	866.60

	** TOTAL **	866.60

NO ERRORS

										-----DEPOSIT-----	
---ACCOUNT---	-----NAME-----	--DATE--	---TYPE---	-CK #-	---AMOUNT---	CODE	-RECEIPT--	--AMOUNT--	---MESSAGE---		
01-22200-13	OLMSTEAD, ERIC E	1/12/12	FINAL BILL	110065	43.67CR	100	36774	60.00CR			
03-13700-10	EPLEY, CLINTON J	1/12/12	FINAL BILL	110066	10.13CR	100	36365	60.00CR			
04-22500-01	LOWRY, GERALD	1/12/12	FINAL BILL	110067	8.16CR	000		0.00			
05-15000-08	LAWHORN, DENNIS E	1/12/12	FINAL BILL	110068	13.80CR	100	36071	60.00CR			
06-20600-10	HUDSON, TABITHA	1/12/12	FINAL BILL	110069	36.83CR	100	33471	60.00CR			
08-27500-03	STANLEY, ANTHONY Q	1/12/12	FINAL BILL	110070	0.62CR	000		0.00			



CCRP&DC

Coles County Regional Planning
& Development Commission

City of Mattoon
208 N 9th St.
Mattoon IL 61938

January 10th 2012
Memo: Amounts for approval and checks for signature.

To the Mattoon City Council,

Please review the amounts below at the next City Council Meeting for approval for payment. Included are six checks requiring signature. **Please do not date these checks.**

908 N. 29th, Mattoon Il 61938

Drake Siding & Sunrooms-1 st draw	General Construction	\$6,942	Check #1531
Coles County Regional Planning	Soft Cost/fee reimbursement	\$1041	Check #1533
Coles County Regional Planning	Project Delivery	\$1650	Check #1532

If you have any questions, please contact our office at 348-0521.

Thank you,

Kristy Dawson
Housing Coordinator
CCRP&DC

NEW BUSINESS:

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2012-1472

AN ORDINANCE GRANTING A VARIANCE FROM THE FRONT AND SIDE YARD SETBACK REQUIREMENTS AND THE INTENSITY OF USE AT 1405 LAFAYETTE AVENUE

WHEREAS, there has been filed a written Petition by Mark Smith for a variance, respecting the property legally described as:

LOT FIVE (5) IN BLOCK TWO (2) IN CURYEA'S ADDITION TO THE CITY OF MATTOON, COLES COUNTY, ILLINOIS.

WHEREAS, said petition requests that a variance be granted pursuant to applicable ordinances of the municipality to allow the construction of an accessory building with an apartment above that encroaches into the front yard setback on the north side of the property located at 1405 Lafayette Ave., and which will reduce the front yard setback on the north side from the required average of 15.5 feet to 12 feet; and

WHEREAS, said petition requests that a variance be granted to allow the same construction to encroach into the side yard setbacks on the east and west sides of the property located at 1405 Lafayette Ave., and which will reduce the side yard setbacks on the sides from the required 10 feet to 5 feet; and

WHEREAS, said petition also requests that a variance be granted to allow the same construction to increase the intensity of the use of the lot from 40% to 45%; and

WHEREAS, the Planning Commission for the City of Mattoon held a properly noticed, public hearing on January 10th, 2012 regarding petitioners' request for said variances; and

WHEREAS, the Planning Commission for the City of Mattoon has recommended that the requested variances be granted; and

WHEREAS, the City Council for the City of Mattoon, Coles County, Illinois, deems that the recommended variance is in the public interest.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, ILLINOIS, as follows:

Section 1. Pursuant to enabling authority provided at Section §159.05 of the Mattoon Code of Ordinances, the property legally described as aforesaid, be and the same is granted a variance of the front and side yard setback requirements to enable the construction of an accessory building with an apartment above which will reduce the front yard setback from the average setback of 15.5 feet to 12 feet and reduce the side yard setbacks from 10 feet to 5 feet.

Section 2. Pursuant to enabling authority provided at Section §159.05 of the Mattoon Code of Ordinances, the property legally described as aforesaid, be and the same is granted a variance to allow the same construction to increase the intensity of the use of the lot from 40% to 45%.

Section 3. This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 4. This ordinance shall be effective upon its approval as provided by law.

Upon motion by _____, seconded by _____,
adopted this _____ day of _____, 2012, by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____

ABSENT (Names): _____

Approved this _____ day of _____, 2012.

Tim Gover, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien, City Clerk

J. Preston Owen, City Attorney

Recorded in the Municipality's Records on _____, 2012.



STAFF REPORT

January 5, 2012

The applicant is requesting a variance on the front and side yard setbacks to allow for the construction of an accessory building with an apartment above. The proposed front setback would be 12 feet and the side yards would be 5 feet.

The applicant is also requesting a variance to the intensity of use of the lot to allow for the construction of an accessory building with an apartment above. There was an existing apartment building that has been demolished and there remains an apartment building back by the alley. The variance is to increase the intensity from 40% to 45% lot coverage.

Applicants

Mark Smith

Location

The subject property is located at 1405 Lafayette.

Description of Property and Surrounding Uses

LOCATION	ZONING	LAND USE
Applicant Property	R3	Multiple Family Residential
North	R3	Multiple Family Residential
South	R2	Single & Two Family Residential
East	R3	Multiple Family Residential
West	C1	Neighborhood Commercial

Review Comments

Mr. Smith has demolished the apartment building that was located on the front of the lot at 1405 Lafayette and desires to construct an accessory building (3 car garage) with an apartment above in its place.

Mr. Smith resides at the 1401 Lafayette Ave. and also owns the property at 1409 Lafayette Avenue.

The existing front yard setbacks of the block range from 8 feet to 18.5 feet and the existing side yard setbacks are 5 feet and less.

The Mattoon Zoning Ordinance

(A) *Front yards.* Front yards shall be provided in each respective district as follows:

- (1) RS, R1, R2, R3, C1 and C2, Residence and Commercial Districts: Minimum dimension 25 feet.
- (3) Where two or more lots, (see vision clearance on corner lots, § [159.51](#)) comprising at least 33% of the frontage in a block are developed with buildings having front yards which do not conform to the above, the average front yard so established shall apply to buildings hereafter erected in the block.

(B) *Side yards.* Side yards shall be provided in each respective district as follows.

(3) R3 Multiple-Family, Residence District: the minimum width of the side yard shall be ten feet measured from the foundation to the side lot lines. These standards shall apply to all buildings not exceeding 40 feet in height. Buildings higher than 40 feet in height shall provide a side yard on each side of the building equal to 25% of the height of the building.

The Planning Commission and Council in the past have granted variances of intensity of use increases from 1-5%. In the past, discussions to look at the intensity of use sections have been suggested and increases be made to the Zoning Ordinance.

Staff Recommendation

A non-favorable recommendation of a variance to the front yard setback based on the following.

1. The Zoning Ordinance already allows for taking the average setback of the lots for front yards and the average setback would be 15.5 feet.

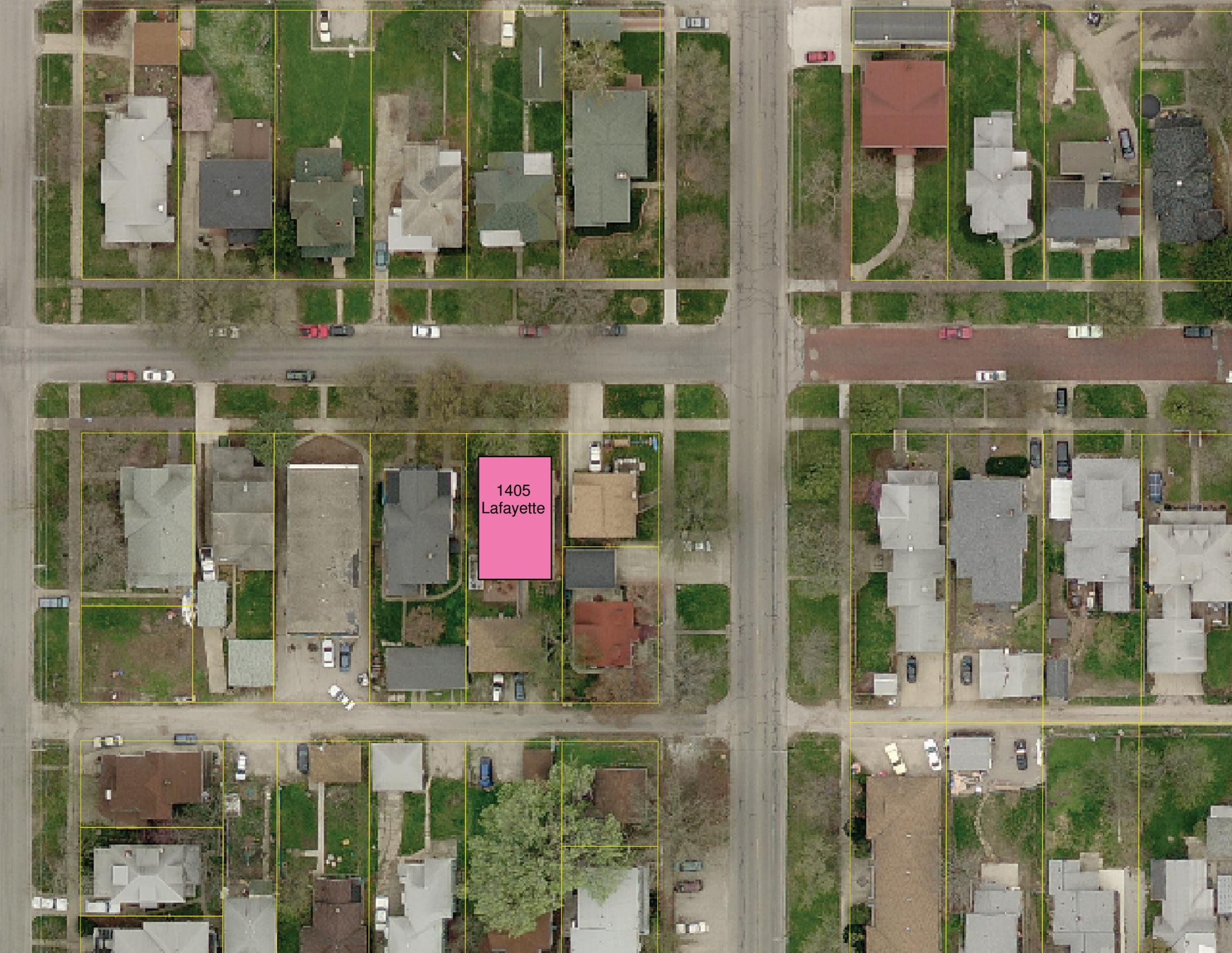
A favorable recommendation of a variance should be considered based on the following.

1. The variance, if granted, will not alter the essential character of the neighborhood or district.
2. The variance will not substantially or permanently impair the appropriate use or development of adjacent property, nor be detrimental to the public welfare.

ATTACHMENTS

Aerial Photo

1405
Lafayette



Planning Commission Meeting
January 10, 2012
City Hall Caucus Room
5:30 p.m.

A meeting of the Planning Commission was held Tuesday January 10, 2012 in the caucus room at city hall. Chairman Rick Otto called the meeting to order at 5:30 p.m.

Members physically present: Gary Boske, Rick Otto, Mike Ramage, Dave Skocy, Mike Sullivan, Brian Titus and Mary Wetzel. Community Development Coordinator Kyle Gill was also present.

Members absent: Lew Stiff and Dean Willaredt.

- I. Motion by Dave Skocy, seconded by Mike Sullivan to approve the minutes of the November 22, 2011 meeting as presented. Motion carried unanimously.
- II. Chairman Rick Otto opened the public hearing at 5:35 p.m. for a request from Mark Smith requesting at variance to the side yard setback, the front yard setback as well as a variance to allow an increase to the intensity of land use at 1405 Lafayette. Smith advised the commission that he lives at 401 S. 14th Street and owns the property at 1405, 1409 and 1411 Lafayette. Smith is planning to build a 64 x 40, 3 car garage with an apartment above. Smith stated he demolished a nine (9) unit apartment building in order to replace it with the accessory building. The garage area will be used for his personal use as well as for his tenants.

Smith is requesting a variance to the front and side yard setbacks to be 5 feet and requesting a variance for the intensity of use to increase from 40% to 45%. There is an existing apartment building on the rear of the lot and by adding the garage it would require the variance. He also produced a petition signed by adjoining neighbors stating that they are in favor of the request.

Community Development Coordinator Kyle Gill gave a staff report citing that the surrounding properties were zone R-3 Multiple Family Residential, and that the surrounding properties range from 8 feet to 18.5 feet on front yard setbacks and 5ft or less on the side yard. He also cited that granting the variances will not alter the character of the neighborhood or impair the use or development of the properties.

Chairman Otto asked if there were any objectors present, which there were none. He also reviewed the standards and findings as it related to the

property in question. Commission member Mike Sullivan stated it would improve the value of the property and free up street parking. Brian Titus cited a hardship because Smith presently has a non-conforming small lot and does not have enough space at his residence to build a garage. The hearing concluded at 5:50 p.m.

Motion by Gary Boske, seconded by Mike Sullivan to recommend the request for the variance for the intensity of use from 40% to 45% at the property located at 1409 Lafayette. Motion carried unanimously.

Motion by Mike Ramage, seconded by Dave Skocy to recommend the request for the variance for the front and side yard setbacks of 5ft. to allow the construction of an accessory building with an apartment above at 1409 Lafayette. Motion carried unanimously.

- IV. Kyle Gill reminded commission members of the upcoming Comprehensive Plan Community Workshop on January 24, 2012 at Williams School and urged all to attend.

Being no further business, the meeting adjourned at 5:55 p.m.

Respectfully submitted by Judy E. Winn

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2012-2850

A RESOLUTION ACCEPTING AMERICAN RECOVERY AND REINVESTMENT ACT CERTIFICATIONS AND ASSURANCES

WHEREAS, the City of Mattoon has initiated a project to reconstruct the passenger platforms at the Railroad Depot at 1718 Broadway Avenue in Mattoon, Illinois; and

WHEREAS, the City of Mattoon has secured \$385,000.00 in funding thru the American Recovery and Reinvestment Act to be used for said project; and

WHEREAS, the funding source requires that the City of Mattoon formally accept the Certifications and Assurances found in Exhibit 'A' in order to be issued said funding.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mattoon that the Certifications and Assurances found in Exhibit 'A' be accepted and that the Mayor and the City Attorney be authorized to sign said documents on behalf of the City of Mattoon.

Upon motion by _____, seconded by _____,
adopted this _____ day of _____, 2012, by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____

ABSENT (Names): _____

Approved this _____ day of _____, 2012.

Timothy D. Gover, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien, City Clerk

J. Preston Owen, City Attorney

Recorded in the Municipality's Records on _____, 2012.

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Certifications & Assurances: Construction Activities

Federal Fiscal Year 2011 Certifications & Assurances

Assurances Required For Each Applicant

1. Assurance of Authority of the Applicant and Its Representative
The authorized representative of the Applicant and the attorney who sign these certifications, assurances, and agreements affirm that both the Applicant and its authorized representative have adequate authority under applicable State, local, or Indian tribal law and regulations, and the Applicant's by-laws or internal rules to:
 - a. Execute and file the application for Federal assistance on behalf of the Applicant;
 - b. Execute and file the required certifications, assurances, and agreements on behalf of the Applicant binding the Applicant; and
 - c. Execute grant agreements and cooperative agreements with FTA on behalf of the Applicant.

2. Standard Assurances
The Applicant assures that it will comply with all applicable Federal statutes and regulations in carrying out any project supported by an FTA grant or cooperative agreement. The Applicant agrees that it is under a continuing obligation to comply with the terms and conditions of the grant agreement or cooperative agreement with FTA issued for its project. The Applicant recognizes that Federal laws and regulations may be modified from time to time and those modifications may affect project implementation. The Applicant understands that Presidential executive orders and Federal directives, including Federal policies and program guidance may be issued concerning matters affecting the Applicant or its project. The Applicant agrees that the most recent Federal laws, regulations, and directives will apply to the project, unless FTA issues a written determination otherwise.

3. Intergovernmental Review Assurance
Except if the Applicant is an Indian tribal government seeking assistance authorized by 49 U.S.C. 5311(c)(1), the Applicant assures that each application for Federal assistance it submits to FTA has been submitted or will be submitted for intergovernmental review to the appropriate State and local agencies as determined by the State. Specifically, the Applicant assures that it has fulfilled or will fulfill the obligations imposed on FTA by U.S. Department of Transportation (U.S. DOT) regulations, "Intergovernmental Review of Department of Transportation Programs and Activities," 49 CFR part 17. This assurance does not apply to Applicants for Federal assistance under FTA's Tribal Transit Program, 49 U.S.C. 5311(c)(1).

4. Nondiscrimination Assurance
As required by 49 U.S.C. 5332 (which prohibits discrimination on the basis of race, color, creed, national origin, sex, or age, and prohibits discrimination in employment or business opportunity), by Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d, and by U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act," 49 CFR part 21 at 21.7, the Applicant assures that it will comply with all requirements imposed by or issued pursuant to 49 U.S.C. 5332, 42 U.S.C. 2000d, and 49 CFR part 21, so that no person in the United States, on the basis of race, color, national origin, creed, sex, or age will be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination in any program or activity (particularly in the level and quality of transportation services and transportation-related benefits) for which the Applicant receives Federal assistance awarded by the U.S. DOT or FTA.

Specifically, during the period in which Federal assistance is extended to the project, or project property is used for a purpose for which the Federal assistance is extended or for

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Certifications & Assurances: Construction Activities

another purpose involving the provision of similar services or benefits, or as long as the Applicant retains ownership or possession of the project property, whichever is longer, the Applicant assures that:

- a. Each project will be conducted, property acquisitions will be undertaken, and project facilities will be operated in accordance with all applicable requirements of 49 U.S.C. 5332, 42 U.S.C. 2000d, and 49 CFR part 21, and understands that this assurance extends to its entire facility and to facilities operated in connection with the project;
 - b. It will promptly take the necessary actions to effectuate this assurance, including notifying the public that complaints of discrimination in the provision of transportation-related services or benefits may be filed with U.S. DOT or FTA. Upon request by U.S. DOT or FTA, the Applicant assures that it will submit the required information pertaining to its compliance with these provisions;
 - c. It will include in each subagreement, property transfer agreement, third party contract, third party subcontract, or participation agreement adequate provisions to extend the requirements imposed by or issued pursuant to 49 U.S.C. 5332, 42 U.S.C. 2000d and 49 CFR part 21 to other parties involved therein including any subrecipient, transferee, third party contractor, third party subcontractor at any level, successor in interest, or any other participant in the project;
 - d. Should it transfer real property, structures, or improvements financed with Federal assistance provided by FTA to another party, any deeds and instruments recording the transfer of that property shall contain a covenant running with the land assuring nondiscrimination for the period during which the property is used for a purpose for which the Federal assistance is extended or for another purpose involving the provision of similar services or benefits;
 - e. The United States has a right to seek judicial enforcement with regard to any matter arising under Title VI of the Civil Rights Act, U.S. DOT implementing regulations, and this assurance; and
 - f. It will make any changes in its Title VI implementing procedures as U.S. DOT or FTA may request to achieve compliance with the requirements imposed by or issued pursuant to 49 U.S.C. 5332, 42 U.S.C. 2000d, and 49 CFR part 21.
5. Assurance of Nondiscrimination on the Basis of Disability
As required by U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," at 49 CFR 27.9, the Applicant assures that, as a condition to the approval or extension of any Federal assistance awarded by FTA to construct any facility, obtain any rolling stock or other equipment, undertake studies, conduct research, or to participate in or obtain any benefit from any program administered by FTA, no otherwise qualified person with a disability shall be, solely by reason of that disability, excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any program or activity receiving or benefiting from Federal assistance administered by the FTA or any entity within U.S. DOT. The Applicant assures that project implementation and operations so assisted will comply with all applicable requirements of U.S. DOT regulations implementing the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, *et seq.*, and the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 *et seq.*, and implementing U.S. DOT regulations at 49 CFR parts 27, 37, and 38, and any other applicable Federal laws that may be enacted or Federal regulations that may be promulgated.
6. U.S. Office of Management and Budget (OMB) Assurances
Consistent with OMB assurances set forth in SF-424B and SF-424D, the Applicant assures that, with respect to itself or its project, the Applicant:
- a. Has the legal authority to apply for Federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay the non-Federal share of project

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Certifications & Assurances: Construction Activities

- cost) to assure proper planning, management, and completion of the project described in its application;
- b. Will give FTA, the Comptroller General of the United States, and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives;
 - c. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain;
 - d. Will initiate and complete the work within the applicable project time periods following receipt of FTA approval;
 - e. Will comply with all applicable Federal statutes relating to nondiscrimination including, but not limited to:
 - 1) Title VI of the Civil Rights Act, 42 U.S.C. 2000d, which prohibits discrimination on the basis of race, color, or national origin;
 - 2) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 through 1683, and 1685 through 1687, and U.S. DOT regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 CFR part 25, which prohibit discrimination on the basis of sex;
 - 3) Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, which prohibits discrimination on the basis of disability;
 - 4) The Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 through 6107, which prohibits discrimination on the basis of age;
 - 5) The Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. 1101 *et seq.*, relating to nondiscrimination on the basis of drug abuse;
 - 6) The Comprehensive Alcohol Abuse and Alcoholism Prevention Act of 1970, as amended, 42 U.S.C. 4541 *et seq.* relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - 7) The Public Health Service Act of 1912, as amended, 42 U.S.C. 290dd through 290dd-2., relating to confidentiality of alcohol and drug abuse patient records;
 - 8) Title VIII of the Civil Rights Act, 42 U.S.C. 3601 *et seq.*, relating to nondiscrimination in the sale, rental, or financing of housing; and
 - 9) Any other nondiscrimination statute(s) that may apply to the project;
 - f. To the extent applicable, will comply with, or has complied with, the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (Uniform Relocation Act) 42 U.S.C. 4601 *et seq.*, which, among other things, provide for fair and equitable treatment of persons displaced or persons whose property is acquired as a result of federally assisted programs. These requirements apply to all interests in real property acquired for project purposes and displacement caused by the project regardless of Federal participation in any purchase. As required by sections 210 and 305 of the Uniform Relocation Act, 42 U.S.C. 4630 and 4655, and by U.S. DOT regulations, "Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs," 49 CFR 24.4, the Applicant assures that it has the requisite authority under applicable State and local law to comply with the requirements of the Uniform Relocation Act, 42 U.S.C. 4601 *et seq.*, and U.S. DOT regulations, "Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs," 49 CFR part 24, and will comply with that Act or has complied with that Act and those implementing regulations, including but not limited to the following:
 - 1) The Applicant will adequately inform each affected person of the benefits, policies, and procedures provided for in 49 CFR part 24;

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Certifications & Assurances: Construction Activities

- 2) The Applicant will provide fair and reasonable relocation payments and assistance as required by 42 U.S.C. 4622, 4623, and 4624; 49 CFR part 24; and any applicable FTA procedures, to or for families, individuals, partnerships, corporations, or associations displaced as a result of any project financed with FTA assistance;
- 3) The Applicant will provide relocation assistance programs offering the services described in 42 U.S.C. 4625 to such displaced families, individuals, partnerships, corporations, or associations in the manner provided in 49 CFR part 24;
- 4) Within a reasonable time before displacement, the Applicant will make available comparable replacement dwellings to displaced families and individuals as required by 42 U.S.C. 4625(c)(3);
- 5) The Applicant will carry out the relocation process in such manner as to provide displaced persons with uniform and consistent services, and will make available replacement housing in the same range of choices with respect to such housing to all displaced persons regardless of race, color, religion, or national origin;
- 6) In acquiring real property, the Applicant will be guided to the greatest extent practicable under State law, by the real property acquisition policies of 42 U.S.C. 4651 and 4652;
- 7) The Applicant will pay or reimburse property owners for their necessary expenses as specified in 42 U.S.C. 4653 and 4654, with the understanding that FTA will provide Federal financial assistance for the Applicant's eligible costs of providing payments for those expenses, as required by 42 U.S.C. 4631;
- 8) The Applicant will execute such amendments to third party contracts and subagreements financed with FTA assistance and execute, furnish, and be bound by such additional documents as FTA may determine necessary to effectuate or implement the assurances provided herein; and
- 9) The Applicant agrees to make these assurances part of or incorporate them by reference into any third party contract or subagreement, or any amendments thereto, relating to any project financed by FTA involving relocation or land acquisition and provide in any affected document that these relocation and land acquisition provisions shall supersede any conflicting provisions;
- g. To the extent applicable, will comply with the Davis-Bacon Act, as amended, 40 U.S.C. 3141 *et seq.*, the Copeland "Anti-Kickback" Act, as amended, at 18 U.S.C. 874, and at 40 U.S.C. 3145, and the Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. 3701 *et seq.*, regarding labor standards for federally assisted projects;
- h. To the extent applicable, will comply with the flood insurance purchase requirements of section 102(a) of the Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. 4012a(a), requiring the Applicant and its subrecipients in a special flood hazard area to participate in the program and purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more;
- i. To the extent applicable, will comply with the Lead-Based Paint Poisoning Prevention Act, 42 U.S.C. 4831(b), which prohibits the use of lead-based paint in the construction or rehabilitation of residence structures;
- j. To the extent applicable, will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities on which a construction project supported with FTA assistance takes place without permission and instructions from FTA;
- k. To the extent required by FTA, will record the Federal interest in the title of real property, and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project;
- l. To the extent applicable, will comply with FTA provisions concerning the drafting, review, and approval of construction plans and specifications of any construction project supported with FTA assistance. As required by U.S. DOT regulations, "Seismic Safety," 49 CFR 41.117(d), before accepting delivery of any building financed with FTA assistance, it will obtain a certificate of compliance with the seismic design and construction requirements of 49 CFR part 41;

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Certifications & Assurances: Construction Activities

- m. To the extent applicable, will provide and maintain competent and adequate engineering supervision at the construction site of any project supported with FTA assistance to assure that the complete work conforms with the approved plans and specifications, and will furnish progress reports and such other information as may be required by FTA or the State;
- n. To the extent applicable, will comply with any applicable environmental standards that may be prescribed to implement the following Federal laws and executive orders:
 - 1) Institution of environmental quality control measures under the National Environmental Policy Act of 1969, as amended, 42 U.S.C. 4321 through 4335 and Executive Order No. 11514, as amended, 42 U.S.C. 4321 note;
 - 2) Notification of violating facilities pursuant to Executive Order No. 11738, 42 U.S.C. 7606 note;
 - 3) Protection of wetlands pursuant to Executive Order No. 11990, 42 U.S.C. 4321 note;
 - 4) Evaluation of flood hazards in floodplains in accordance with Executive Order No. 11988, 42 U.S.C. 4321 note;
 - 5) Assurance of project consistency with the approved State management program developed pursuant to the requirements of the Coastal Zone Management Act of 1972, as amended, 16 U.S.C. 1451 through 1465;
 - 6) Conformity of Federal actions to State (Clean Air) Implementation Plans under section 176(c) of the Clean Air Act of 1955, as amended, 42 U.S.C. 7401 through 7671q;
 - 7) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, 42 U.S.C. 300f through 300j-6;
 - 8) Protection of endangered species under the Endangered Species Act of 1973, as amended, 16 U.S.C. 1531 through 1544; and
 - 9) Environmental protections for Federal transportation programs, including, but not limited to, protections for parks, recreation areas, or wildlife or waterfowl refuges of national, State, or local significance or any land from a historic site of national, State, or local significance to be used in a transportation project as required by 49 U.S.C. 303(b) and 303(c);
 - 10) Protection of the components of the national wild and scenic rivers systems, as required under the Wild and Scenic Rivers Act of 1968, as amended, 16 U.S.C. 1271 through 1287; and
 - 11) Provision of assistance to FTA in complying with section 106 of the National Historic Preservation Act of 1966, as amended, 16 U.S.C. 470f; with the Archaeological and Historic Preservation Act of 1974, as amended, 16 U.S.C. 469 through 469c ; and with Executive Order No. 11593 (identification and protection of historic properties), 16 U.S.C. 470 note;
- o. To the extent applicable, will comply with the requirements of the Hatch Act, 5 U.S.C. 1501 through 1508 and 7324 through 7326, which limit the political activities of State and local agencies and their officers and employees whose primary employment activities are financed in whole or part with Federal funds including a Federal loan, grant agreement, or cooperative agreement except, in accordance with 49 U.S.C. 5307(k)(2) and 23 U.S.C. 142(g), the Hatch Act does not apply to a nonsupervisory employee of a public transportation system (or of any other agency or entity performing related functions) receiving FTA assistance to whom that Act does not otherwise apply;
- p. To the extent applicable, will comply with the National Research Act, Pub. L. 93-348, July 12, 1974, as amended, 42 U.S.C. 289 *et seq.*, and U.S. DOT regulations, "Protection of Human Subjects," 49 CFR part 11, regarding the protection of human subjects involved in research, development, and related activities supported by Federal assistance;
- q. To the extent applicable, will comply with the Animal Welfare Act, as amended, 7 U.S.C. 2131 *et seq.*, and U.S. Department of Agriculture regulations, "Animal Welfare," 9 CFR subchapter A, parts 1, 2, 3, and 4, regarding the care, handling, and treatment of warm

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Certifications & Assurances: Construction Activities

- blooded animals held or used for research, teaching, or other activities supported by Federal assistance;
- r. Will have performed the financial and compliance audits as required by the Single Audit Act Amendments of 1996, 31 U.S.C. 7501 *et seq.*, OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," Revised, and the most recent applicable OMB A-133 Compliance Supplement provisions for the U.S. DOT; and
 - s. To the extent applicable, will comply with all applicable provisions of all other Federal laws or regulations, and follow Federal directives governing the project, except to the extent that FTA has expressly approved otherwise in writing.

Lobbying Certification

1. As required by 31 U.S.C. 1352 and U.S. DOT regulations, "New Restrictions on Lobbying," at 49 CFR 20.110, the Applicant's authorized representative certifies to the best of his or her knowledge and belief that for each application to U.S. DOT or FTA for a Federal grant, loan (including a line of credit), cooperative agreement, or a commitment that the Federal Government to guarantee or insure a loan **exceeding \$100,000**:
 - a. No Federal appropriated funds have been or will be paid by or on behalf of the Applicant to any person to influence or attempt to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress regarding the award of a Federal grant, loan (including a line of credit), cooperative agreement, loan guarantee, or loan insurance, or the extension, continuation, renewal, amendment, or modification of any Federal grant, loan (including a line of credit), cooperative agreement, loan guarantee, or loan insurance;
 - b. If any funds other than Federal appropriated funds have been or will be paid to any person to influence or attempt to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any application for a Federal grant, loan (including a line of credit), cooperative agreement, loan guarantee, or loan insurance, the Applicant assures that it will complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," Rev. 7-97; and
 - c. The language of this certification shall be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, subagreements, and contracts under grants, loans (including a line of credit), cooperative agreements, loan guarantees, and loan insurance).
2. The Applicant understands that this certification is a material representation of fact upon which reliance is placed by the Federal government and that submission of this certification is a prerequisite for providing a Federal grant, loan (including a line of credit), cooperative agreement, loan guarantee, or loan insurance for a transaction covered by 31 U.S.C. 1352. The Applicant also understands that any person who fails to file a required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Procurement Compliance

The Applicant certifies that its procurements and procurement system will comply with all applicable Federal laws and regulations in accordance with applicable Federal directives, except to the extent FTA has expressly approved otherwise in writing.

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Certifications & Assurances: Construction Activities

Public Hearing

As required by 49 U.S.C. 5323(b), for a proposed capital project that will substantially affect a community, or the public transportation service of a community, the Applicant certifies that it has, or before submitting its application, it will have:

1. Provided an adequate opportunity for public review and comment on the proposed project;
2. After providing notice, including a concise description of the proposed project, published in a newspaper of general circulation in the geographic area to be served, held a public hearing on the project if the project affects significant economic, social, or environmental interests;
3. Considered the economic, social, and environmental effects of the proposed project; and
4. Determined that the proposed project is consistent with official plans for developing the community.

Charter Service Agreement

1. As required by 49 U.S.C. 5323(d) and (g) and FTA regulations at 49 CFR 604.4, the Applicant understands and agrees that it and each subrecipient, lessee, third party contractor, or other participant in the project at any tier may provide charter service for transportation projects that uses equipment or facilities acquired with Federal assistance authorized under the Federal transit laws (except as permitted by 49 CFR 604.2), or under 23 U.S.C. 133 or 142, only in compliance with those laws and FTA regulations, "Charter Service," 49 CFR part 604, the terms and conditions of which are incorporated herein by reference.
2. The Applicant understands and agrees that:
 - a. The requirements of FTA regulations, "Charter Service," 49 CFR part 604, will apply to any charter service it or its subrecipients, lessees, third party contractors, or other participants in the project provide;
 - b. The definitions of FTA regulations, "Charter Service," 49 CFR part 604, will apply to this Charter Service Agreement; and
 - c. A pattern of violations of this Charter Service Agreement may require corrective measures and imposition of remedies, including barring the Applicant, subrecipient, lessee, third party contractor, or other participant in the project that has engaged in that pattern of violations from receiving FTA financial assistance, or withholding an amount of Federal assistance as set forth in FTA regulations, "Charter Service," 49 CFR part 604, Appendix D.

School Transportation Agreement

1. As required by 49 U.S.C. 5323(f) and (g) and FTA regulations at 49 CFR 605.14, the Applicant understands and agrees that it and each subrecipient, lessee, third party contractor, or other participant in the project at any tier may engage in school transportation operations in competition with private school transportation operators that uses equipment or facilities acquired with Federal assistance authorized under the Federal transit laws or under 23 U.S.C. 133 or 142, only in compliance with those laws and FTA regulations, "School Bus Operations," 49 CFR part 605, to the extent consistent with 49 U.S.C. 5323(f) or (g), the terms and conditions of which are incorporated herein by reference.
2. The Applicant understands and agrees that:
 - a. The requirements of FTA regulations, "School Bus Operations," 49 CFR part 605, to the extent consistent with 49 U.S.C. 5323(f) or (g), will apply to any school transportation service it or its subrecipients, lessees, third party contractors, or other participants in the project provide;

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Certifications & Assurances: Construction Activities

- b. The definitions of FTA regulations, "School Bus Operations," 49 CFR part 605 will apply to this School Transportation Agreement; and
- c. If there is a violation of this School Transportation Agreement, FTA will bar the Applicant, subrecipient, lessee, third party contractor, or other participant in the project that has violated this School Transportation Agreement from receiving Federal transit assistance in an amount FTA considers appropriate.

Alcohol Misuse And Prohibited Drug Use

If the Applicant is required by FTA regulations, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations," at 49 CFR part 655, to provide the following certification concerning its activities to prevent alcohol misuse and prohibited drug use in its public transportation operations, FTA may not provide Federal assistance to that Applicant until it provides this certification by selecting Category "12."

As required by FTA regulations, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations," at 49 CFR part 655, subpart I, the Applicant certifies that it has established and implemented an alcohol misuse and anti-drug program, and has complied with or will comply with all applicable requirements of FTA regulations, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations," 49 CFR part 655.

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Certifications & Assurances: Construction Activities

Federal Fiscal Year 2011 Certifications & Assurances For Federal Transit Administration Assistance Programs

(Signature page alternative to providing Certifications and Assurances in TEAM-Web)

Name of Applicant: City of Mattoon, Illinois

**By initialing, the Applicant agrees to comply with the applicable provisions of
Categories 01 – 24.** _____

-OR-

**By initialing, the Applicant agrees to comply with applicable provisions of the
Categories it has selected:**

Category	Description	
01.	Assurances Required For Each Applicant	_____
02.	Lobbying.	_____
03.	Procurement Compliance.	_____
04.	Protections for Private Providers of Public Transportation.	_____ N/A
05.	Public Hearing.	_____
06.	Acquisition of Rolling Stock for Use in Revenue Service.	_____ N/A
07.	Acquisition of Capital Assets by Lease.	_____ N/A
08.	Bus Testing.	_____ N/A
09.	Charter Service Agreement.	_____
10.	School Transportation Agreement.	_____
11.	Demand Responsive Service.	_____ N/A
12.	Alcohol Misuse and Prohibited Drug Use.	_____
13.	Interest and Other Financing Costs.	_____ N/A
14.	Intelligent Transportation Systems.	_____ N/A
15.	Urbanized Area Formula Program.	_____ N/A
16.	Clean Fuels Grant Program.	_____ N/A
17.	Elderly Individuals and Individuals with Disabilities Formula Program & Pilot Program.	_____ N/A
18.	Nonurbanized Area Formula Program for States.	_____ N/A
19.	Job Access and Reverse Commute Program.	_____ N/A
20.	New Freedom Program.	_____ N/A
21.	Paul S. Sarbanes Transit in Parks Program.	_____ N/A
22.	Tribal Transit Program.	_____ N/A
23.	TIFIA Projects	_____ N/A
24.	Deposits of Federal Financial Assistance to a State Infrastructure Banks.	_____ N/A

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Certifications & Assurances: Construction Activities

Federal Fiscal Year 2011 FTA Certifications & Assurances Signature Page

AFFIRMATION OF APPLICANT

Name of Applicant: City of Mattoon, Illinois

Name and Relationship of Authorized Representative: Tim Gover, Mayor

BY SIGNING BELOW, on behalf of the Applicant, I declare that the Applicant has duly authorized me to make these certifications and assurances and bind the Applicant's compliance. Thus, the Applicant agrees to comply with all Federal statutes and regulations, and follow applicable Federal directives, and comply with the certifications and assurances as indicated on the foregoing page applicable to each application it makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2011.

FTA intends that the certifications and assurances the Applicant selects on the other side of this document, as representative of the certifications and assurances in this document, should apply, as provided, to each project for which the Applicant seeks now, or may later, seek FTA assistance during Federal Fiscal Year 2011.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31 apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with a Federal public transportation program authorized in 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Signature

Date

Tim Gover

Name of Authorized Representative of Applicant

Appendix E

Certifications & Assurances: Construction Activities

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): City of Mattoon, Illinois

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under State, local, or tribal government law, as applicable, to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the certifications and assurances have been legally made and constitute legal and binding obligations on the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances, or of the performance of the project.

Signature

Date

Preston Owen

Name of Attorney for Applicant

Each Applicant for FTA financial assistance and each FTA Grantee with an active capital or formula project must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its signature in lieu of the Attorney's signature, provided the Applicant has on file this Affirmation, signed by the attorney and dated this Federal fiscal year.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2012-2851

A RESOLUTION APPROVING AN UPDATE TO THE CITY’S EQUAL EMPLOYMENT OPPORTUNITY PLAN

WHEREAS, the purpose of an Equal Employment Opportunity Plan is to insure full and equal participation of men and women regardless of race or national origin in the workforce of an agency that receives federal grant funds; and

WHEREAS, it is now necessary for the City Council to update its Equal Employment Opportunity Plan to maintain continued eligibility for federal grants.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, ILLINOIS that the Mayor is authorized to sign a document indicating the Council’s approval of an update to the City of Mattoon’s “Equal Employment Opportunity Plan”, a copy of which is attached hereto and incorporated by reference.

Upon motion by _____, seconded by _____, adopted this _____ day of _____, 2012, by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____

ABSENT (Names): _____

Approved this _____ day of _____, 2012.

Timothy D. Gover, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O’Brien, City Clerk

J. Preston Owen, City Attorney

Recorded in the Municipality’s Records on _____, 2012.

**CITY OF MATTOON, ILLINOIS
EQUAL EMPLOYMENT OPPORTUNITY PLAN**

SECTION 1: INTRODUCTORY INFORMATION

Policy Statement

It is the continuing policy of the City of Mattoon to afford equal employment opportunity to qualified individuals regardless of their sex, race, creed, age, disability, sexual orientation, nature of discharge from the armed services, or national origin and to conform to applicable laws and regulations that prohibit discrimination in its programs and activities (“Discrimination Factors”). Equal opportunity encompasses all aspects of employment practices to include, but not limited to, recruiting, hiring, training, compensation, benefits, promotions, transfers, layoffs, recall from layoffs, discipline, educational, social, and recreational programs. Additionally, it is the policy of Mattoon to provide its employees a viable means for communicating and resolving grievances and complaints regarding unlawful discriminatory employment practices. Any employee of the City who fails to comply with this policy is subject to appropriate disciplinary action.

Tim Gover
Mayor City of Mattoon, Coles County, Illinois
Date of Update: January 17, 2012
Expiration Date: December 31, 2013

Equal Employment Opportunity Plan

The purpose of the City of Mattoon Equal Employment Opportunity Plan (“EEOP”) is to ensure full and equal participation of men and women regardless of Discrimination Factors in the Mattoon workforce that receives federal grant funds. An EEOP is a comprehensive document that analyzes the Mattoon's workforce in comparison to its relevant labor market data and all employment practices to determine their impact on the Discrimination Factors. The EEOP includes a written analysis that:

- Provides a statistical profile of the internal workforce by race, sex, and national origin;
- Presents a breakdown of the available workforce in the community by race, sex, national origin, and job category;
- Compares these breakdowns to identify under use of minorities and women in the workforce, if any;
- Gives notice of specific objectives to address any findings of under use;
- Identifies problems in employment practices and procedures;
- Identifies specific corrective actions;
- Forms the basis of ongoing evaluation; and
- Discloses how the plan will be disseminated to all employees and to the general public.

The City of Mattoon, Illinois (“City”) receives grant funds from a variety of federal sources, including the Federal Emergency Management Agency, the U.S. Department of Justice, the U.S., Department of Treasury, the U.S. Department of Housing Urban Development, the U.S. Environmental Protection Agency, and the U.S. Department of Transportation.

The City is regarded as a “recipient agency” required to maintain an EEOP because it is a local unit of government, which has 50 or more employees, has received a total of \$25,000 or more in grants or sub-grants and has more than 3 percent minorities in its service area population. The City’s minority population was 5.6% as of the date of the Year 2010 Census. Since the City has received more than

\$410,273 from the U.S. Department of Housing and Urban Development, U.S. Department of Justice, U.S. Department of Transportation, and the U.S. Environmental Protection Agency, it's expected that a current EEOE will be required for review by grantor agencies with applications for new federal grants.

This EEOE is current with workforce data as of June 30, 2011, which was submitted to the Equal Employment Opportunity Commission (EEOC) on September 27, 2011. The City is required to update its EEOE every two years. It will be scheduled for an update with workforce data as of June 30, 2013 that will be submitted to the EEOC not later than December 31, 2013.

Civil Rights Requirements

ALL FEDERAL GRANT RECIPIENTS, REGARDLESS OF THE TYPE OF ENTITY OR THE AMOUNT AWARDED, ARE SUBJECT TO THE PROHIBITIONS AGAINST DISCRIMINATION IN ANY **PROGRAM OR ACTIVITY** AND MAY BE REQUIRED BY A GRANTOR AGENCY, THROUGH SELECTED COMPLIANCE REVIEWS, TO SUBMIT DATA TO ENSURE THEIR SERVICES ARE DELIVERED IN AN EQUITABLE MANNER TO ALL SEGMENTS OF THE SERVICE POPULATION AND THEIR EMPLOYMENT PRACTICES COMPLY WITH EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS. 28 CFR §42.207 AND §42.301 ET SEQ.

Regulatory Definition: **Recipient** means any state or local unit of government or agency thereof, and any private entity, institution or organization to which Federal financial assistance is extended directly or through such government or agency (i.e., sub-grantee or contractor of the recipient agency). 28 CFR § 42.202(n)

In circumstances when Mattoon is the named recipient of a federal grant and will be passing through the financial assistance to a sub-grantee or contractor, it may be necessary for the sub-grantee or contractor to submit another EEOE with a specific focus upon the workforce of the sub-grantee or contractor.

Profile of the Local Government

The City of Mattoon, incorporated in 1857 is located in Coles County in east central Illinois on Interstate 57, 183 miles south of Chicago. It lies 27 miles north of Interstate 70, about midway between Saint Louis and Indianapolis. The City presently occupies a land area of approximately 10 square miles. The City's population at the 2010 Census was 18,555 persons. The City is a non-home rule municipality, which may adopt local ordinances to govern its affairs and provide services, but only if authorized by an enabling state statute. The City provides an extensive array of municipal services including public safety, public works, community development, health, welfare, cemetery, cultural and recreational services, a water and sewer utility, as well as internal management of support functions. The City is financially accountable for a Public Library, Policemen's and Firemen's Pension Funds, which are reported separately within the City's financial statements. The City operates under a commission form of local government. The city council, which has policymaking and legislative authority, consists of a mayor and four commissioners. The council members are elected on a nonpartisan "at large" basis every four years to a four-year term. The city council, among other things, is responsible for passing ordinances, resolutions and adopting the annual municipal budget. The council appoints persons to boards, advisory commissions, a City Administrator, and departmental directors.

In addition to their legislative functions, the mayor and commissioners have individual executive powers and duties. The mayor is the chief executive officer of the municipality and responsible for police protection, economic development, technology, and public affairs. One commissioner is responsible for finance, another commissioner is responsible for public works and public improvements, another commissioner is responsible for fire protection, public health and safety, and tourism development. A fourth commissioner is responsible for the municipal water and sewer utilities, public property,

cemetery, and parks.

In 2001, the city council established a city administrator position by local ordinance. Departmental operations have been placed under the line management of a city administrator, who functions in a staff capacity and is equally responsible to the mayor and commissioners. The city administrator is responsible for carrying out the ordinances and policies of the city council, preparing and implementing the annual budget, and personnel administration. Operating departments are organized in a manner that ensures a line of command answerable to the supervision of responsible elected commissioners, who are assisted by the city administrator and departmental directors in managing day-to-day operations of the municipality.

The city clerk has been delegate responsibility for personnel management as it pertains to record administration. The Board of Fire and Police Commissioners is responsible for the appointment, promotion, and discipline of Firefighters and Police Officers. Age and physical condition standards apply to these positions.

The following is an identification of current city officials and departmental directors, who may be responsible for federal grant management depending upon the functional character of the grant program or project.

CITY MAYOR & COMMISSIONERS

Tim Gover, MayorPolice, Technology
Rick HallFire Protection, Public Health and Safety, & Tourism Development
Bob Becker.....Public Works & Public Improvements
Chris RankinPublic Property & Recreation and Cemetery
Randy ErvinFinance

CITY ADMINISTRATOR

Sue McLaughlin

CITY ATTORNEY

J. Preston Owen

CITY CLERK

Susan J. O'Brien

DEPARTMENT DIRECTORS

City Treasurer & City AttorneyJ. Preston Owen
Public Works DirectorDean Barber
Police Chief.....Jeff Branson
Fire ChiefAnthony Nichols
Community Development Coordinator.....Kyle Gill
Public Works SuperintendentTim Daily
Lake & Parks SuperintendentKurt Stretch
Tourism Coordinator.....Angelia Burgett
Library DirectorRyan Franklin

The official name of the local government is “City of Mattoon, Coles County, Illinois, a municipal corporation”. Its mailing address is 208 North 19th Street, Mattoon, Illinois 61938. Its main phone number is that of the City Clerk’s Office, (217) 235-5654.

The annual independent audit of the financial statements of the City includes a federally mandated “Single Audit” designed to meet the special needs of federal grantor agencies. The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the audited government’s internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of federal awards. These reports are available for public inspection in the City’s separately issued Single Audit report.

The schedule of expenditures of federal grant awards reported in the City’s Audit for the City’s fiscal year that ended April 30, 2011 were as follows:

U.S. Department of Justice	\$167,425
U.S. Department of Transportation.....	230,829
U.S. Department of the Treasury	315
U.S. Environmental Protection Agency.....	4,301
Total Federal Awards.....	\$410,273

Personnel Management & Operations Overview

The previous EEOP articulated an objective of the City to employ a workforce that reasonably reflects the composition of the population within the boundaries of the municipality. Another objective is providing equal employment opportunity to all people regardless of the Discrimination Factors.

The job level inventory for women compared to the workforce analysis in this EEOP compared to the previous EEOP shows an increase (or reduction in the number of women) from -32.7% to -35.2% in the officials/administrators job classification. There also remains an under use of female employees in the category where women have historically not applied for positions, such as laborers, machine operators, police officers, and firefighters. This EEOP continues to show an under use of minorities as well. However, the minority population in the area from where city employees are hired is low (4.34% total).

The current administration of the municipality is not aware of any findings of discrimination by a federal or state court or administrative agencies against the City, its sub-grantees, or contractors. It has been difficult to improve the use of women and minorities in the workforce over the last two years due to the economic recession. Coles County has seen a reduction in jobs with the closing of several major manufacturing facilities. As a result, residents have had less disposable income and the City has received less sales tax and state shared revenues.

Since the incumbent City Council assumed office in May of 2009, one person has been appointed to a management position in the officials/administrators job category, who is a woman.

SECTION 2: THE CITY’S WORKFORCE

This section presents a statistical breakdown of the City’s current workforce for each job category broken down by gender within each racial, color, and national origin group. It includes full and part-time employees. Blanks are counted as zero. This workforce data is as of June 30, 2011, which was submitted to the Equal Employment Opportunity Commission on September 27, 2011.

KEY

W – White • B-Black • H – Hispanic • A/PI – Asian or Pacific Islander
 AI/AN – American Indian or Alaska Native (includes F/T & P/T employees)

Job Category	Total	MEN (Number & %)					WOMEN (Number & %)				
		W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials & Administrators	18 100%	15 83%					3 17%				
Professionals	20 100%	19 95%					1 5%				
Technicians	6 100%	5 83%					1 17%				
Protective Service	43 100%	42 98%					1 2%				
Para-Professionals	6 100%	2 33%	1 17%				3 50%				
Admin Support	13 100%						13 100%				
Skilled Craft	15 100%	15 100%									
Service Maintenance	22 100%	22 100%									
Totals	143 100%	121 85%					22 15%				

SECTION 3: COMMUNITY POPULATION STATISTICS

Agencies are instructed to provide statistical representations (similar to that presented above) of the available community workforce for each job category illustrated by gender within each racial, color, and national origin group.

The 2010 census labor data details of the eight EEO job groups required for EEOP preparation is available. 2010 census data shows Mattoon’s population segregated by sex and race, and will continued to be used for this update to the EEOP.

2010 Census Data – City of Mattoon, Coles County, Illinois

Subject	Number	Percent
Sex:		
Male	8,876	47.8%
Female	9,679	52.2%

Race:		
White	17,528	94.5%
Black	449	2.4%
Hispanic	331	1.8%
Two or more races	318	1.7%
Asian & Pacific Islander	127	0.7%
Some Other Race	94	0.5%
American Indian & Alaska Native	39	0.2%

SECTION 4A: WORKFORCE USE ANALYSIS

The following chart compares the City’s workforce with that of the community population to determine if, and in what job categories, women and minorities (cross-classified by gender) are under-represented in the City’s workforce.

Job Category	MEN (%)					WOMEN (%)				
	W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Administrators	83.0	0.0	0.0	0.0	0.0	17.0	0.0	0.0	0.0	0.0
Community Population	47.8	2.4	1.8	0.7	0.2	52.2	2.4	1.8	0.7	0.2
Use	35.2	-2.4	-1.8	-0.7	-0.2	-35.2	-2.4	-1.8	-0.7	-0.2
Professionals	95.0	0.0	0.0	0.0	0.0	5.0	0.0	0.0	0.0	0.0
Community Population	47.8	2.4	1.8	0.7	0.2	52.2	2.4	1.8	0.7	0.2
Use	47.2	-2.4	-1.8	-0.7	-0.2	-47.2	-2.4	-1.8	-0.7	-0.2
Technicians	83.0	0.0	0.0	0.0	0.0	17.0	0.0	0.0	0.0	0.0
Community Population	47.8	2.4	1.8	0.7	0.2	52.2	2.4	1.8	0.7	0.2
Use	35.2	-2.4	-1.8	-0.7	-0.2	-35.2	-2.4	-1.8	-0.7	-0.2
Protective Service	98.0	0.0	0.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0
Community Population	47.8	2.4	1.8	0.7	0.2	52.2	2.4	1.8	0.7	0.2
Use	50.2	-2.4	-1.8	-0.7	-0.2	-50.2	-2.4	-1.8	-0.7	-0.2
Para-Professional	33.0	17.0	0.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0
Community Population	47.8	2.4	1.8	0.7	0.2	52.2	2.4	1.8	0.7	0.2
Use	-14.8	14.6	-1.8	-0.7	-0.2	-2.2	-2.4	-1.8	-0.7	-0.2
Admin Support	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0
Community Population	47.8	2.4	1.8	0.7	0.2	52.2	2.4	1.8	0.7	0.2
Use	-52.2	-2.4	-1.8	-0.7	-0.2	47.8	-2.4	-1.8	-0.7	-0.2
Skilled Craft	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Community Population	47.8	2.4	1.8	0.7	0.2	52.2	2.4	1.8	0.7	0.2
Use	52.2	-2.4	-1.8	-0.7	-0.2	-47.8	-2.4	-1.8	-0.7	-0.2
Service/Maintenance	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Community Population	47.8	2.4	1.8	0.7	0.2	52.2	2.4	1.8	0.7	0.2
Use	52.2	-2.4	-1.8	-0.7	-0.2	-47.8	-2.4	-1.8	-0.7	-0.2

This workforce analysis forms the basis for updating the EEO plan and is obtained by comparing the information presented in Section 2 with that in Section 3. The format is presented in terms of percentages. Use figures are determined by subtracting the percentages obtained in Section 3 from those obtained in Section 2. In other words as shown in the foregoing workforce use analysis chart, white females comprise 17% of administrator employees. White females make up 52.2% of the population. 52.2% is subtracted from 17% with the resulting figure, -35.2%, is placed in the block on the use analysis for female administrators. This process is repeated for all categories of the EEO job categories. The higher the negative number in the rows titled “Use”, the higher the under-representation of women and minorities in the City’s workforce in that particular job category.

SECTION 4B: USE REVIEW NARRATIVE

Community population statistics show that minority populations are very small in Mattoon:

- The African-American population is 2.4;
- The Hispanic population is 1.8;
- The Asian/Pacific Islander and American Indian/Alaskan Native populations combined are .9%.

The number and percentage of minority employees in the City's workforce is nearly non-existent. Minorities are under used in all job categories of the workforce.

Women, however, are under utilized in every job category of the City's workforce except para-professionals and administrative support positions.

Where minorities are less than 3% of the population of the service area of a local government, an EEOP must still be prepared, but the focus must be upon employment practices affecting women in the workforce. The City, however, will still attempt to increase the representation of all underutilized ethnic groups.

SECTION 5: OBJECTIVES

The City is committed to making its workforce profiles more closely reflect the community population. The primary objective of this EEOP is to increase the number of minorities and women in the workforce. Particular emphasis will be given to positions in the professional, technician, protective service, skilled craft, and maintenance worker job categories of the workforce; where under-representation of women is more than 40%.

Since promotions are generally governed by collective bargaining agreements where preference is given for promotions to seniority and proficiencies of existing employees, for the period of this EEOP the focus will be upon recruitment practices for entry-level positions to ensure that women and members of all minority groups (regardless of sex) are receiving equal opportunity to apply, test, and obtain employment.

SECTION 6: STRATEGIES TO ACHIEVE OBJECTIVES

1. Provide training to members of the City Council, the Board of Fire & Police Commissioners, and Departmental Directors on this Equal Employment Opportunity Plan and the consequences of failure to achieve its objectives.
2. Review job requirements and hiring procedures to ensure no unnecessary barriers exist that would deny equal employment opportunity to women and minorities in all job categories.
3. Use teams of existing women employees to establish a mentoring program to assist in the recruitment for women and minority hires and the further development of their job related knowledge and skills if such persons are hired.
4. Participate at job fairs, which target women and minorities.
5. Encourage women currently in the workforce to take advantage of reimbursement for training expense that will increase job-related knowledge, skills and abilities.
6. Monitor progress toward the achievement of EEO objectives with another analysis of the workforce compared to the local labor market as of December 31 of each year.

SECTION 7: DISSEMINATION

External

- Continue to include the statement “The City of Mattoon is an Equal Opportunity Employer” on all job applications and postings.
- Post this update to the EEOP on the City’s web page.

Internal

- conspicuously post this EEOP on departmental bulletin boards throughout the City.
- periodically brief Commissioners and Departmental Directors to ensure they are familiar with the City’s EEO objectives.

**City of Mattoon
Council Decision Report**

MEETING DATE: 01/17/2012 CDR NO: 2011-1284

SUBJECT: Exec. Session Minutes & Verbatim Recordings

SUBMITTAL DATE: 01/11/2012

SUBMITTED BY: Susan J. O'Brien, City Clerk

APPROVED FOR Sue McLaughlin, _____
COUNCIL AGENDA: City Administrator Date

EXHIBITS (If applicable): To be distributed in Exec Session.

EXPENDITURE	AMOUNT	FUNDS	CONTINGENCY
ESTIMATE:	BUDGETED:	REMAINING:	FUNDING:
\$ N/A	\$ N/A	\$ N/A	\$ N/A

IF IT IS THE WISH OF THE COUNCIL TO SUPPORT RECOMMENDATIONS CONTAINED IN THIS REPORT, THE FOLLOWING MOTION IS SUGGESTED:

“I move to approve release of all Executive Session minutes from May 3, 1991 through December 31, 2011, except for October 14, 20, 2009; May 18, 2010; September 7, 2010; August 16, 2011; October 18, 2011 and to approve the destruction of Executive Session verbatim records that have been approved for release in written form as follows: January 19, 2010; February 2, 16, 2010; March 16, 26, 2010; April 6, 20, 28, 2010; May 4, 2010; June 1, 15, 2010.”

SUMMARY OF THE TOPIC FOR WHICH A COUNCIL DECISION IS REQUESTED:

Per 5 ILCS 120/2.06 (d) “Each public body shall periodically, but no less than semi-annually, meet to review minutes of all closed meetings. At such meetings, a determination shall be made, and reported in an open session that (1) the need for confidentiality still exists as to all or part of those minutes or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection.”

“(c) The verbatim record may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act no less than 18 months after the completion of the meeting recorded but only after: (1) the public body approves the destruction of a particular recording; and (2) the public body approves minutes of the closed meeting that meet the written minutes requirements of subsection (a) of this Section.”

The City Clerk has reviewed the pertinent confidential copies of minutes of closed meetings from the period May 1, 1991 through December, 2011 with City Attorney & Treasurer Owen, who deemed that the abovementioned minutes could be considered available for public inspection.

At its regular meeting of January 17, 2011, the Council will be asked to acknowledge the review of the minutes and exceptions, due to the opinion of the City Attorney that the executive session minutes of these closed meetings are determined to require confidential treatment, and to approve the destruction of verbatim records for applicable Executive Session meetings.

Nothing follows