

**CITY OF MATTOON, ILLINOIS**  
**CITY COUNCIL AGENDA**  
**October 6, 2009**

**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 September 15 and Special meetings September 28, 29 & 30, 2009

Police Department Report for the month of August, 2009 and Fire Department Report for the month of September, 2009

Bills and Payroll last half of September, 2009

**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.*

- Public comments/presentations and non-agenda items

**PRESENTATION – Acknowledging Fire Chief Michael Chism for 24+ years of service with the Mattoon Fire Department.**

**PRESENTATION: Brian Daniell – West & Company – City audit.**

- Public review and discussion of agenda items

**NEW BUSINESS:**

**Motion – Adopt Ordinance 2009-5282: Amending Chapter 159 “Zoning” of the Municipal Code of Ordinances for streamlining interaction between the Zoning Board of Appeals, Planning Commission, and City Council. (Cline)**

**Motion – Adopt Ordinance 2009-5283: Amending sections of the Municipal Code of Ordinances referring to Planned Unit Developments (PUD) for incorporation with the Subdivision Regulation. (Cline)**

**Motion – Adopt Ordinance 2009-5284: Amending the Municipal Code of Ordinances by adding a new §33.058, “ZONING BOARD OF APPEALS (ZBA)”. (Cline)**

**Motion – Adopt Ordinance 2009-5285: Amending the Municipal Code of Ordinances to update and replace administrative procedures for the Planning Commission. (Cline)**

**Motion – Adopt Ordinance 2009-5286: Amending the Municipal Code of Ordinances by transferring Police & Fire Commissioners and updating the Fire & Police Pension sections to Chapter 33. (Cline)**

**Motion – Adopt Special Ordinance 2009-1363: Granting a variance from the front yard setback requirements for 2725 Essex Avenue. David & Clarissa Skocy – Petitioners. (Cline)**

**Motion – Adopt Resolution 2009-2788: Approving the conceptual plan of the Coles County Dial-A-Ride vehicle storage facility located at 11011 East County Road 800 North, which is within Mattoon’s Corridor District. (Cline)**

**Motion – Approve Council Decision Request 2009-1020: Ratifying the Mayor’s re-appointments of Scott Claypool, Beth Heldebrandt, Robert McClean, and Julie Wilkerson for two-year terms expiring September 30, 2011; and Scott Gradle, Justin Grady, Bruce Karmazin, and Janahn Kolden for three-year terms expiring September 30, 2012 to the Mattoon Arts Council (MAC). (Hall)**

**Motion – Approve Council Decision Request 2009-1021: Ratifying the Mayor’s appointment of Randall Ross to the Policemen’s Pension Board, replacing Jon Spitz, with a term ending May 10, 2010; and re-appointing Lewis Stiff to the Policemen’s Pension Board with a term ending May 09, 2011. (Cline)**

**Motion – Approve Council Decision Request 2009-1022: Approving the bid specifications for janitorial services of City buildings and authorizing the competitive solicitation for services. (Rankin)**

**Motion – Approve Council Decision Request 2009-1023: Approving a \$3,200 grant by the Tourism Advisory Committee from hotel/motel tax funds to Lake Land College Athletic Department for the purpose of holding the Laker Classic Basketball Tournament on December 18 & 19, 2009. (Hall)**

**Motion – Approve Council Decision Request 2009-1024: Approving a \$12,500 grant by the Tourism Advisory Committee from hotel/motel tax funds to be equally divided between Mattoon Babe Ruth Baseball (\$6,250.00) and the Mattoon American**

**Legion (\$6,250.00) for improvements to the Grimes Field Press Box in Peterson Park in place of annual Tourism Grant contributions for the 2009 baseball season. (Hall)**

**Motion – Approve Council Decision Request 2009-1025: Approving the quote from Metzger Welding in the amount of \$12,026.06 to repair the North 1975 Clarifier at the Waste Water Treatment Plant. (Rankin)**

**Recess to closed session pursuant to the Illinois Open Meetings Act for the purpose of considering the employment, performance or dismissal of employees of the municipality (5 ILCS 120(2)(c)(1)).**

**Reconvened**

**Motion – Authorizing the employment of a city administrator, pending background check and drug screening.**

**Adjourn**

# UNAPPROVED MINUTES:

## September 15, 2009 (Regular)

The City Council of the City of Mattoon held a regular meeting in the City Hall Council Chambers on September 15, 2009.

Mayor David W. Cline presided and called the meeting to order at 6:30 p.m.

Mayor Cline led the Pledge of Allegiance.

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

Also physically present were City personnel: Interim City Administrator John Kolata, City Attorney & Treasurer J. Preston Owen, Public Works Director David Wortman, and City Clerk Susan O'Brien.

Mayor Cline seconded by Commissioner Ervin moved to approve the consent agenda consisting of minutes of the rescheduled meeting September 2, 2009; Fire Department report for the month of August, 2009; payroll and bills for the first half of September, 2009; and Revenue and Finance reports.

### **Bills and payroll for the first of September, 2009**

<b><u>General Fund</u></b>	
Payroll	\$ 252,661.28
Bills	<u>\$ 159,412.17</u>
Total	\$ 412,073.45
<b><u>Hotel Tax Fund</u></b>	
Payroll	\$ 1,809.96
Bills	<u>\$ 20,312.24</u>
Total	\$ 22,122.20
<b><u>Festival Management</u></b>	
Bills	<u>\$ 278.00</u>
Total	\$ 278.00
<b><u>Midtown TIF Fund</u></b>	
Bills	<u>\$ 71,623.49</u>
Total	\$ 71,623.49
<b><u>Capital Project Fund</u></b>	
Bills	<u>\$ 275,882.00</u>
	\$ 275,882.00
<b><u>Water Fund</u></b>	
Payroll	\$ 29,284.70
Bills	<u>\$ 49,315.60</u>

		Total	\$ 78,600.30
	<b><u>Sewer Fund</u></b>		
Payroll			\$ 26,012.93
Bills			<u>\$ 46,561.34</u>
		Total	\$ 72,574.27
	<b><u>Cemetery Fund</u></b>		
Payroll			\$ 3,588.08
Bills			<u>\$ 1,551.54</u>
			\$ 5,139.62
		Total	
	<b><u>Health Insurance</u></b>		
Bills			<u>\$ 61,417.78</u>
			\$ 61,417.78
		Total	
	<b><u>Motor Fuel Tax Fund</u></b>		
Bills			<u>\$ 2,640.04</u>
		Total	\$ 2,640.04

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

**PUBLIC HEARING:** Single Family HOME Grant program.

Mayor Cline opened the public hearing regarding the Single Family HOME Grant program at 6:32 p.m. on September 15, 2009 in the City Hall Council Chambers. Mr. Doug McDermand of Coles County Regional Planning and Development Commission conducted the public hearing; reviewed the grant process; announced a new two-year IDHA program; stated the benefits over two years for twelve single family homes with incomes less than \$43,000; determined the application deadline as October 9, 2009; and opened the floor for questions/comments. Answering Mr. Herb Meeker's of the Journal Gazette inquiries, Mr. McDermand stated the award of the applications would be mid-January and anticipated the optimal amount of homes in the award. Mayor Cline closed the public hearing at 6:37 p.m.

Mayor Cline opened the floor for public comments/presentations and non-agenda items. Commissioner Rankin acknowledged Michael Nichols' achievement of certification of Class 1 Waste Water Treatment Plant Operator I, and congratulated Mr. Nichols on his achievement.

Administrator Kolata reviewed the agenda items. Mayor Cline called for questions or comments. There were no questions or comments.

Mayor Cline seconded by Commissioner Hall moved to adopt Ordinance 2009-5280, amending Section 10.99 of the municipal code redefining the general penalty.

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**CITY OF MATTOON, ILLINOIS**

**ORDINANCE NO. 2009-5280**

**AN ORDINANCE AMENDING SECTION 10.99 OF THE CITY OF MATTOON'S CODE OF ORDINANCES STATING THE GENERAL PENALTY**

**WHEREAS**, the City of Mattoon currently has an ordinance that requires an amendment per the statutes of the State of Illinois, and

**WHEREAS**, the current minimum general penalty is insufficient.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Mattoon as follows:

**Section 1. Recitals.** The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

**Section 2. Amendments.** Section 10.99 of the Code of Ordinances of the City of Mattoon is hereby is reenacted as follows:

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**§10.99 GENERAL PENALTY.**

(A) Unless another penalty is specifically provided by this code for violation of any particular provisions, section or chapter, any person violating any provision of this code, or any rule or regulation adopted or issued in pursuance thereof, or any provision of any code adopted herein by reference, shall upon conviction be subject to a fine of not less than \$50.00, nor more than \$750.00 for each offense, and a separate offense shall be deemed committed during or on which a violation occurs or continues and additionally the costs of prosecution and any court costs.

(B) The person upon whom any fine or penalty is imposed for violation of any provision of this code or any ordinance of the City, upon order of the court before whom the conviction is had, may be committed to county jail as provided by law, or to any other place provided by ordinance for the incarceration of offenders until the fine, penalty, and costs are fully paid. No imprisonment, however, shall exceed six months for any one offense.

(C) Each act of violation and each day upon which a violation occurs constitutes a separate offense.

(D) The penalty provided by this section applies to the amendment of any section of this code or a code adopted herein by reference whether or not such penalty is reenacted in the amendatory ordinance.

(E) Reference to a section of this code shall be understood also to refer to and include the penalty section relating thereto, unless otherwise expressly provided.

(F) The failure of an officer or employee of the City to perform an official duty imposed by this code shall not subject such officer or employee to the penalty imposed for violation of this code, unless a penalty is specifically provided in the Section creating the duty.

**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 Mayor Cline, seconded by Commissioner Hall, adopted this 15th day of September, 2009, by a roll call vote, as follows:

RECORD OF THE VOTE	Aye	Nay	Abstain	Absent
Mayor David Cline	X			
Commissioner Randy Ervin	X			
Commissioner Tim Gover	X			
Commissioner Rick Hall	X			
Commissioner Chris Rankin	X			

Approved this 15<sup>th</sup> day of September, 2009.

/s/ David W. Cline  
David W. Cline, Mayor  
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

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

/s/ J. Preston Owen  
J. Preston Owen, City Attorney

Recorded in the Municipality's Records on October 6, 2009.

Mayor called for comments. No additional comments.

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

Mayor Cline seconded by Commissioner Hall moved to adopt Ordinance 2009-5281, amending Sections of the municipal code referring to the general penalty.

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**CITY OF MATTOON, ILLINOIS**

**ORDINANCE NO. 2009-5281**

**AN ORDINANCE AMENDING THE SECTIONS OF THE CITY OF MATTOON'S  
CODE OF ORDINANCES REFERRING TO THE GENERAL PENALTY**

**WHEREAS**, the City of Mattoon currently has an ordinance that requires an amendment per the statutes of the State of Illinois, and

**WHEREAS**, the former general penalty has been changed and in various places throughout the Code of Ordinances the amount of the former general penalty is restated in the particular chapters as "...not less than \$1 nor more than \$500 for each offense..."

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Mattoon as follows:

**Section 1. Recitals.** The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

**Section 2. Amendments.** Where appearing throughout the City of Mattoon's Code of Ordinances a penalty section states that the penalty associated with the Chapter or Section is "not less than \$1 nor more than \$500" or words to that effect, the following statement will be substituted for the amounts of the penalty.

"The General Penalty of §10.99 shall apply upon conviction."

**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 Mayor Cline, seconded by Commissioner Hall, adopted this 15th day of September, 2009, by a roll call vote, as follows:

RECORD OF THE VOTE	Aye	Nay	Abstain	Absent
Mayor David Cline	X			
Commissioner Randy Ervin	X			
Commissioner Tim Gover	X			
Commissioner Rick Hall	X			
Commissioner Chris Rankin	X			

Approved this 15<sup>th</sup> day of September, 2009.

/s/ David W. Cline  
David W. Cline, Mayor  
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

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

/s/ J. Preston Owen  
J. Preston Owen, City Attorney

Recorded in the Municipality's Records on October 6, 2009.

Mayor called for comments. No additional comments.

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

Commissioner Gover seconded by Commissioner Ervin moved to adopt Special Ordinance 2009-1362, repealing the TIF Incentive Grant of Special Ordinance 2008-1304 and replacing the grant with a one-time TIF incentive. Janice Moritz d/b/a Warner's Office Equipment - Recipient

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2009-1362**

**A SPECIAL ORDINANCE REPEALING SPECIAL  
ORDINANCE NO. 2008 – 1304 AND REPLACING THE TIF INCENTIVE  
GRANT BY THAT SPECIAL ORDINANCE WITH A ONE-TIME TIF INCENTIVE**

**WHEREAS**, by Special Ordinance No. 2008 – 1304 the City of Mattoon had entered into a Grant Agreement with Janice Moritz d/b/a Warner's Office Equipment for the removal and replacement of a roof on the building located at 1601 Broadway Avenue; and,

**WHEREAS**, the grant recipient has indicated that she does not desire to go forward with the replacement of the roof at this time but desires to make repairs to the existing roof; and,

**WHEREAS**, it is in the best interest of the City to repeal the Special Ordinance authorizing the original TIF Grant for the replacement of the roof and to grant a one-time TIF incentive of for repairs to the roof of the building located at 1601 Broadway; and,

**WHEREAS**, the Mid-Town TIF Incentive Committee has approved the repeal of the original grant and the new grant of a one-time incentive for the roof repairs.

**NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, A MUNICIPAL CORPORATION**, as follows:

**Section 1.** Recitals. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance

**Section 2.** Special Ordinance No. 2008 – 1304 is hereby repealed in its entirety and is no longer valid.

**Section 3.** The City hereby grants Janice Moritz a one-time TIF Grant in the amount of \$4,800.00 for repairs to the roof of the building located at 1601 Broadway Avenue.

**Section 4.** The City Treasurer is directed to make payment on this grant after receiving proof the repairs have been made and of the amount expended to make those repairs equals the amount of this grant.

**Section 5.** This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Upon motion by Commissioner Gover, seconded by Commissioner Ervin, adopted this 15th day of September, 2009, by a roll call vote, as follows:

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

NAYS (Names): None

ABSENT (Names): None

Approved this 15th day of September, 2009.

/s/ David W. Cline  
David W. Cline, Mayor  
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

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

/s/ J. Preston Owen  
J. Preston Owen,  
City Attorney & Treasurer

Recorded in the Municipality's Records on October 6, 2009.

Mayor called for comments. No additional comments.

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

Commissioner Gover seconded by Commissioner Rankin moved to adopt Resolution 2009-2786, authorizing and supporting a single family owner occupied rehabilitation grant application; and authorizing the Mayor to execute all documents (HOME Grant 2009/2011).

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**CITY OF MATTOON, ILLINOIS**

**RESOLUTION NO. 2009-2786**

**A RESOLUTION OF AUTHORIZATION AND SUPPORT FOR A SINGLE FAMILY OWNER OCCUPIED REHABILITATION GRANT APPLICATION**

**WHEREAS**, the City of Mattoon, is applying to the State of Illinois for HOME Single Family Owner Occupied Rehabilitation Program funds administered by the Illinois Housing Development Authority (IHDA), and,

**WHEREAS**, it is necessary that an application be authorized for submission by the City Council and that the Mayor be authorized to sign documents as required by the Illinois Housing Development Authority in connection with said HOME funds,

**NOW, THEREFORE, BE IT RESOLVED** as follows:

- 1) That the City authorizes and supports the submission of an application for HOME Single Family Owner Occupied Rehabilitation Program funds under the terms and conditions of the State of Illinois and shall enter into and agree to the understandings and assurances contained in said application.
- 2) That the Mayor may execute such documents and all other documents necessary for the carrying out of said application and provide such additional information as may be required to accomplish the obtaining of such grant.

Upon motion by Commissioner Gover, seconded by Commissioner Rankin, adopted this 15th day of September, 2009, by a roll call vote, as follows:

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

NAYS (Names)       None

ABSENT (Names)    None

Approved this 15th day of September, 2009.

/s/ David W. Cline  
David W. Cline, Mayor  
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

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

/s/ J. Preston Owen  
J. Preston Owen, City Attorney

Recorded in the Municipality's Records on October 6, 2009.

Mayor called for comments. No additional comments.

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

Commissioner Ervin seconded by Commissioner Hall moved to adopt Resolution 2009-2787, appropriating \$50,000 of MFT funds for 2009 Street Maintenance. [09-00182-00-RS] (*IDOT Resolution*)



**Illinois Department  
of Transportation**

**Resolution for Improvement by  
Municipality Under the Illinois  
Highway Code**

BE IT RESOLVED, by Council of the  
Council or President and Board of Trustees  
 City of Mattoon Illinois  
City, Town or Village

that the following described street(s) be improved under the Illinois Highway Code:

Name of Thoroughfare	Route	From	To
Park Street	FAU 7707	IL 16	FAU 7670 Western Ave
33 <sup>rd</sup> St	FAU 7684	FAU 7670 Western	IL 121
32 <sup>nd</sup> St	FAU 7685	IL 16	FAU 7670 Western Ave
27 <sup>th</sup> St	FAU 7687	IL 121	FAU 7672 Charleston Ave.
Charleston Ave	FAU 7672	FAU 7687 27 <sup>th</sup> St	IL 16
Oklahoma Ave	FAU 7678	FAU 7698 9 <sup>th</sup> St	FAU 6 <sup>th</sup> St.
6 <sup>th</sup> St.	FAU 7699	IL 16	FAU 7669 Richmond Ave

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall Various Bituminous Patching of failed joints,  
Variable thickness of Resurfacing of Bituminous Surface, Bituminous Shoulders, Edge and center line striping

and shall be \_\_\_\_\_ wide  
 and be designated as 09-00182-00-RS

2. That there is hereby appropriated the (additional  Yes  No) Fifty Thousand Dollars  
Dollars \$50,000.00 ) for the  
 improvement of said section from the municipality's allotment of Motor Fuel Tax funds.

3. That work shall be done Contract ; and,  
Specify Contract or Day Labor

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit two certified copies of this resolution to the district office of the Department of Transportation.

Approved

Date

Department of Transportation

I, Susan O'Brien Clerk in and for the  
 City of Mattoon  
City, Town or Village

County Coles, hereby certify the

foregoing to be a true, perfect and complete copy of a resolution adopted

by the Council

Council or President and Board of Trustees

at a meeting September 15, 2009

Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this

16th day of September, 2009

(SEAL)

/s/ Susan J. O'Brien

City, Town, or Village Clerk

Mayor called for comments. No additional comments.

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

Mayor Cline seconded by Commissioner Ervin moved to approve Council Decision Request 2009-1014, approving the TIF Incentive Committee's decision to:

Deny an application for Picket Fence, due to routine maintenance; and,  
Deny an application for Memory Lane, due to routine maintenance; and,  
Postpone an application for Land Trust #829, requesting the applicant to provide more information.

Mayor called for comments. Council with input from Attorney & Treasurer Owen and Administrator Kolata discussed Phase I and Phase II of the Midtown TIF District and expected increment involved with projects.

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

Commissioner Rankin seconded by Commissioner Hall moved to approve Council Decision Request 2009-1015, accepting a quote from Vandevanter Engineering of Fenton, Missouri in the amount of \$32,142. for upgrades and new pump installation at the Golden Valley Lift Station.

Mayor called for comments. No additional comments.

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

Commissioner Ervin seconded by Commissioner Gover moved to approve Council Decision Request 2009-1016, authorizing the employment of William Tatman II as a replacement Public Works Maintenance Worker III, effective September 16, 2009.

Mayor called for comments. No additional comments.

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

Commissioner Rankin seconded by Commissioner Hall moved to approve Council Decision Request 2009-1017, accepting a quote from Maxedon Landscaping of Effingham for \$7,986.54 for grading and seeding the new west section of Dodge Grove Cemetery.

Mayor called for comments. Council with input from Director Wortman and Attorney & Treasurer Owen discussed the expansion of Dodge Grove Cemetery.

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

Commissioner Gover seconded by Commissioner Hall moved to approve Council Decision Request 2009-1018, approving the proposal from Bartels Construction of Mattoon in the amount of \$6,650.00 for construction of a guard wall around the utilities at the Depot; and authorizing the Mayor to sign the documents.

Mayor called for comments. No additional comments.

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

Commissioner Gover seconded by Commissioner Hall moved to approve Council Decision Request 2009-1019, approving the proposal from Detection Security Company, Inc. of Mattoon for installation of programmable door locks and a security camera system at the Depot; and authorizing the Mayor to sign the documents.

Mayor called for comments. Commissioner Hall and Attorney & Treasurer Owen discussed the timeline for the installation of the security cameras.

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

Mayor Cline seconded by Commissioner Ervin recessed to closed session at 6:58 p.m. pursuant to the Illinois Open Meetings Act for the purpose of considering the employment, performance or dismissal of employees of the municipality (5 ILCS 120(2)(c)(1)); the price for sale or lease of property (5 ILCS 120(2)(c)(6)); and the purchase or lease of real property (5 ILCS 120(2)(c)(5)).

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

Council reconvened at 7:21 p.m.

Commissioner Gover seconded by Commissioner Ervin moved to adjourned at 7:21 p.m.

Mayor Cline declared the motion carried by the following vote: YEA Commissioner

Ervin, YEA Commissioner Gover, YEA Commissioner Hall, YEA Commissioner Rankin, YEA Mayor Cline.

/s/ Susan J. O'Brien  
City Clerk

## **September 28, 2009 (Special)**

The City Council of the City of Mattoon held a special meeting at Cody's Road House Restaurant; 1320 Broadway Avenue East; Mattoon on September 28, 2009.

Mayor David W. Cline presided and called the meeting to order at 5:39 p.m.

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

Mayor Cline announced the open meeting and introduced Mr. Thomas Brownlow, a leading candidate for the successor city administrator position.

Public Reception followed. Commissioner Hall arrived at 5:45 p.m.

Commissioner Gover seconded by Commissioner Rankin moved to recess to closed session at 7:06 p.m. pursuant to the Illinois Open Meetings Act for the purpose of considering the employment, performance or dismissal of employees of the municipality (5 ILCS 120(2)(c)(1)).

Mayor Cline declared the motion carried by the following vote: YEA Commissioner Randy Ervin, YEA Commissioner Tim Gover, YEA Commissioner Rick Hall, YEA Commissioner Chris Rankin, YEA Mayor David Cline.

Council reconvened from closed session at 8:46 p.m.

Commissioner Gover seconded by Commissioner Hall moved to adjourn at 8:46 p.m.

Mayor Cline declared the motion carried by the following vote: YEA Commissioner Randy Ervin, YEA Commissioner Tim Gover, YEA Commissioner Rick Hall, YEA Commissioner Chris Rankin, YEA Mayor David Cline.

/s/ Susan J. O'Brien  
City Clerk

## September 29, 2009 (Special)

The City Council of the City of Mattoon held a special meeting at Cody's Road House Restaurant; 1320 Broadway Avenue East; Mattoon on September 29, 2009.

Mayor David W. Cline presided and called the meeting to order at 5:36 p.m.

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

Mayor Cline introduced Mr. Cole O'Donnell, a leading candidate for the successor city administrator position.

Public Reception followed. Commissioner Ervin arrived at 5:38 p.m.

Commissioner Ervin seconded by Commissioner Rankin moved to recess to closed session at 6:59 p.m. pursuant to the Illinois Open Meetings Act for the purpose of considering the employment, performance or dismissal of employees of the municipality (5 ILCS 120(2)(c)(1)).

Mayor Cline declared the motion carried by the following vote: YEA Commissioner Randy Ervin, YEA Commissioner Tim Gover, YEA Commissioner Rick Hall, YEA Commissioner Chris Rankin, YEA Mayor David Cline.

Council reconvened from closed session at 8:13 p.m.

Commissioner Hall seconded by Commissioner Gover moved to adjourn at 8:13 p.m.

Mayor Cline declared the motion carried by the following vote: YEA Commissioner Randy Ervin, YEA Commissioner Tim Gover, YEA Commissioner Rick Hall, YEA Commissioner Chris Rankin, YEA Mayor David Cline.

/s/ Susan J. O'Brien  
City Clerk

## September 30, 2009 (Special)

The City Council of the City of Mattoon held a special meeting in the City Hall Council Chambers on September 30, 2009.

Mayor David W. Cline presided and called the meeting to order at 5:01 p.m.

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

Mayor Cline seconded by Commissioner Hall moved to recess to closed session at 5:02 p.m. pursuant to the Illinois Open Meetings Act for the purpose of considering the employment, performance or dismissal of employees of the municipality (5 ILCS 120(2)(c)(1)).

Mayor Cline declared the motion carried by the following vote: YEA Commissioner Randy Ervin, YEA Commissioner Tim Gover, YEA Commissioner Rick Hall, YEA Commissioner Chris Rankin, YEA Mayor David Cline.

Council reconvened from closed session at 5:54 p.m.

Commissioner Gover seconded by Commissioner Ervin moved to adjourn at 5:55 p.m.

Mayor Cline declared the motion carried by the following vote: YEA Commissioner Randy Ervin, YEA Commissioner Tim Gover, YEA Commissioner Rick Hall, YEA Commissioner Chris Rankin, YEA Mayor David Cline.

/s/ Susan J. O'Brien  
City Clerk

# **DEPARTMENT REPORTS:**

BEGIN ON NEXT PAGE

**MATTOON POLICE DEPARTMENT MONTHLY REPORT  
MONTH OF AUGUST 2009**

	<i>NUMBER</i>	<i>INCOME</i>	<i>EXPENSE</i>
<b>CALLS</b>			
DISPATCHED FOR MONTH	2,353		

<b>ARRESTS</b>			
CITY COMPLAINTS	28		
STATE COMPLAINTS	84		
RELEASED PENDING INVESTIGATION	3		
CITY COURT FINES COLLECTED		\$4,745.00	
TRAFFIC FINES COLLECTED		\$6,330.82	
DUI EQUIPMENT FEES COLLECTED		\$0.80	
DRUG RELATED OFFENSE FINES COLLECTED		\$50.00	
DRUG CRIME LAB FEES		\$90.00	
POLICE VEHICLE FUND (COURT SUPERVISION)		\$180.00	
EMERGENCY RESPONSE			
<b>*TOTAL*</b>	115		

<b>ILLEGAL PARKING</b>			
HANDICAP TICKETS @ \$250.00	0 (\$0.00)		
OTHER TICKETS @ \$10.00	8 (\$80.00)		
2 HR. TICKETS @ \$5.00	0 (\$0.00)		
2 HR. TICKETS OVER 72 HRS. @ \$10.00	0 (\$0.00)		
RESERVED TICKETS @ \$25.00	0 (\$0.00)		
RESERVED TICKETS OVER 72 HRS. @ \$35.00	0 (\$0.00)		
<b>*TOTAL TICKETS PAID*</b>	8 (\$80.00)	\$80.00	

<b>REVENUE FROM PHOTOSTAT MACHINE</b>			
<b>*TOTAL*</b>		\$611.00	

<b>REVENUE FROM SEX OFFENDER REGISTRATION</b>			
<b>*TOTAL*</b>		\$0.00	

<b>ACCIDENTS</b>			
ACCIDENTS REPORTED FOR MONTH	49		
INJURIES REPORTED FOR MONTH	8		
DEATHS REPORTED FOR MONTH	1		

<b>VEHICLES</b>			
MILES VEHICLES DRIVEN	30,095		
GALLONS OF GASOLINE	2,457.70		
REPAIR COSTS FOR POLICE DEPT VEHICLES			\$1,597.32

<b>JAIL</b>			
COST OF MEALS FOR PRISONERS			\$19.14
REVENUE FROM BOND FEES		\$500.00	

<b>*TOTAL INCOME - AUGUST 2009*</b>		<b>\$12,587.62</b>	
<b>*TOTAL EXPENSE - AUGUST 2009*</b>			<b>\$1,616.46</b>

PREPARED BY: DEBBIE SPARR  
DATE: SEPTEMBER 16, 2009

City of Mattoon

Incident Type Report (Summary)

Alarm Date Between {09/01/2009} And  
{09/30/2009}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>1 Fire</b>				
100 Fire, Other	2	0.95%	\$0	0.00%
1110 Fire in structure, structure not involved	1	0.48%	\$0	0.00%
130 Mobile property (vehicle) fire, Other	1	0.48%	\$1,500	100.00%
142 Brush or brush-and-grass mixture fire	1	0.48%	\$0	0.00%
143 Grass fire	1	0.48%	\$0	0.00%
150 Outside rubbish fire, Other	1	0.48%	\$0	0.00%
151 Outside rubbish, trash or waste fire	2	0.95%	\$0	0.00%
	<b>9</b>	<b>4.29%</b>	<b>\$1,500</b>	<b>100.00%</b>
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>				
251 Excessive heat, scorch burns with no ignition	1	0.48%	\$0	0.00%
	<b>1</b>	<b>0.48%</b>	<b>\$0</b>	<b>0.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
300 Rescue, EMS incident, other	10	4.76%	\$0	0.00%
311 Medical assist, assist EMS crew	98	46.67%	\$0	0.00%
3110 Assist EMS crew, other	2	0.95%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	50	23.81%	\$0	0.00%
3210 Lifeline call, waver of service signed	2	0.95%	\$0	0.00%
322 Motor vehicle accident with injuries	10	4.76%	\$0	0.00%
3220 Vehicle accident, waivers signed	7	3.33%	\$0	0.00%
3230 Motor vehicle/bicycle accident (MV Bcy)	2	0.95%	\$0	0.00%
352 Extrication of victim(s) from vehicle	2	0.95%	\$0	0.00%
	<b>183</b>	<b>87.14%</b>	<b>\$0</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>				
412 Gas leak (natural gas or LPG)	1	0.48%	\$0	0.00%
444 Power line down	2	0.95%	\$0	0.00%
	<b>3</b>	<b>1.43%</b>	<b>\$0</b>	<b>0.00%</b>
<b>5 Service Call</b>				
500 Service Call, other	1	0.48%	\$0	0.00%
5310 Smoke or odor investigation, no problem found	1	0.48%	\$0	0.00%
	<b>2</b>	<b>0.95%</b>	<b>\$0</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>				

City of Mattoon

Incident Type Report (Summary)

Alarm Date Between {09/01/2009} And  
{09/30/2009}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>6 Good Intent Call</b>				
6111 Canceled en route by another agency	1	0.48%	\$0	0.00%
622 No Incident found on arrival at dispatch address	2	0.95%	\$0	0.00%
6610 EMS call, 2nd party call, no problem found	2	0.95%	\$0	0.00%
	<b>7</b>	<b>3.33%</b>	<b>\$0</b>	<b>0.00%</b>
<b>7 False Alarm &amp; False Call</b>				
736 CO detector activation due to malfunction	3	1.43%	\$0	0.00%
7400 Unintentional transmission of alarm, Human error	1	0.48%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	0.48%	\$0	0.00%
	<b>5</b>	<b>2.38%</b>	<b>\$0</b>	<b>0.00%</b>

Total Incident Count: 210

Total Est Loss:

\$1,500

**BILLS & PAYROLL:**

BEGINS ON NEXT PAGE

CITY OF MATTOON  
 9-18-09 PAYROLL  
 8-29-09/9-11-09

	G/L ACCOUNT	ACCOUNT NAME	AMOUNT
CITY COUNCIL	110 5110-111	SALARIES OF REG EMPLOYEES	\$ 1,476.91
CITY CLERK	110 5120-111	SALARIES OF REG EMPLOYEES	\$ 4,466.16
	110 5120-114	COMPENSATED ABSENCES	\$ 765.75
FINANCIAL ADMINISTRATION	110 5150-111	SALARIES OF REG EMPLOYEES	\$ 1,122.14
	110 5150-114	COMPENSATED ABSENCES	\$ 92.29
LEGAL SERVICES	110 5160-111	SALARIES OF REG EMPLOYEES	\$ 1,280.83
	110 5160-114	COMPENSATED ABSENCES	\$ 54.23
COMPUTER INFO SYSTEMS	110 5170-111	SALARIES OF REG EMPLOYEES	\$ 3,924.38
PLANNING & ZONING	110 5180-111	SALARIES OF REG EMPLOYEES	\$ 931.53
	110 5180-114	COMPENSATED ABSENCES	\$ 96.90
POLICE ADMINISTRATION	110 5211-111	SALARIES OF REG EMPLOYEES	\$ 12,739.65
CRIMINAL INVESTIGATION	110 5212-111	SALARIES OF REG EMPLOYEES	\$ 8,224.14
	110 5212-113	OVERTIME	\$ 1,822.01
PATROL	110 5213-111	SALARIES OF REG EMPLOYEES	\$ 66,265.53
	110 5213-113	OVERTIME	\$ 5,523.53
K-9 SERVICE	110 5214-111	SALARIES OF REG EMPLOYEES	\$ 2,195.05
POLICE RECORDS	110 5216-111	SALARIES OF REG EMPLOYEES	\$ 5,969.17
TRAFFIC CONTROL	110 5220-111	SALARIES OF REG EMPLOYEES	\$ 392.00
SCHOOL RESOURCE PROGRAM	110 5227-111	SALARIES OF REG EMPLOYEES	\$ 2,034.04
FIRE PROTECTION ADMIN	110 5241-111	SALARIES OF REG EMPLOYEES	\$ 70,252.79
	110 5241-113	OVERTIME	\$ 3,146.71
	110 5241-114	COMPENSATED ABSENCES	\$ 11,486.54
CODE ENFORCEMENT ADMIN	110 5261-111	SALARIES OF REG EMPLOYEES	\$ 3,197.29
	110 5261-114	COMPENSATED ABSENCES	\$ 116.56
PUBLIC WORKS ADMIN	110 5310-111	SALARIES OF REG EMPLOYEES	\$ 4,901.79
	110 5310-114	COMPENSATED ABSENCES	\$ 213.81
STREETS	110 5320-111	SALARIES OF REG EMPLOYEES	\$ 19,727.94
	110 5320-112	SALARIES OF TEMP EMPLOYEES	\$ 576.00
	110 5320-113	OVERTIME	\$ 590.43
	110 5320-114	COMPENSATED ABSENCES	\$ 4,558.23
YARD WASTE COLLECTION	110 5335-111	SALARIES OF REG EMPLOYEES	\$ 2,186.86
	110 5335-112	SALARIES OF TEMP EMPLOYEES	\$ 452.00
	110 5335-113	OVERTIME	\$ 19.76
CONSTRUCTION INSPECTION	110 5370-111	SALARIES OF REG EMPLOYEES	\$ 2,115.06
	110 5370-112	SALARIES OF TEMP. EMPLOYEES	\$ 1,346.24
	110 5370-113	OVERTIME	\$ 12.62
CUSTODIAL SERVICES	110 5381-111	SALARIES OF REG EMPLOYEES	\$ 2,539.12
EQUIPMENT MAINTENANCE	110 5390-111	SALARIES OF REG EMPLOYEES	\$ 758.73
	110 5390-114	COMPENSATED ABSENCES	\$ 587.40
PARK ADMINISTRATION	110 5511-111	SALARIES OF REG EMPLOYEES	\$ 6,499.87
	110 5511-112	SALARIES OF TEMP EMPLOYEES	\$ 561.00
	110 5511-113	OVERTIME	\$ 222.26
	110 5511-114	COMPENSATED ABSENCES	\$ 874.80
LAKE ADMINISTRATION	110 5512-111	SALARIES OF REG EMPLOYEES	\$ 2,022.34
	110 5512-112	SALARIES OF TEMP EMPLOYEES	\$ 1,753.00
	110 5512-113	OVERTIME	\$ 656.10
		*** FUND 110 TOTALS ***	\$ 260,751.49

CITY OF MATTOON  
 9-18-09 PAYROLL  
 8-29-09/9-11-09

HOTEL TAX ADMINISTRATION	122 5653-111	SALARIES OF REG EMPLOYEES	\$ 1,604.15
	122 5653-112	SALARIES OF TEMP EMPLOYEES	\$ 104.00
	122 5653-114	COMPENSATED ABSENCES	\$ 62.50
		*** FUND 122 TOTALS ***	\$ 1,770.65
RESERVOIRS & WATER SOURCES	211 5351-111	SALARIES OF REG EMPLOYEES	\$ 378.08
	211 5351-113	OVERTIME	\$ 8.28
WATER TREATMENT PLANT	211 5353-111	SALARIES OF REG EMPLOYEES	\$ 12,348.04
	211 5353-114	COMPENSATED ABSENCES	\$ 1,033.53
WATER DISTRIBUTION	211 5354-111	SALARIES OF REG EMPLOYEES	\$ 2,017.79
	211 5354-113	OVERTIME	\$ 200.95
	211 5354-114	COMPENSATED ABSENCES	\$ 2,461.43
ACCOUNTING & COLLECTION	211 5355-111	SALARIES OF REG EMPLOYEES	\$ 3,930.78
	211 5355-114	COMPENSATED ABSENCES	\$ 491.37
ADMINISTRATIVE & GENERAL	211 5356-111	SALARIES OF REG EMPLOYEES	\$ 2,846.59
	211 5356-114	COMPENSATED ABSENCES	\$ 75.81
		*** FUND 211 TOTALS ***	\$ 25,792.65
SANITARY SWR MTCE & CLEAN	212 5342-111	SALARIES OF REG EMPLOYEES	\$ 5,280.31
	212 5342-113	OVERTIME	\$ 143.48
	212 5342-114	COMPENSATED ABSENCES	\$ 2,138.54
WASTEWATER TREATMENT PLANT	212 5344-111	SALARIES OF REG EMPLOYEES	\$ 12,188.81
	212 5344-114	COMPENSATED ABSENCES	\$ 597.38
ACCOUNTING & COLLECTION	212 5345-111	SALARIES OF REG EMPLOYEES	\$ 3,930.80
	212 5345-114	COMPENSATED ABSENCES	\$ 491.41
ADMINISTRATIVE & GENERAL	212 5346-111	SALARIES OF REG EMPLOYEES	\$ 2,846.58
	212 5346-114	COMPENSATED ABSENCES	\$ 75.81
		*** FUND 212 TOTALS ***	\$ 27,693.12
MAINTENANCE & OPERATIONS	213 5361-111	SALARIES OF REG EMPLOYEES	\$ 2,811.08
	213 5361-112	SALARIES OF TEMP EMPLOYEES	\$ 612.00
		*** FUND 213 TOTALS ***	\$ 3,423.08
		*** GRAND TOTALS ***	\$ 319,430.99

CITY OF MATTOON  
9-18-09 PAYROLL  
8-29-09/9-11-09

\*\*\* PAY CODE TOTALS \*\*\*

PAY CODE	NO OF TIMES	HOURS	AMOUNT
REGULAR PAY	18	1,831.50	\$ 35,039.02
OVERTIME PAY	26	335.5	\$ 12,113.60
HOLIDAY PAY-REGULAR	17	296.95	\$ 6,690.36
SALARY PAY	38	10,717.70	\$ 244,459.04
SICK-FD UNION	7	149	\$ 3,171.58
SICK PAY-AFSCME	6	140.5	\$ 3,154.66
VACATION PAY	19	260.5	\$ 5,747.47
VACATION PAY	9	288	\$ 5,996.87
SHIFT PAY	160	160	\$ 112.00
HOLIDAY PAY-OT	3	24	\$ 867.43
PEHP	18	18	\$ 437.50
COMP PAID	19	19	\$ 474.49
COMP EARNED	15	15	\$ -
SICK-NON UNION	3	30.25	\$ 704.84
SHIFT PAY	2	216	\$ 129.60
BURIAL PAY	1	1	\$ 100.00
STRAIGHT OT POLICE	9	9	\$ 232.53

CITY OF MATTOON  
 10-2-09 PAYROLL  
 9-12-09/9-25-09

	G/L ACCOUNT	ACCOUNT NAME	AMOUNT
CITY COUNCIL	110 5110-111	SALARIES OF REG EMPLOYEES	\$ 1,476.91
CITY CLERK	110 5120-111	SALARIES OF REG EMPLOYEES	\$ 5,231.91
FINANCIAL ADMINISTRATION	110 5150-111	SALARIES OF REG EMPLOYEES	\$ 1,143.97
	110 5150-114	COMPENSATED ABSENCES	\$ 70.46
LEGAL SERVICES	110 5160-111	SALARIES OF REG EMPLOYEES	\$ 1,335.06
COMPUTER INFO SYSTEMS	110 5170-111	SALARIES OF REG EMPLOYEES	\$ 3,924.38
PLANNING & ZONING	110 5180-111	SALARIES OF REG EMPLOYEES	\$ 919.42
	110 5180-114	COMPENSATED ABSENCES	\$ 109.01
POLICE ADMINISTRATION	110 5211-111	SALARIES OF REG EMPLOYEES	\$ 12,752.04
CRIMINAL INVESTIGATION	110 5212-111	SALARIES OF REG EMPLOYEES	\$ 8,224.14
	110 5212-113	OVERTIME	\$ 166.50
PATROL	110 5213-111	SALARIES OF REG EMPLOYEES	\$ 66,311.91
	110 5213-113	OVERTIME	\$ 2,827.44
K-9 SERVICE	110 5214-111	SALARIES OF REG EMPLOYEES	\$ 2,195.05
POLICE RECORDS	110 5216-111	SALARIES OF REG EMPLOYEES	\$ 5,969.17
TRAFFIC CONTROL	110 5220-111	SALARIES OF REG EMPLOYEES	\$ 400.00
SCHOOL RESOURCE PROGRAM	110 5227-111	SALARIES OF REG EMPLOYEES	\$ 2,043.74
	110 5227-113	OVERTIME	\$ 918.43
FIRE PROTECTION ADMIN	110 5241-111	SALARIES OF REG EMPLOYEES	\$ 73,780.54
	110 5241-113	OVERTIME	\$ 4,510.99
	110 5241-114	COMPENSATED ABSENCES	\$ 7,992.67
CODE ENFORCEMENT ADMIN	110 5261-111	SALARIES OF REG EMPLOYEES	\$ 3,047.65
	110 5261-114	COMPENSATED ABSENCES	\$ 266.20
PUBLIC WORKS ADMIN	110 5310-111	SALARIES OF REG EMPLOYEES	\$ 5,086.57
	110 5310-114	COMPENSATED ABSENCES	\$ 32.54
STREETS	110 5320-111	SALARIES OF REG EMPLOYEES	\$ 21,004.36
	110 5320-112	SALARIES OF TEMP EMPLOYEES	\$ 640.00
	110 5320-113	OVERTIME	\$ 150.01
	110 5320-114	COMPENSATED ABSENCES	\$ 2,170.80
YARD WASTE COLLECTION	110 5335-111	SALARIES OF REG EMPLOYEES	\$ 2,587.07
	110 5335-112	SALARIES OF TEMP EMPLOYEES	\$ 526.00
	110 5335-113	OVERTIME	\$ 190.49
CONSTRUCTION INSPECTION	110 5370-111	SALARIES OF REG EMPLOYEES	\$ 2,115.06
	110 5370-112	SALARIES OF TEMP. EMPLOYEES	\$ 1,346.24
CUSTODIAL SERVICES	110 5381-111	SALARIES OF REG EMPLOYEES	\$ 2,539.12
EQUIPMENT MAINTENANCE	110 5390-111	SALARIES OF REG EMPLOYEES	\$ 807.68
	110 5390-114	COMPENSATED ABSENCES	\$ 195.80
PARK ADMINISTRATION	110 5511-111	SALARIES OF REG EMPLOYEES	\$ 5,625.07
	110 5511-114	COMPENSATED ABSENCES	\$ 1,749.60
LAKE ADMINISTRATION	110 5512-111	SALARIES OF REG EMPLOYEES	\$ 2,022.34
	110 5512-112	SALARIES OF TEMP EMPLOYEES	\$ 1,143.00
	110 5512-113	OVERTIME	\$ 262.44
		*** FUND 110 TOTALS ***	\$ 255,811.78

## CITY OF MATTOON

10-2-09 PAYROLL

9-12-09/9-25-09

HOTEL TAX ADMINISTRATION	122 5653-111	SALARIES OF REG EMPLOYEES	\$ 1,583.32
	122 5653-112	SALARIES OF TEMP EMPLOYEES	\$ 287.00
	122 5653-114	COMPENSATED ABSENCES	\$ 83.33
		*** FUND 122 TOTALS ***	\$ 1,953.65
WATER TREATMENT PLANT	211 5353-111	SALARIES OF REG EMPLOYEES	\$ 11,754.96
	211 5353-113	OVERTIME	\$ 701.60
	211 5353-114	COMPENSATED ABSENCES	\$ 593.08
WATER DISTRIBUTION	211 5354-111	SALARIES OF REG EMPLOYEES	\$ 7,252.78
	211 5354-113	OVERTIME	\$ 51.65
	211 5354-114	COMPENSATED ABSENCES	\$ 552.91
ACCOUNTING & COLLECTION	211 5355-111	SALARIES OF REG EMPLOYEES	\$ 4,334.41
	211 5355-114	COMPENSATED ABSENCES	\$ 486.54
ADMINISTRATIVE & GENERAL	211 5356-111	SALARIES OF REG EMPLOYEES	\$ 2,825.34
	211 5356-114	COMPENSATED ABSENCES	\$ 100.47
		*** FUND 211 TOTALS ***	\$ 28,653.74
SANITARY SWR MTCE & CLEAN	212 5342-111	SALARIES OF REG EMPLOYEES	\$ 5,133.59
	212 5342-114	COMPENSATED ABSENCES	\$ 621.72
WASTEWATER TREATMENT PLANT	212 5344-111	SALARIES OF REG EMPLOYEES	\$ 12,334.26
	212 5344-113	OVERTIME	\$ 17.17
	212 5344-114	COMPENSATED ABSENCES	\$ 508.51
ACCOUNTING & COLLECTION	212 5345-111	SALARIES OF REG EMPLOYEES	\$ 4,334.42
	212 5345-114	COMPENSATED ABSENCES	\$ 486.57
ADMINISTRATIVE & GENERAL	212 5346-111	SALARIES OF REG EMPLOYEES	\$ 2,825.33
	212 5346-114	COMPENSATED ABSENCES	\$ 100.47
		*** FUND 212 TOTALS ***	\$ 26,362.04
MAINTENANCE & OPERATIONS	213 5361-111	SALARIES OF REG EMPLOYEES	\$ 2,878.08
	213 5361-112	SALARIES OF TEMP EMPLOYEES	\$ 654.50
		*** FUND 213 TOTALS ***	\$ 3,532.58
		*** GRAND TOTALS ***	\$ 316,313.79

CITY OF MATTOON  
10-2-09 PAYROLL  
9-12-09/9-25-09

\*\*\* PAY CODE TOTALS \*\*\*

PAY CODE	NO OF TIMES	HOURS	AMOUNT
REGULAR PAY	29	2,084.00	\$ 41,872.07
SALARY PAY	39	10,859.70	\$ 247,520.01
HOLIDAY PAY-REGULAR	20	112.95	\$ 2,418.85
VACATION PAY	4	144	\$ 2,988.90
SHIFT PAY	1	256	\$ 153.60
SHIFT PAY	1	160	\$ 112.00
OVERTIME PAY	24	279.75	\$ 9,722.72
PEHP	23	23	\$ 437.50
VACATION PAY	10	115.25	\$ 2,612.62
SICK-FD UNION	6	143	\$ 2,998.71
COMP EARNED	12	12	\$ -
SICK PAY-AFSCME	8	131	\$ 2,774.27
SICK-NON UNION	3	101	\$ 2,386.25
BURIAL PAY	1	2	\$ 167.00
COMP PAID	3	3	\$ 75.29
STRAIGHT OT POLICE	3	3	\$ 74.00

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000110	DAVID W CLINE	I-200909291271	110 5110-562	TRAVEL & TRAI:	TRAVEL 9/22-27	099948	281.35
							<hr/>
				VENDOR 01-000110	TOTALS		281.35
01-000871	RANDY ERVIN	I-200909301279	110 5110-562	TRAVEL & TRAI:	TRAVEL 9/24-27	099962	771.73
							<hr/>
				VENDOR 01-000871	TOTALS		771.73
01-002170	BUSINESS CARD	I-200909301277	110 5110-561	BUSINESS MEET:	CODY'S	099942	414.49
							<hr/>
				VENDOR 01-002170	TOTALS		414.49
01-023800	CONSOLIDATED COMMUNICA	I-200909241249	110 5110-532	TELEPHONE	: 234-4633	099953	43.95
							<hr/>
				VENDOR 01-023800	TOTALS		43.95
DEPARTMENT 110 CITY COUNCIL						TOTAL:	1,511.52
-----							
01-000051	AMERICAN LEGAL PUBLISH	I-71878	110 5120-519	OTHER PROFESS:	ONLINE CODIFICATION	099925	262.50
							<hr/>
				VENDOR 01-000051	TOTALS		262.50
01-023800	CONSOLIDATED COMMUNICA	I-200909221213	110 5120-532	TELEPHONE	: 235-5654	099953	213.79
							<hr/>
				VENDOR 01-023800	TOTALS		213.79
01-024060	IL DEPT OF NATURAL RES	I-200909221215	110 5120-802	HUNTING/FISHI:	9-15/21 HUNT/FISH CI 000000		22.00
01-024060	IL DEPT OF NATURAL RES	I-200909221223	110 5120-802	HUNTING/FISHI:	9-9/14 HUNT/FISH CIT 000000		25.00
							<hr/>
				VENDOR 01-024060	TOTALS		47.00
01-024075	IL DEPT OF PUBLIC HEAL	I-200909301278	110 5120-801	VITAL RECORDS:	SEPT 09 VR FEES	099986	376.00
							<hr/>
				VENDOR 01-024075	TOTALS		376.00
DEPARTMENT 120 CITY CLERK						TOTAL:	899.29
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VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 130 CITY ADMINISTRATOR

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002283	JOHN D KOLATA	I-200909241234	110 5130-562	TRAVEL & TRAI:	TRAVEL 9/22-24	099994	202.62
01-002283	JOHN D KOLATA	I-200909291262	110 5130-579	MISC OTHER PU:	ADMINISTRATOR SERVIC	099912	3,365.00
						VENDOR 01-002283 TOTALS	3,567.62
01-024100	IL DEPT OF REVENUE	I-200909151170	110 5130-579	MISC OTHER PU:	KOLATA TAXES	000000	35.00
						VENDOR 01-024100 TOTALS	35.00
01-027330	INTERNAL REVENUE SERVI	I-200909151169	110 5130-579	MISC OTHER PU:	KOLATA TAXES	000000	100.00
						VENDOR 01-027330 TOTALS	100.00
						DEPARTMENT 130 CITY ADMINISTRATOR TOTAL:	3,702.62
01-000124	DATA FLOW	I-53350	110 5150-311	OFFICE SUPPLI:	W-2'S,1099'S	099956	379.77
						VENDOR 01-000124 TOTALS	379.77
01-002170	BUSINESS CARD	I-200909301277	110 5150-311	OFFICE SUPPLI:	TROY GROUP	099942	108.33
						VENDOR 01-002170 TOTALS	108.33
01-023800	CONSOLIDATED COMMUNICA	I-200909221213	110 5150-532	TELEPHONE	: 235-5654	099953	89.56
						VENDOR 01-023800 TOTALS	89.56
01-033200	MATTOON PRINTING CENTE	I-200909291275	110 5150-311	OFFICE SUPPLI:	ENVELOPES	100001	165.45
						VENDOR 01-033200 TOTALS	165.45
01-037936	ONE STOP COPY SHOP	I-15308	110 5150-311	OFFICE SUPPLI:	BUDGET BOOKS	100009	377.10
						VENDOR 01-037936 TOTALS	377.10
						DEPARTMENT 150 FINANCIAL ADMINISTRATION TOTAL:	1,120.21

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 160 LEGAL SERVICES

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002170	BUSINESS CARD	I-200909301277	110 5160-562	TRAVEL & TRAI:	DOWNTOWN DINER	099942	30.00
01-002170	BUSINESS CARD	I-200909301277	110 5160-519	OTHER PROFESS:	US SEARCH	099942	1.95
						VENDOR 01-002170 TOTALS	31.95
01-002322	BLAKE BABBS	I-200909291268	110 5160-579	OTHER PURCHAS:	BOARD UP DOORS	099928	94.00
						VENDOR 01-002322 TOTALS	94.00
01-009075	CUSD #2 TRANSPORTATION	I-426	110 5160-319	MISC. SUPPLIE:	FUEL 8-1/31 LEGAL/PT	099954	24.85
						VENDOR 01-009075 TOTALS	24.85
01-012970	DON BAKER'S PEST CONTR	I-16503	110 5160-579	OTHER PURCHAS:	PEST CONTROL 3304 OA	099959	100.00
						VENDOR 01-012970 TOTALS	100.00
01-047000	WEST PAYMENT CENTER	I-818966998	110 5160-340	BOOKS & PERIO:	ON LINE RESEARCH	100037	445.73
						VENDOR 01-047000 TOTALS	445.73
						DEPARTMENT 160 LEGAL SERVICES TOTAL:	696.53
01-001011	HEWLETT-PACKARD COMPAN	I-46392151	110 5170-851	WIDE AREA NET:	MPD SERVER PROJECT	099980	274.00
01-001011	HEWLETT-PACKARD COMPAN	I-46393076	110 5170-851	WIDE AREA NET:	MPD SERVER PROJECT	099980	318.00
01-001011	HEWLETT-PACKARD COMPAN	I-46397878	110 5170-851	WIDE AREA NET:	MPD SERVER PROJECT	099980	14.00
01-001011	HEWLETT-PACKARD COMPAN	I-46421388	110 5170-851	WIDE AREA NET:	MPD SERVER PROJECT	099980	680.00
01-001011	HEWLETT-PACKARD COMPAN	I-46425222	110 5170-851	WIDE AREA NET:	MPD SERVER PROJECT	099980	556.00
						VENDOR 01-001011 TOTALS	1,842.00
01-002170	BUSINESS CARD	I-200909301277	110 5170-325	SOFTWARE	: SMART DRAW	099942	197.00
						VENDOR 01-002170 TOTALS	197.00
01-023800	CONSOLIDATED COMMUNICA	I-200909181186	110 5170-854	WIDE AREA NET:	101-5520	099831	88.07
01-023800	CONSOLIDATED COMMUNICA	I-200909181187	110 5170-854	WIDE AREA NET:	101-0937	099831	88.07
						VENDOR 01-023800 TOTALS	176.14
						DEPARTMENT 170 COMPUTER INFO SYSTEMS TOTAL:	2,215.14

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 180 PLANNING &amp; ZONING

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-008200	COLES CO REGIONAL PLAN I-4291		110 5180-511	PLANNING & DE:	AUGUST 09 TA BILLING	099950	101.00
					VENDOR 01-008200 TOTALS		101.00
				DEPARTMENT 180 PLANNING & ZONING	TOTAL:		101.00
01-001350	STATE SURPLUS PROPERTY I-200909221228		110 5211-519	OTHER PROFESS:	ANNUAL MEMBERSHIP	100026	600.00
					VENDOR 01-001350 TOTALS		600.00
01-002170	BUSINESS CARD	I-200909301277	110 5211-319	MISCELLANEOUS:	WALMART	099942	20.24
01-002170	BUSINESS CARD	I-200909301277	110 5211-311	OFFICE SUPPLI:	SUPERMEDIASTORE.COM	099942	67.99
					VENDOR 01-002170 TOTALS		88.23
01-023200	IL ASSN CHIEFS OF POLI I-090903M08-31		110 5211-571	DUE & MEMBERS:	2009 DUES	099985	85.00
					VENDOR 01-023200 TOTALS		85.00
01-038331	PF PETTIBONE & CO	I-18519	110 5211-550	PRINTING & BI:	WARNING TICKETS	100014	356.45
					VENDOR 01-038331 TOTALS		356.45
01-038700	POLICE PENSION FUND	I-200909221202	110 5211-232	POLICE PENSIO:	PROPERTY TAX DIST	099892	182,364.36
					VENDOR 01-038700 TOTALS		182,364.36
01-046715	WAVE GRAPHICS	I-20821	110 5211-550	PRINTING & BI:	TIME OFF REQUEST	100036	252.00
					VENDOR 01-046715 TOTALS		252.00
				DEPARTMENT 211 POLICE ADMINISTRATION	TOTAL:		183,746.04
01-002317	GACC, INC.	I-102820	110 5212-319	MISCELLANEOUS:	CD-R	099970	120.00
					VENDOR 01-002317 TOTALS		120.00

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-011700	DELL MARKETING LP	I-XDCD6JJ87	110 5212-863	COMPUTERS	: MPD SEILERJ COMPUTER	099958	1,610.38
						VENDOR 01-011700 TOTALS	1,610.38
						DEPARTMENT 212 CRIMINAL INVESTIGATION TOTAL:	1,730.38
01-001011	HEWLETT-PACKARD COMPAN	I-46421388	110 5213-863	DESKTOP COMPU:	MPD SERVER PROJECT	099980	1,950.00
						VENDOR 01-001011 TOTALS	1,950.00
01-002170	BUSINESS CARD	I-200909301277	110 5213-319	MISCELLANEOUS:	DIGITAL RIVER	099942	419.40
						VENDOR 01-002170 TOTALS	419.40
						DEPARTMENT 213 PATROL TOTAL:	2,369.40
01-002957	RONALD BATEMAN	I-200909291270	110 5214-319	MISCELLANEOUS:	TRAVEL 9/15/09	099932	42.40
						VENDOR 01-002957 TOTALS	42.40
						DEPARTMENT 214 K-9 SERVICE TOTAL:	42.40
01-002170	BUSINESS CARD	I-200909301277	110 5221-562	TRAVEL & TRAI:	WILLARD AIRPORT	099942	25.00
01-002170	BUSINESS CARD	I-200909301277	110 5221-562	TRAVEL & TRAI:	NWA AIR	099942	40.00
01-002170	BUSINESS CARD	I-200909301277	110 5221-562	TRAVEL & TRAI:	NWA AIR	099942	40.00
01-002170	BUSINESS CARD	I-200909301277	110 5221-562	TRAVEL & TRAI:	NWA AIR	099942	85.00
						VENDOR 01-002170 TOTALS	190.00
01-002276	BIRDS-N-BROOKS	I-125473	110 5221-316	TOOLS & EQUIP:	AMMO	099938	144.00
						VENDOR 01-002276 TOTALS	144.00
						DEPARTMENT 221 POLICE TRAINING TOTAL:	334.00
01-002019	BARBECK COMMUNICATIONS	I-333105-48	110 5222-535	RADIOS	: MAINTENANCE	099930	485.25
						VENDOR 01-002019 TOTALS	485.25

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 222 COMMUNICATION SERVICES

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-009057	COMM REVOLVING FUND	I-T1003634	110 5222-537	I-WIN ACCESS	: COMM SVCS 7/09	099951	780.24
							780.24
						VENDOR 01-009057 TOTALS	780.24
01-023800	CONSOLIDATED COMMUNICA	I-200909181198	110 5222-532	TELEPHONE	: 045-2243	099831	42.39
							42.39
						VENDOR 01-023800 TOTALS	42.39
DEPARTMENT 222 COMMUNICATION SERVICES TOTAL:							1,307.88
01-002170	BUSINESS CARD	I-200909301277	110 5223-326	FUEL	: SHELL	099942	15.00
							15.00
						VENDOR 01-002170 TOTALS	15.00
01-009075	CUSD #2 TRANSPORTATION	I-200909221211	110 5223-326	FUEL	: FUEL 8-1/31 POLICE D	099954	5,464.23
01-009075	CUSD #2 TRANSPORTATION	I-200909221212	110 5223-326	FUEL	: FUEL 6-1/30 POLICE D	099954	5,410.81
							10,875.04
						VENDOR 01-009075 TOTALS	10,875.04
01-041000	SECRETARY OF STATE	I-200909181188	110 5223-319	MISCELLANEOUS:	RENEW PLATE	099836	79.00
							79.00
						VENDOR 01-041000 TOTALS	79.00
DEPARTMENT 223 AUTOMOTIVE SERVICES TOTAL:							10,969.04
01-000061	HOME DEPOT	I-6031446	110 5224-432	REPAIR OF BUI:	BARRICADE MATERIAL	099981	14.88
01-000061	HOME DEPOT	I-7031089	110 5224-432	REPAIR OF BUI:	BARRICADE MATERIAL	099981	33.06
01-000061	HOME DEPOT	I-8035318	110 5224-432	REPAIR OF BUI:	BARRICADE MATERIAL	099981	203.20
							251.14
						VENDOR 01-000061 TOTALS	251.14
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5224-321	NATURAL GAS &:	1700 WABASH	099922	4,320.13
							4,320.13
						VENDOR 01-002194 TOTALS	4,320.13
01-008600	COLES MOULTRIE ELECTRI	I-200909181197	110 5224-322	ELECTRICITY	: PISTOL RANGE	099830	60.97
							60.97
						VENDOR 01-008600 TOTALS	60.97

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-033800	MATTOON WATER DEPT	I-200909091013	110 5224-410	UTILITY SERVI:	221 S 17TH	000000	28.77
01-033800	MATTOON WATER DEPT	I-200909091014	110 5224-410	UTILITY SERVI:	1710 WABASH	000000	130.83
						VENDOR 01-033800 TOTALS	159.60
01-035600	KONE INC	I-220206788	110 5224-435	ELEVATOR SERV:	ELEV MNTCE 9/09	099995	577.78
						VENDOR 01-035600 TOTALS	577.78
						DEPARTMENT 224 POLICE BUILDINGS TOTAL:	5,369.62
01-014228	EAST CENTRAL IL TASK F	I-200909291259	110 5229-821	INTERGOVERNME:	TRANSFER OF FUNDS	099911	26,815.00
						VENDOR 01-014228 TOTALS	26,815.00
						DEPARTMENT 229 AREA CRIME TASK FORCE TOTAL:	26,815.00
01-000554	SARAH BUSH	I-200910011318	110 5241-562	TRAVEL & TRAI:	ACLS	100019	100.00
						VENDOR 01-000554 TOTALS	100.00
01-000940	FIRE ENGINEERING	I-200909221217	110 5241-340	BOOKS & PERIO:	3 YEAR SUBSCRIPTION	099964	67.95
						VENDOR 01-000940 TOTALS	67.95
01-001070	AMERENCIPS	I-200909181177	110 5241-321	NATURAL GAS &:	1801 PRAIRIE	099828	55.16
01-001070	AMERENCIPS	I-200909291254	110 5241-321	NATURAL GAS &:	HWY 16 STA 2	099909	35.45
01-001070	AMERENCIPS	I-200909301309	110 5241-321	NATURAL GAS &:	2700 MARSHALL STA 3	099913	44.37
01-001070	AMERENCIPS	I-200910011317	110 5241-321	NATURAL GAS &:	ADDITIONAL CURRENT	099924	146.56
						VENDOR 01-001070 TOTALS	281.54
01-002019	BARBECK COMMUNICATIONS	I-333520-48	110 5241-535	RADIOS	: REMOTE SPEAKER MIC	099930	267.00
						VENDOR 01-002019 TOTALS	267.00
01-002170	BUSINESS CARD	I-200909301277	110 5241-326	FUEL	: FUEL	099942	7.65

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002170	BUSINESS CARD	I-200909301277	110 5241-326	FUEL	: CIRCLE K	099942	11.20
01-002170	BUSINESS CARD	I-200909301277	110 5241-315	UNIFORMS & CL:	THEFIRESTORE.COM	099942	184.97
01-002170	BUSINESS CARD	I-200909301277	110 5241-319	MISCELLANEOUS:	VAN DYKE'S RESTORERS	099942	145.94
01-002170	BUSINESS CARD	I-200909301277	110 5241-315	UNIFORMS & CL:	THEFIRESTORE.COM	099942	74.98
						VENDOR 01-002170 TOTALS	424.74
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5241-321	NATURAL GAS &:	2700 MARSHALL STA 3	099922	195.72
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5241-321	NATURAL GAS &:	1801 PRAIRIE	099922	44.96
						VENDOR 01-002194 TOTALS	240.68
01-002311	JOURNAL GAZETTE	I-200909221221	110 5241-340	BOOKS & PERIO:	STA 3 SUBSCRIPTION	099993	161.20
						VENDOR 01-002311 TOTALS	161.20
01-002958	BATTERY SPECIALISTS, I	I-79313	110 5241-319	MISCELLANEOUS:	BATTERIES	099933	59.50
						VENDOR 01-002958 TOTALS	59.50
01-016000	FARM PLAN	I-3537449	110 5241-316	TOOLS & EQUIP:	SAWZALL BLADES	099888	31.98
						VENDOR 01-016000 TOTALS	31.98
01-017000	FIRE EQUIPMENT SERVICE	I-88648	110 5241-460	OTHER PROP MA:	EXTINGUISHER MNTCE	099965	37.06
01-017000	FIRE EQUIPMENT SERVICE	I-90283	110 5241-460	OTHER PROP MA:	EXTINGUISHER MNTCE	099965	107.50
01-017000	FIRE EQUIPMENT SERVICE	I-90292	110 5241-460	OTHER PROP MA:	EXTINGUISHER MNTCE	099965	107.00
						VENDOR 01-017000 TOTALS	251.56
01-017200	FIRE PENSION FUND	I-200909221204	110 5241-233	FIREFIGHTERS :	PROPERTY TAX DISTRIB	099889	222,304.71
						VENDOR 01-017200 TOTALS	222,304.71
01-023800	CONSOLIDATED COMMUNICA	I-200909181184	110 5241-532	TELEPHONE	: 234-2448	099831	39.91
01-023800	CONSOLIDATED COMMUNICA	I-200909221216	110 5241-532	TELEPHONE	: 235-0947	099953	40.81
01-023800	CONSOLIDATED COMMUNICA	I-200909241239	110 5241-532	TELEPHONE	: 235-0942	099953	40.81
01-023800	CONSOLIDATED COMMUNICA	I-200909241245	110 5241-532	TELEPHONE	: 235-0924	099953	48.16
01-023800	CONSOLIDATED COMMUNICA	I-200910011319	110 5241-532	TELEPHONE	: 234-2442	099953	48.57

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-023800	CONSOLIDATED COMMUNICA	I-200910011320	110 5241-532	TELEPHONE	: 235-0931	099953	41.15
					VENDOR 01-023800 TOTALS		259.41
01-025600	ILMO PRODUCTS COMPANY	I-200909221222	110 5241-313	MEDICAL & SAF:	OXYGEN,CYLINDER RENT	099989	32.06
					VENDOR 01-025600 TOTALS		32.06
01-030021	L & S SAFETY	I-2009-1779	110 5241-315	UNIFORMS & CL:	SAFETY VESTS	099996	100.00
					VENDOR 01-030021 TOTALS		100.00
01-031000	LORENZ SUPPLY CO.	I-223483	110 5241-312	CLEANING SUPP:	TOWELS,BOWL CLEANER	099998	135.86
					VENDOR 01-031000 TOTALS		135.86
01-036080	MUNICIPAL EMERGENCY SE	I-00124324SNV	110 5241-434	REPAIR OF VEH:	SIDE MOUNT BRACKET	100006	132.87
					VENDOR 01-036080 TOTALS		132.87
01-036600	NEAL TIRE SERVICE	I-200909301290	110 5241-434	REPAIR OF VEH:	TIRE REPAIRS	100007	16.00
					VENDOR 01-036600 TOTALS		16.00
01-037010	TONY NICHOLS	I-200909181185	110 5241-562	TRAVEL & TRAI:	TRAVEL 9/11-13	099835	241.10
					VENDOR 01-037010 TOTALS		241.10
01-040451	S & S SERVICE CO	I-46103	110 5241-434	REPAIR OF VEH:	E-25 REPAIRS	100018	275.15
					VENDOR 01-040451 TOTALS		275.15
01-043371	SPRINGFIELD ELECTRIC	I-82731451.001	110 5241-432	REPAIR OF BUI:	DOOR OPENER OUTLET	100023	8.04
					VENDOR 01-043371 TOTALS		8.04
01-043522	STAPLES CREDIT PLAN	I-40772	110 5241-311	OFFICE SUPPLI:	OFFICE SUPPLIES	100024	199.95

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-043522	STAPLES CREDIT PLAN	I-43271	110 5241-311	OFFICE SUPPLI:	OFFICE SUPPLIES	100024	18.99
					VENDOR 01-043522 TOTALS		218.94
01-045820	WALMART COMMUNITY BRC	I-02296	110 5241-319	MISCELLANEOUS:	COFFEE, BLEACH, DETERG	100034	161.54
					VENDOR 01-045820 TOTALS		161.54
DEPARTMENT 241 FIRE PROTECTION ADMIN.							TOTAL: 225,771.83
01-002170	BUSINESS CARD	I-200909301277	110 5243-319	MISCELLANEOUS:	HOME DEPOT	099942	10.28
					VENDOR 01-002170 TOTALS		10.28
01-038082	PELICAN SIGNS	I-4130	110 5243-319	MISCELLANEOUS:	VINYL LETTERING	100012	200.00
					VENDOR 01-038082 TOTALS		200.00
DEPARTMENT 243 FIRE PREVENTION							TOTAL: 210.28
01-001381	MATT FREDERICK	I-200910011321	110 5261-564	PRIVATE VEHIC:	MILEAGE 9/1-30	099968	110.00
					VENDOR 01-001381 TOTALS		110.00
01-015410	EZ PARCEL & BUSINESS S	I-61391	110 5261-531	POSTAGE	: SHIPPING	099963	19.99
					VENDOR 01-015410 TOTALS		19.99
01-023800	CONSOLIDATED COMMUNICA	I-200909181192	110 5261-532	TELEPHONE	: 234-7367	099831	242.65
					VENDOR 01-023800 TOTALS		242.65
DEPARTMENT 261 CODE ENFORCEMENT ADMIN							TOTAL: 372.64
01-000099	IPWSOA	I-200909231233	110 5310-562	TRAVEL & TRAI:	WORTMAN REGISTRATION	099902	125.00
					VENDOR 01-000099 TOTALS		125.00

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001620	VERIZON WIRELESS	I-2287640762	110 5310-533	CELLULAR PHON: MOBILES		099917	831.44
						VENDOR 01-001620 TOTALS	831.44
			DEPARTMENT 310	PUBLIC WORKS ADMIN	TOTAL:		956.44
01-001070	AMERENCIPS	I-200910011317	110 5320-321	NATURAL GAS &: ADDITIONAL CURRENT		099924	151.38
01-001070	AMERENCIPS	I-200910011322	110 5320-321	NATURAL GAS &: 212 N 12TH		099924	120.74
01-001070	AMERENCIPS	I-200910011325	110 5320-321	NATURAL GAS &: 212 N 12TH		099924	23.03
01-001070	AMERENCIPS	I-200910011326	110 5320-321	NATURAL GAS &: 221 N 12TH		099924	128.40
						VENDOR 01-001070 TOTALS	423.55
01-001686	ALLIED MUNICIPAL SUPPL	I-9722	110 5320-319	MISCELLANEOUS: DRIVE RIVET		099921	51.37
						VENDOR 01-001686 TOTALS	51.37
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5320-321	NATURAL GAS &: 212 N 12TH		099922	0.89
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5320-321	NATURAL GAS &: 221 N 12TH		099922	293.99
						VENDOR 01-002194 TOTALS	294.88
01-003020	MIKE BENNETT	I-200909241236	110 5320-562	TRAVEL & TRAI: REIMBURSE CDL		099937	50.00
						VENDOR 01-003020 TOTALS	50.00
01-003206	BIRKEYS	I-P07149	110 5320-318	VEHICLE PARTS: GLASS		099939	219.03
01-003206	BIRKEYS	I-W01428	110 5320-433	REPAIR OF MAC: MUFFLER REPAIRS		099939	69.27
						VENDOR 01-003206 TOTALS	288.30
01-011600	DEBUHR'S SEED STORE	I-21713	110 5320-359	OTHER STREET : STRAW,GRASS SEED		099957	149.79
						VENDOR 01-011600 TOTALS	149.79
01-017618	FOOR TRUCK PARTS INC	I-134970	110 5320-318	VEHICLE PARTS: PARTS		099967	35.00
						VENDOR 01-017618 TOTALS	35.00

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-018950	THE GLASS CUTTERS	I-012904	110 5320-433	REPAIR OF MAC: GLUE GLASS IN LOADER	100028		55.00
01-018950	THE GLASS CUTTERS	I-I2012846	110 5320-433	REPAIR OF MAC: INSTALL GLASS IN BAC	100028		20.00
						VENDOR 01-018950 TOTALS	75.00
01-021402	CHARLES HEUERMAN TRUCK	I-13842	110 5320-359	OTHER STREET : WHITE ROCK		099946	1,481.69
						VENDOR 01-021402 TOTALS	1,481.69
01-022400	HOWELL ASPHALT CO	I-6102MB	110 5320-359	OTHER STREET : HOWELL ASPHALT CO		099982	345.80
						VENDOR 01-022400 TOTALS	345.80
01-023800	CONSOLIDATED COMMUNICA	I-200909241240	110 5320-532	TELEPHONE : 235-5522		099953	81.15
01-023800	CONSOLIDATED COMMUNICA	I-200909241241	110 5320-532	TELEPHONE : 235-5171		099953	220.18
01-023800	CONSOLIDATED COMMUNICA	I-200909241242	110 5320-532	TELEPHONE : 235-5663		099953	37.86
						VENDOR 01-023800 TOTALS	339.19
01-030080	SHANNON LAUE	I-200909221210	110 5320-313	MEDICAL & SAF: REIMBURSE STEEL TOE		099890	75.00
						VENDOR 01-030080 TOTALS	75.00
01-033800	MATTOON WATER DEPT	I-200909091074	110 5320-410	UTILITY SERVI: 212 N 12TH		000000	7.03
01-033800	MATTOON WATER DEPT	I-200909091075	110 5320-410	UTILITY SERVI: 221 N 12TH		000000	45.81
						VENDOR 01-033800 TOTALS	52.84
01-036010	MIKE MORRIS TOOL SALES	I-116361	110 5320-316	TOOLS AND EQU: MIKE MORRIS TOOL SAL	100003		75.50
						VENDOR 01-036010 TOTALS	75.50
01-039600	BEN TIRE AUTO SERVICE	I-200910011323	110 5320-318	VEHICLE PARTS: TIRE REPAIRS		099936	229.90
						VENDOR 01-039600 TOTALS	229.90
						DEPARTMENT 320 STREETS TOTAL:	3,967.81

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 323 SIDEWALKS &amp; CROSSWALKS

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-040469	DURWIN SANDERS	I-29068	110 5323-351	CONCRETE	: SDWLK 320 N 21ST	099960	1,012.00
01-040469	DURWIN SANDERS	I-29075	110 5323-351	CONCRETE	: SDWLK 160A LAFAYETTE	099960	1,564.00
VENDOR 01-040469 TOTALS							2,576.00

DEPARTMENT 323 SIDEWALKS & CROSSWALKS TOTAL: 2,576.00

01-001070	AMERENCIPS	I-200909301307	110 5326-321	NATURAL GAS &	: 208 N 19TH	099913	30.67
01-001070	AMERENCIPS	I-200909301308	110 5326-321	NATURAL GAS &	: 19TH & RICHMOND	099913	46.46
01-001070	AMERENCIPS	I-200910011317	110 5326-321	NATURAL GAS &	: ADDITIONAL CURRENT	099924	443.76
VENDOR 01-001070 TOTALS							520.89

01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: 9TH & CHARLESTON	099922	12.96
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: 19TH & RICHMOND	099922	11.93
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: 7TH & CHARLESTON	099922	9.73
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: 14TH & CHARLESTON	099922	10.76
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: LOGAN & CHARLESTON	099922	9.05
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: 15TH & CHARLESTON	099922	39.95
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: 18TH & MARSHALL	099922	15.49
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: 18TH & CHARLESTON	099922	9.32
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: 19TH & WESTERN	099922	52.63
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: 6TH & CHARLESTON	099922	10.83
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: CHARLESTON & SWORDS	099922	12.20
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: 1721 BROADWAY	099922	32.76
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: B'DWAY & CHARLESTON	099922	231.98
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: 19TH & CHARLESTON	099922	9.32
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: CHARLESTON & CRESTVI	099922	14.11
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5326-321	NATURAL GAS &	: 17TH & B'DWAY	099922	0.55
VENDOR 01-002194 TOTALS							483.57

01-008600	COLES MOULTRIE ELECTRI	I-200909301296	110 5326-322	ELECTRIC	: PIATT & RT 316	099914	13.20
01-008600	COLES MOULTRIE ELECTRI	I-200909301297	110 5326-322	ELECTRIC	: 3020 LAKELAND BLVD	099914	7.86
01-008600	COLES MOULTRIE ELECTRI	I-200909301298	110 5326-322	ELECTRIC	: S RT 45 & PARADISE	099914	14.83
01-008600	COLES MOULTRIE ELECTRI	I-200909301299	110 5326-322	ELECTRIC	: S RT 45 & PARADISE	099914	14.83
01-008600	COLES MOULTRIE ELECTRI	I-200909301300	110 5326-322	ELECTRIC	: LAKELAND INN ENTRANC	099914	8.70
01-008600	COLES MOULTRIE ELECTRI	I-200909301301	110 5326-322	ELECTRIC	: OLD STATE VILLAGE	099914	9.36
01-008600	COLES MOULTRIE ELECTRI	I-200909301302	110 5326-322	ELECTRIC	: SOUTH 9TH ST	099914	8.70
01-008600	COLES MOULTRIE ELECTRI	I-200909301303	110 5326-322	ELECTRIC	: SUNRISE APTS	099914	9.36
01-008600	COLES MOULTRIE ELECTRI	I-200909301304	110 5326-322	ELECTRIC	: S RT 45 & PARADISE	099914	47.37
01-008600	COLES MOULTRIE ELECTRI	I-200909301305	110 5326-322	ELECTRIC	: S RT 45	099914	58.21

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 326 STREET LIGHTING

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-008600	COLES MOULTRIE ELECTRI	I-200909301306	110 5326-322	ELECTRIC	: EAST RT 16	099914	91.45
							283.87
						VENDOR 01-008600 TOTALS	283.87
01-014430	EGIZII ELECTRIC, INC.	I-113495	110 5326-432	REPAIR OF BUI:	RT 16 & 6TH	099961	4,211.70
							4,211.70
						VENDOR 01-014430 TOTALS	4,211.70
						DEPARTMENT 326 STREET LIGHTING	TOTAL: 5,500.03
01-018950	THE GLASS CUTTERS	I-012898	110 5331-318	VEHICLE PARTS:	INSTALL WINDSHIELD	100028	295.64
							295.64
						VENDOR 01-018950 TOTALS	295.64
01-048642	WOODY'S MUNICIPAL SUPP	I-28752	110 5331-318	VEHICLE PARTS:	SWEEPER PARTS	100038	849.16
							849.16
						VENDOR 01-048642 TOTALS	849.16
						DEPARTMENT 331 STREET CLEANING	TOTAL: 1,144.80
01-033800	MATTOON WATER DEPT	I-200909091073	110 5335-410	UTILITY SERVI:	420 LOGAN	000000	24.04
							24.04
						VENDOR 01-033800 TOTALS	24.04
						DEPARTMENT 335 YARD WASTE COLLECTION	TOTAL: 24.04
01-022405	HOWELL PAVING INC	I-2555	110 5370-319	MISCELLANEOUS:	4' LATHE	099983	46.00
							46.00
						VENDOR 01-022405 TOTALS	46.00
01-043522	STAPLES CREDIT PLAN	I-16837	110 5370-319	MISCELLANEOUS:	OFFICE SUPPLIES	099841	34.99
							34.99
						VENDOR 01-043522 TOTALS	34.99
						DEPARTMENT 370 CONSTRUCTION INSPECTION	TOTAL: 80.99

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000013	STATE FIRE MARSHALL	I-9423853	110 5381-460	OTHER PROP MA:	WEIL MCLAIN BOILER C	100025	70.00
					VENDOR 01-000013 TOTALS		70.00
01-000117	FULLER-WENTE INC	I-4365	110 5381-432	REPAIR OF BUI:	REPAIR LEAKING PIPE	099969	234.00
					VENDOR 01-000117 TOTALS		234.00
01-001070	AMERENCIPS	I-200909301309	110 5381-321	NATURAL GAS &:	208 N 19TH	099913	1,198.14
01-001070	AMERENCIPS	I-200910011317	110 5381-321	NATURAL GAS &:	ADDITIONAL CURRENT	099924	684.44
					VENDOR 01-001070 TOTALS		1,882.58
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5381-321	NATURAL GAS &:	CITY HALL	099922	1,444.61
					VENDOR 01-002194 TOTALS		1,444.61
01-023800	CONSOLIDATED COMMUNICA	I-200909301294	110 5381-435	ELEVATOR SERV:	234-7376	099915	37.47
01-023800	CONSOLIDATED COMMUNICA	I-200909301295	110 5381-534	PAGERS	: 402-2636	099915	12.80
					VENDOR 01-023800 TOTALS		50.27
01-031000	LORENZ SUPPLY CO.	I-223735	110 5381-312	CLEANING SUPP:	TOWELS,CUPS,LINERS	099998	379.09
					VENDOR 01-031000 TOTALS		379.09
01-045820	WALMART COMMUNITY BRC	I-00997	110 5381-312	CLEANING SUPP:	TISSUE	100034	77.30
					VENDOR 01-045820 TOTALS		77.30
				DEPARTMENT 381 CUSTODIAL SERVICES	TOTAL:		4,137.85
01-001070	AMERENCIPS	I-200910011317	110 5383-321	NATURAL GAS &:	ADDITIONAL CURRENT	099924	125.35
					VENDOR 01-001070 TOTALS		125.35
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5383-321	NATURAL GAS &:	BURGESS	099922	233.00
					VENDOR 01-002194 TOTALS		233.00

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 383 BURGESS OSBORNE

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-031000	LORENZ SUPPLY CO.	I-223845	110 5383-319	MISCELLANEOUS:	FLOOR CLEANER, LINERS	099998	28.95
					VENDOR 01-031000 TOTALS		28.95
01-033800	MATTOON WATER DEPT	I-200909091045	110 5383-410	UTILITY SERVI:	1701 WABASH	000000	34.67
					VENDOR 01-033800 TOTALS		34.67
01-044325	TERMINIX	I-319183	110 5383-460	OTHER PROP MA:	PEST CONTROL	100027	65.00
					VENDOR 01-044325 TOTALS		65.00
				DEPARTMENT 383	BURGESS OSBORNE	TOTAL:	486.97
01-001070	AMERENCIPS	I-200909301284	110 5384-321	NATURAL GAS &:	1718 B'DWAY UNIT B	099923	295.68
01-001070	AMERENCIPS	I-200909301285	110 5384-321	NATURAL GAS &:	1718 B'DWAY UNIT C	099923	17.72
					VENDOR 01-001070 TOTALS		313.40
01-020803	HARRELSON PLUMBING & H	I-12414	110 5384-432	REPAIR OF BUI:	REPAIR LEAKING STOOL	099974	594.25
					VENDOR 01-020803 TOTALS		594.25
				DEPARTMENT 384	RAILROAD DEPOT	TOTAL:	907.65
01-001070	AMERENCIPS	I-200909181195	110 5388-321	NATURAL GAS &:	316 S 32ND	099828	23.43
					VENDOR 01-001070 TOTALS		23.43
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5388-321	NATURAL GAS &:	GARMENT FACTORY	099922	10.97
					VENDOR 01-002194 TOTALS		10.97
01-011600	DEBUHR'S SEED STORE	I-22856	110 5388-319	MISCELLANEOUS:	FOGGER	099957	26.94
					VENDOR 01-011600 TOTALS		26.94
				DEPARTMENT 388	GARMENT FACTORY	TOTAL:	61.34

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 512 LAKE ADMINISTRATION

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001694	HEARTLAND OUTDOORS	I-200909291273	110 5512-319	MISCELLANEOUS:	SEPT 09 ADVERTISING	099976	29.50
							29.50
						VENDOR 01-001694 TOTALS	29.50
01-024060	IL DEPT OF NATURAL RES	I-200909241238	110 5512-802	HUNTING/FISHI:	9-15/21 HUNT/FISH LA	000000	43.75
01-024060	IL DEPT OF NATURAL RES	I-200909241244	110 5512-802	HUNTING/FISHI:	9-9/14 HUNT/FISH LAK	000000	50.00
							93.75
						VENDOR 01-024060 TOTALS	93.75
01-024101	IL DEPARTMENT OF REVEN	I-200909181175	110 5512-803	SALES TAX REM:	AUGUST 09 SALES TAX	099833	468.00
							468.00
						VENDOR 01-024101 TOTALS	468.00
01-039600	BEN TIRE AUTO SERVICE	I-200909301283	110 5512-433	REPAIR OF MAC:	FLAT TIRE REPAIR	099936	19.95
							19.95
						VENDOR 01-039600 TOTALS	19.95
							611.20
						DEPARTMENT 512 LAKE ADMINISTRATION TOTAL:	611.20
01-033800	MATTOON WATER DEPT	I-200909091046	110 5521-410	UTILITY SERVI:	418 RICHMOND	000000	65.69
							65.69
						VENDOR 01-033800 TOTALS	65.69
							65.69
						DEPARTMENT 521 DEMARS CENTER TOTAL:	65.69
01-000576	JOHN DEERE LANDSCAPES	I-52320366	110 5541-432	REPAIR OF BUI:	SPRINKLER REPAIR	099992	236.50
							236.50
						VENDOR 01-000576 TOTALS	236.50
01-001070	AMERENCIPS	I-200909301281	110 5541-321	NATURAL GAS &:	500 B'DWAY	099923	48.14
01-001070	AMERENCIPS	I-200909301282	110 5541-321	NATURAL GAS &:	500 B'DWAY	099923	60.82
01-001070	AMERENCIPS	I-200910011317	110 5541-321	NATURAL GAS &:	ADDITIONAL CURRENT	099924	786.06
							895.02
						VENDOR 01-001070 TOTALS	895.02
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5541-321	NATURAL GAS &:	PETERSON PARK	099922	162.35
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5541-321	NATURAL GAS &:	PETERSON PARK	099922	326.21

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 541 PETERSON PARK

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5541-321	NATURAL GAS &:	PETERSON PARK	099922	10.97
					VENDOR 01-002194 TOTALS		499.53
01-011600	DEBUHR'S SEED STORE	I-21472	110 5541-319	MISCELLANEOUS:	MOSQUITO SPRAY	099957	35.97
					VENDOR 01-011600 TOTALS		35.97
01-020803	HARRELSON PLUMBING & H	I-12374	110 5541-440	RENTALS	: POTTY RENTAL	099974	192.50
01-020803	HARRELSON PLUMBING & H	I-12447	110 5541-432	REPAIR OF BUI:	REPAIR STOOL, FOUNTA	099974	130.00
					VENDOR 01-020803 TOTALS		322.50
01-031000	LORENZ SUPPLY CO.	I-222264	110 5541-319	MISCELLANEOUS:	LINERS	099998	111.78
					VENDOR 01-031000 TOTALS		111.78
01-031402	M & M PUMP SUPPLY INC	I-550060	110 5541-432	REPAIR OF BUI:	M & M PUMP SUPPLY IN	099999	1,879.50
					VENDOR 01-031402 TOTALS		1,879.50
01-033800	MATTOON WATER DEPT	I-200909091036	110 5541-410	UTILITY SERVI:	305 RICHMOND	000000	155.11
01-033800	MATTOON WATER DEPT	I-200909091037	110 5541-410	UTILITY SERVI:	301 RICHMOND	000000	177.78
01-033800	MATTOON WATER DEPT	I-200909091038	110 5541-410	UTILITY SERVI:	500 B'DWAY	000000	222.99
01-033800	MATTOON WATER DEPT	I-200909091039	110 5541-410	UTILITY SERVI:	500 B'DWAY SHED	000000	173.65
01-033800	MATTOON WATER DEPT	I-200909091040	110 5541-410	UTILITY SERVI:	307 RICHMOND	000000	380.03
01-033800	MATTOON WATER DEPT	I-200909091041	110 5541-410	UTILITY SERVI:	500 B'DWAY	000000	12.90
					VENDOR 01-033800 TOTALS		1,122.46
				DEPARTMENT 541	PETERSON PARK	TOTAL:	5,103.26
01-001070	AMERENCIPS	I-200909301280	110 5542-321	NATURAL GAS &:	632 S 14TH	099923	98.83
					VENDOR 01-001070 TOTALS		98.83
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5542-321	NATURAL GAS &:	LAWSON PARK	099922	293.31
					VENDOR 01-002194 TOTALS		293.31

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 542 LAWSON PARK

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-020803	HARRELSON PLUMBING & H	I-12385	110 5542-440	RENTALS	: POTTY RENTAL	099974	192.50
							<hr/>
					VENDOR 01-020803 TOTALS		192.50
01-033800	MATTOON WATER DEPT	I-200909241243	110 5542-410	UTILITY SERVI:	BASEBALL DIAMOND	000000	123.20
							<hr/>
					VENDOR 01-033800 TOTALS		123.20
				DEPARTMENT 542	LAWSON PARK	TOTAL:	707.84
01-001070	AMERENCIPS	I-200909221208	110 5544-321	NATURAL GAS &:	1200 CHAMPAIGN	099886	40.53
							<hr/>
					VENDOR 01-001070 TOTALS		40.53
				DEPARTMENT 544	CUNNINGHAM PARK	TOTAL:	40.53
01-001070	AMERENCIPS	I-200909301310	110 5551-321	NATURAL GAS &:	312 N 10TH	099913	70.00
							<hr/>
					VENDOR 01-001070 TOTALS		70.00
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5551-321	NATURAL GAS &:	BOYS COMPLEX	099922	98.68
							<hr/>
					VENDOR 01-002194 TOTALS		98.68
01-033800	MATTOON WATER DEPT	I-200909091043	110 5551-410	UTILITY SERVI:	801 SHELBY	000000	1,532.82
							<hr/>
					VENDOR 01-033800 TOTALS		1,532.82
				DEPARTMENT 551	BOYS COMPLEX	TOTAL:	1,701.50
01-001070	AMERENCIPS	I-200909221206	110 5552-321	NATURAL GAS &:	311 N 6TH	099886	109.81
01-001070	AMERENCIPS	I-200909221207	110 5552-321	NATURAL GAS &:	311 N 6TH	099886	20.27
							<hr/>
					VENDOR 01-001070 TOTALS		130.08
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5552-321	NATURAL GAS &:	GIRLS COMPLEX	099922	175.44
							<hr/>
					VENDOR 01-002194 TOTALS		175.44

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 552 GIRLS COMPLEX

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-033800	MATTOON WATER DEPT	I-200909091042	110 5552-410	UTILITY SERVI:	713 SHELBY	000000	463.52
						VENDOR 01-033800 TOTALS	463.52
						DEPARTMENT 552 GIRLS COMPLEX TOTAL:	769.04
01-001070	AMERENCIPS	I-200909301291	110 5553-321	NATURAL GAS &:	421 SHELBY	099913	197.52
						VENDOR 01-001070 TOTALS	197.52
01-001739	HESSE LANDSCAPING	I-618	110 5553-319	MISCELLANEOUS:	LANDSCAPE JFL SIGN	099979	1,164.25
						VENDOR 01-001739 TOTALS	1,164.25
01-001995	WILMER J HERSCHBERGER	I-007970	110 5553-319	MISCELLANEOUS:	EXTEND FENCE FOR PAR	099978	280.72
						VENDOR 01-001995 TOTALS	280.72
01-020803	HARRELSON PLUMBING & H	I-12396	110 5553-440	RENTALS	: POTTY RENTAL	099974	140.00
01-020803	HARRELSON PLUMBING & H	I-12397	110 5553-440	RENTALS	: POTTY RENTAL	099974	280.00
						VENDOR 01-020803 TOTALS	420.00
01-033800	MATTOON WATER DEPT	I-200909091044	110 5553-410	UTILITY SERVI:	421 SHELBY	000000	841.41
						VENDOR 01-033800 TOTALS	841.41
01-038300	PERRY'S LOCKSMITH	I-52590	110 5553-319	MISCELLANEOUS:	KEYS	100013	35.00
						VENDOR 01-038300 TOTALS	35.00
01-041800	SHERWIN WILLIAMS CO	I-7279-1	110 5553-319	MISCELLANEOUS:	FIELD MARKING PAINT	100021	52.50
						VENDOR 01-041800 TOTALS	52.50
						DEPARTMENT 553 JR FOOTBALL COMPLEX TOTAL:	2,991.40

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 555 KINZEL FIELD

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5555-321	NATURAL GAS &:	KINZEL FIELD	099922	43.11
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5555-321	NATURAL GAS &:	JFL	099922	348.81
						VENDOR 01-002194 TOTALS	391.92
01-020803	HARRELSON PLUMBING & H	I-12388	110 5555-440	RENTALS	: POTTY RENTAL	099974	122.50
						VENDOR 01-020803 TOTALS	122.50
						DEPARTMENT 555 KINZEL FIELD TOTAL:	514.42
01-001070	AMERENCIPS	I-200909221209	110 5556-321	NATURAL GAS &:	221 SHELBY	099886	27.91
						VENDOR 01-001070 TOTALS	27.91
01-001744	HELENA CHEMICAL COMPAN	I-87879055	110 5556-319	MISCELLANEOUS:	HELENA CHEMICAL COMP	099977	225.00
						VENDOR 01-001744 TOTALS	225.00
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	110 5556-321	NATURAL GAS &:	T-BALL COMPLEX	099922	19.40
						VENDOR 01-002194 TOTALS	19.40
						DEPARTMENT 556 T-BALL COMPLEX TOTAL:	272.31
01-038300	PERRY'S LOCKSMITH	I-52625	110 5561-319	MISCELLANEOUS:	DEAD BOLT	100013	12.50
						VENDOR 01-038300 TOTALS	12.50
						DEPARTMENT 561 EAST CAMPGROUND TOTAL:	12.50
01-000762	MOWERS AND MORE	I-2018	110 5562-316	TOOLS & EQUIP:	PUSH MOWER	100005	110.84
						VENDOR 01-000762 TOTALS	110.84
01-020803	HARRELSON PLUMBING & H	I-12380	110 5562-440	RENTALS	: POTTY RENTAL	099974	192.50
						VENDOR 01-020803 TOTALS	192.50
						DEPARTMENT 562 WEST CAMPGROUND TOTAL:	303.34

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 563 MARINA AREA

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000481	PANA BAIT CO	I-2557934	110 5563-317	CONCESSION &	CONCESSIONS	100010	256.15
01-000481	PANA BAIT CO	I-2558170	110 5563-317	CONCESSION &	CONCESSIONS	100010	304.50
						VENDOR 01-000481 TOTALS	560.65
01-002170	BUSINESS CARD	I-200909301277	110 5563-317	CONCESSION &	WILLIAM D HUGG ENTER 099942		495.12
						VENDOR 01-002170 TOTALS	495.12
01-002970	BEACHY'S ICE COMPANY	I-39610	110 5563-317	CONCESSION &	ICE	099934	68.50
01-002970	BEACHY'S ICE COMPANY	I-39611	110 5563-317	CONCESSION &	ICE	099934	106.00
01-002970	BEACHY'S ICE COMPANY	I-39612	110 5563-317	CONCESSION &	ICE	099934	61.00
						VENDOR 01-002970 TOTALS	235.50
01-006256	COCA-COLA ENTERPRISES	I-6198028806	110 5563-317	CONCESSION &	CONCESSIONS	099949	215.55
						VENDOR 01-006256 TOTALS	215.55
01-020534	VERIZON NORTH	I-200909231232	110 5563-532	TELEPHONE	: 895-2922	099903	81.24
						VENDOR 01-020534 TOTALS	81.24
01-020803	HARRELSON PLUMBING & H	I-12393	110 5563-440	RENTALS	: POTTY RENTAL	099974	192.50
						VENDOR 01-020803 TOTALS	192.50
						DEPARTMENT 563 MARINA AREA TOTAL:	1,780.56
01-020534	VERIZON NORTH	I-200909231231	110 5564-532	TELEPHONE	: 895-2014	099903	28.02
						VENDOR 01-020534 TOTALS	28.02
01-020803	HARRELSON PLUMBING & H	I-12376	110 5564-440	RENTALS	: POTTY RENTAL	099974	192.50
						VENDOR 01-020803 TOTALS	192.50
						DEPARTMENT 564 BEACH AREA TOTAL:	220.52

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 912 INTRFND TRNSFRS - LIBRARY

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-030100	MATTOON PUBLIC LIBRARY	I-200909221203	110 5912-822		TRANSFER TO L: PROPERTY TAX DISTRIB	099891	92,548.26
						VENDOR 01-030100 TOTALS	92,548.26

DEPARTMENT 912 INTRFND TRNSFRS - LIBRARY TOTAL: 92,548.26

VENDOR SET 110 GENERAL FUND TOTAL: 596,771.11

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001070	AMERENCIPS	I-200909291260	122 5653-321	NATURAL GAS &:	DEWITT WELCOME SIGN	099909	20.38
01-001070	AMERENCIPS	I-200909291261	122 5653-321	NATURAL GAS &:	MARSHALL WELCOME SIG	099909	17.61
						VENDOR 01-001070 TOTALS	37.99
01-001235	ANGELIA D BURGETT	I-200909221205	122 5653-562	TRAVEL & TRAI:	MILEAGE 9/16/09	099887	99.00
						VENDOR 01-001235 TOTALS	99.00
01-001274	AMERICAN LEGION POST #	I-200909301287	122 5653-825	TOURISM GRANT:	GRANT	099926	6,250.00
						VENDOR 01-001274 TOTALS	6,250.00
01-001735	ICCVB	I-200909221219	122 5653-571	DUES & MEMBER:	ANNUAL DUES	099984	1,500.00
						VENDOR 01-001735 TOTALS	1,500.00
01-002170	BUSINESS CARD	I-200909301277	122 5653-540	ADVERTISING :	DEANS SUPERIOR BLUEP	099942	400.00
01-002170	BUSINESS CARD	I-200909301277	122 5653-572	COMMUNITY PRO:	STAPLES	099942	15.64
01-002170	BUSINESS CARD	I-200909301277	122 5653-540	ADVERTISING :	RADIO SHACK	099942	11.84
01-002170	BUSINESS CARD	I-200909301277	122 5653-561	BUSINESS MEET:	PANERA BREAD	099942	7.86
01-002170	BUSINESS CARD	I-200909301277	122 5653-561	BUSINESS MEET:	MARRIOTT	099942	4.49
01-002170	BUSINESS CARD	I-200909301277	122 5653-561	BUSINESS MEET:	MARRIOTT	099942	4.49
01-002170	BUSINESS CARD	I-200909301277	122 5653-561	BUSINESS MEET:	STARBUCKS	099942	4.01
01-002170	BUSINESS CARD	I-200909301277	122 5653-561	BUSINESS MEET:	TACO BELL	099942	5.52
01-002170	BUSINESS CARD	I-200909301277	122 5653-561	BUSINESS MEET:	TARGET	099942	6.99
01-002170	BUSINESS CARD	I-200909301277	122 5653-572	COMMUNITY PRO:	COMMON GROUNDS	099942	6.68
01-002170	BUSINESS CARD	I-200909301277	122 5653-540	ADVERTISING :	SOUND SOURCE	099942	199.99
01-002170	BUSINESS CARD	I-200909301277	122 5653-572	COMMUNITY PRO:	COMMON GROUNDS	099942	3.15
01-002170	BUSINESS CARD	I-200909301277	122 5653-561	BUSINESS MEET:	JIMMY JOHNS	099942	51.00
01-002170	BUSINESS CARD	I-200909301277	122 5653-562	TRAVEL & TRAI:	MARRIOTT	099942	375.32
01-002170	BUSINESS CARD	I-200909301277	122 5653-562	TRAVEL & TRAI:	LUMPKIN FAMILY FOUND	099942	125.00
01-002170	BUSINESS CARD	I-200909301277	122 5653-540	ADVERTISING :	BEFORE & AFTER MAGAZ	099942	24.00
						VENDOR 01-002170 TOTALS	1,245.98
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	122 5653-321	NATURAL GAS &:	DEWITT WELCOME SIGN	099922	5.96
						VENDOR 01-002194 TOTALS	5.96

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002321	ARCHITECTURAL BRONZE &	I-14408	122 5653-572	COMMUNITY PRO: BRONZE PLAQUE		099927	1,200.00
					VENDOR 01-002321 TOTALS		1,200.00
01-002323	LAKE LAND COLLEGE	I-200909301289	122 5653-825	TOURISM GRANT: GRANT		099997	3,200.00
					VENDOR 01-002323 TOTALS		3,200.00
01-006720	CITDO	I-200909181180	122 5653-562	TRAVEL & TRAI: 9/16 MTG BURGETT		099829	20.00
					VENDOR 01-006720 TOTALS		20.00
01-009040	COMMON GROUNDS	I-200909221218	122 5653-572	COMMUNITY PRO: DRINKS		099952	75.90
					VENDOR 01-009040 TOTALS		75.90
01-018035	GAINES SPORTS & EVENT	I-10133	122 5653-562	TRAVEL & TRAI: SPORTS BANNERS		099971	200.00
					VENDOR 01-018035 TOTALS		200.00
01-023800	CONSOLIDATED COMMUNICA	I-200909181181	122 5653-532	TELEPHONE : 258-6286		099831	246.28
01-023800	CONSOLIDATED COMMUNICA	I-200909291272	122 5653-532	TELEPHONE : 800-500-6286		099953	4.62
					VENDOR 01-023800 TOTALS		250.90
01-031952	MATTOON BABE RUTH	I-200909301288	122 5653-825	TOURISM GRANT: GRANT		100000	6,250.00
					VENDOR 01-031952 TOTALS		6,250.00
01-046000	NIEMANN FOODS INC	I-1132455	122 5653-561	BUSINESS MEET: COFFEE,NAPKINS,PLATE	100008		28.73
					VENDOR 01-046000 TOTALS		28.73

DEPARTMENT 653 HOTEL TAX ADMINISTRATION TOTAL: 20,364.46

VENDOR SET 122 HOTEL TAX FUND TOTAL: 20,364.46

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002170	BUSINESS CARD	I-200909301277	123 5586-531	POSTAGE	: POST OFFICE	099942	44.00
						VENDOR 01-002170 TOTALS	44.00
01-043522	STAPLES CREDIT PLAN	I-43199	123 5586-319	MISCELLANEOUS:	OFFICE SUPPLIES	100024	75.33
						VENDOR 01-043522 TOTALS	75.33
						DEPARTMENT 586 LIGHTWORKS TOTAL:	119.33
						VENDOR SET 123 FESTIVAL MGMT FUND TOTAL:	119.33

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 125 INSURANCE &amp; TORT JDMNT

DEPARTMENT: 150 FINANCIAL ADMINISTRATION

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-012500	IL DIR OF EMPLOYMENT S	I-200909241235	125 5150-240	UNEMPLOYMENT	: UNEMPLOY TAX 3RD QTR	099987	406.43
							406.43
						VENDOR 01-012500 TOTALS	406.43
01-040463	SARAH BUSH LINCOLN HEA	I-200909221220	125 5150-519	OTHER PROFESS:	DRUG SCREENS	100020	345.00
							345.00
						VENDOR 01-040463 TOTALS	345.00
						DEPARTMENT 150 FINANCIAL ADMINISTRATION TOTAL:	751.43
						VENDOR SET 125 INSURANCE & TORT JDMNT TOTAL:	751.43

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 130 CAPITAL PROJECT FUND

DEPARTMENT: 321 STREETS

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000742	BARTELS CONSTRUCTION,	I-200909301314	130 5321-730	IMPROVEMENTS : 10TH & 14TH SW PE #1	099931		16,629.53
				VENDOR 01-000742	TOTALS		16,629.53
01-002316	C & S MASONRY RESTORAT	I-200909301315	130 5321-730	IMPROVEMENTS : BLDG #2 TUCKPOINTING	099943		7,837.00
				VENDOR 01-002316	TOTALS		7,837.00
DEPARTMENT 321 STREETS						TOTAL:	24,466.53
01-002319	UNIVERSITY OF IL	I-200909221214	130 5328-730	IMPROVEMENTS : SS DRAIN-ARCH SURVEY	100030		1,124.00
				VENDOR 01-002319	TOTALS		1,124.00
DEPARTMENT 328 STORM DRAINAGE						TOTAL:	1,124.00
01-020250	GRUNLOH CONSTRUCTION I	I-200909241250	130 5384-720	IC DEPOT REST: DEPOT RESTORATION	099904		253,827.00
				VENDOR 01-020250	TOTALS		253,827.00
01-020663	HANCE UTZ & ASSOC	I-3300	130 5384-720	IC DEPOT REST: DEPOT RESTORATION	099973		15,563.87
				VENDOR 01-020663	TOTALS		15,563.87
DEPARTMENT 384 RAILROAD DEPOT						TOTAL:	269,390.87
01-000418	ADAMS MEMORIALS	I-200909301316	130 5385-720	CULTURE AND R: BENCH SIGN	099920		700.00
				VENDOR 01-000418	TOTALS		700.00
01-001995	WILMER J HERSCHBERGER	I-007969	130 5385-720	CULTURE AND R: FENCE	099978		6,704.54
				VENDOR 01-001995	TOTALS		6,704.54
01-002314	SPC CONSTRUCTION	I-200909181189	130 5385-720	CULTURE AND R: SKATE PARK EQUIPMENT	099837		40,000.00
01-002314	SPC CONSTRUCTION	I-200909301293	130 5385-720	CULTURE AND R: SKATE PARK EQUIPMENT	099916		40,000.00
				VENDOR 01-002314	TOTALS		80,000.00

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 130 CAPITAL PROJECT FUND

DEPARTMENT: 385 CULTURE & RECREATION

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-045400	UPCHURCH GROUP INC	I-10609	130 5385-720	CULTURE AND R:	BIKE TRAIL TESTING	100031	1,157.40
						VENDOR 01-045400 TOTALS	1,157.40

DEPARTMENT 385 CULTURE & RECREATION TOTAL: 88,561.94

VENDOR SET 130 CAPITAL PROJECT FUND TOTAL: 383,543.34

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 211 WATER FUND

DEPARTMENT: 351 RESERVOIRS &amp; WTR SOURCES

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000387	SIM'S DRILLING COMPANY	I-200909301313	211 5351-460	OTHER PROPRT:	LM WELL SEALING	100022	225.00
						VENDOR 01-000387 TOTALS	225.00
01-001070	AMERENCIPS	I-200909301311	211 5351-321	NATURAL GAS &:	RR2 WATER DEPT	099923	59.75
01-001070	AMERENCIPS	I-200909301312	211 5351-321	NATURAL GAS &:	RR2 SHED	099923	25.95
						VENDOR 01-001070 TOTALS	85.70
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	211 5351-321	NATURAL GAS &:	LAKE PARADISE SHED	099922	15.69
						VENDOR 01-002194 TOTALS	15.69
01-008600	COLES MOULTRIE ELECTRI	I-200909181194	211 5351-322	ELECTRICITY :	RESERVOIR CONTROL	099830	7.20
						VENDOR 01-008600 TOTALS	7.20
01-021402	CHARLES HEUERMAN TRUCK	I-13899	211 5351-460	OTHER PROPRT:	GRAVEL	099946	2,348.25
						VENDOR 01-021402 TOTALS	2,348.25
01-039275	PRO-DIVE INC	I-4731	211 5351-433	REPAIR OF MAC:	LM PS SUCTION	100016	3,043.40
						VENDOR 01-039275 TOTALS	3,043.40
						DEPARTMENT 351 RESERVOIRS & WTR SOURCES TOTAL:	5,725.24
01-000061	HOME DEPOT	I-4031864	211 5353-377	PLANT EQUIPME:	STRAPS,COVER,S TRAP	099981	8.67
						VENDOR 01-000061 TOTALS	8.67
01-000189	BALLINGER AUTO COMPANY	I-200909221225	211 5353-432	REPAIR OF STR:	CLEAN LAGOON	099929	5,500.00
						VENDOR 01-000189 TOTALS	5,500.00
01-000839	BRENNTAG MID-SOUTH INC	C-BMS777725	211 5353-314	CHEMICALS :	RETURNS	099941	1,050.00-
01-000839	BRENNTAG MID-SOUTH INC	I-BMS714725	211 5353-314	CHEMICALS :	CHEMICALS	099941	3,738.00
						VENDOR 01-000839 TOTALS	2,688.00

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001461	CARUS CORPORATION	I-10016745	211 5353-314	CHEMICALS	: CHEMICALS	099945	4,556.72
01-001461	CARUS CORPORATION	I-10067458	211 5353-314	CHEMICALS	: CHEMICALS	099945	2,524.50
					VENDOR 01-001461 TOTALS		7,081.22
01-001824	BEELMAN LOGISTICS LLC	I-138306	211 5353-314	CHEMICALS	: LIME	099935	817.21
					VENDOR 01-001824 TOTALS		817.21
01-002170	BUSINESS CARD	I-200909301277	211 5353-379	OTHER WATER M:	IL SECTION AWWA	099942	10.00
					VENDOR 01-002170 TOTALS		10.00
01-002318	PIPELINE PIGGING PRODU	I-67120	211 5353-730	IMPROVEMENTS :	PIPELINE PIGGING PRO 100015		409.80
					VENDOR 01-002318 TOTALS		409.80
01-008600	COLES MOULTRIE ELECTRI	I-200909181190	211 5353-322	ELECTRICITY :	WATER PUFICATION PLA	099830	5,268.02
					VENDOR 01-008600 TOTALS		5,268.02
01-011002	DAILY LABORATORIES	I-3523	211 5353-519	OTHER PROFESS:	SUITABILITY TEST	099955	120.00
					VENDOR 01-011002 TOTALS		120.00
01-016000	FARM PLAN	I-3528430	211 5353-377	PLANT EQUIPME:	COUPLER, TRIMMER LINE	099840	22.98
01-016000	FARM PLAN	I-3533181	211 5353-378	PLANT MTCE & :	FILTER, SHOP VAC, TABL	099840	267.95
					VENDOR 01-016000 TOTALS		290.93
01-020540	HACH COMPANY	I-6410071	211 5353-319	MISCELLANEOUS:	HACH COMPANY	099972	210.32
					VENDOR 01-020540 TOTALS		210.32
01-023500	MOTION INDUSTRIES	I-IL64-833393	211 5353-378	PLANT MTCE & :	V BELT	099834	9.40
					VENDOR 01-023500 TOTALS		9.40

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-031402	M & M PUMP SUPPLY INC	I-558058	211 5353-377	PLANT EQUIPME:	PVC GLUE,ELBOW,COUPL	099999	16.70
01-031402	M & M PUMP SUPPLY INC	I-558410	211 5353-377	PLANT EQUIPME:	CLEAR VINYL,BUSHING	099999	4.84
						VENDOR 01-031402 TOTALS	21.54
01-035365	MISSISSIPPI LIME COMPA	I-869575	211 5353-314	CHEMICALS	: LIME	100004	3,326.25
						VENDOR 01-035365 TOTALS	3,326.25
01-037976	PDC LABORATORIES	I-648976S	211 5353-519	OTHER PROFESS:	PDC LABORATORIES	100011	84.00
						VENDOR 01-037976 TOTALS	84.00
01-045155	UNITED PARCEL SERVICE	I-8Y610389	211 5353-531	POSTAGE	: SHIPPING	100029	18.11
01-045155	UNITED PARCEL SERVICE	I-8Y610399	211 5353-531	POSTAGE	: SHIPPING	100029	22.53
						VENDOR 01-045155 TOTALS	40.64
01-045820	WALMART COMMUNITY BRC	I-00506	211 5353-378	PLANT MTCE &	: CHAIRS,COOKIES,POP,P	100034	129.59
01-045820	WALMART COMMUNITY BRC	I-06107	211 5353-312	CLEANING SUPP:	COFFEE,PENCILS,TISSU	100034	36.29
						VENDOR 01-045820 TOTALS	165.88
DEPARTMENT 353 WATER TREATMENT PLANT TOTAL:							26,051.88
01-000102	WALLACE EXCAVATING CO	I-6002	211 5354-439	OTHER REPAIR	: CHLORINATE WATER LIN	100033	900.00
						VENDOR 01-000102 TOTALS	900.00
01-001070	AMERENCIPS	I-200910011317	211 5354-321	NATURAL GAS &:	ADDITIONAL CURRENT	099924	42.06
						VENDOR 01-001070 TOTALS	42.06
01-001537	HD SUPPLY WATERWORKS,	I-9483360	211 5354-374	SERVICE LINE	: HD SUPPLY WATERWORKS	099975	2,171.75
01-001537	HD SUPPLY WATERWORKS,	I-9562905	211 5354-375	LEAK REPAIR M:	CLAMP,COUPLING,SEWER	099975	274.75
01-001537	HD SUPPLY WATERWORKS,	I-9562905	211 5354-379	OTHER WATER M:	CLAMP,COUPLING,SEWER	099975	322.05
01-001537	HD SUPPLY WATERWORKS,	I-9563147	211 5354-379	OTHER WATER M:	HD SUPPLY WATERWORKS	099975	1,331.00
						VENDOR 01-001537 TOTALS	4,099.55

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001668	CALIFORNIA CONTRACTORS	I-20450	211 5354-316	TOOLS & EQUIP:	SAW BLADES	099944	175.00
					VENDOR 01-001668 TOTALS		175.00
01-001686	ALLIED MUNICIPAL SUPPL	I-9722	211 5354-319	MISCELLANEOUS:	DRIVE RIVET	099921	51.37
					VENDOR 01-001686 TOTALS		51.37
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	211 5354-321	NATURAL GAS &:	12TH ST PUMP	099922	58.25
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	211 5354-321	NATURAL GAS &:	LAKE MATTOON PUMP	099922	3,059.73
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	211 5354-321	NATURAL GAS &:	WEST WATER TOWER	099922	4.12
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	211 5354-321	NATURAL GAS &:	SWORDS STANDPIPE	099922	46.05
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	211 5354-321	NATURAL GAS &:	EAST TOWER	099922	3.77
					VENDOR 01-002194 TOTALS		3,171.92
01-002970	BEACHY'S ICE COMPANY	I-39681	211 5354-319	MISCELLANEOUS:	ICE	099934	23.50
					VENDOR 01-002970 TOTALS		23.50
01-008600	COLES MOULTRIE ELECTRI	I-200909181191	211 5354-322	ELECTRICITY :	SBLHC PUMP STA	099830	211.24
					VENDOR 01-008600 TOTALS		211.24
01-022400	HOWELL ASPHALT CO	I-6168MB	211 5354-363	BACKFILL & SU:	HOWELL ASPHALT CO	099982	1,257.90
					VENDOR 01-022400 TOTALS		1,257.90
01-025682	IMCO UTILITY SUPPLY	I-1022689-00	211 5354-379	OTHER WATER M:	VALVE GASKET, WASHERS	099990	53.63
01-025682	IMCO UTILITY SUPPLY	I-1022689-01	211 5354-379	OTHER WATER M:	VALVE GATE	099990	29.24
					VENDOR 01-025682 TOTALS		82.87
01-036010	MIKE MORRIS TOOL SALES	I-116361	211 5354-316	TOOLS & EQUIP:	MIKE MORRIS TOOL SAL	100003	75.50
					VENDOR 01-036010 TOTALS		75.50
01-045400	UPCHURCH GROUP INC	I-10582	211 5354-730	IMPROVEMENTS :	RT 45 WATERMAIN RELO	100031	12,315.15
					VENDOR 01-045400 TOTALS		12,315.15
DEPARTMENT 354 WATER DISTRIBUTION						TOTAL:	22,406.06

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 211 WATER FUND

DEPARTMENT: 355 ACCOUNTING &amp; COLLECTION

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002170	BUSINESS CARD	I-200909301277	211 5355-311	OFFICE SUPPLI:	TROY GROUP	099942	108.33
VENDOR 01-002170 TOTALS							108.33
01-033200	MATTOON PRINTING CENTE	I-200909291274	211 5355-311	OFFICE SUPPLI:	WATER SERVICE AGREEM	100001	141.68
01-033200	MATTOON PRINTING CENTE	I-200909291275	211 5355-311	OFFICE SUPPLI:	ENVELOPES	100001	165.45
VENDOR 01-033200 TOTALS							307.13
DEPARTMENT 355 ACCOUNTING & COLLECTION TOTAL:							415.46
01-001070	AMERENCIPS	I-200909301292	211 5356-321	NATURAL GAS &:	S 12TH ST	099913	30.21
VENDOR 01-001070 TOTALS							30.21
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	211 5356-321	NATURAL GAS &:	1201 MARSHALL	099922	98.68
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	211 5356-321	NATURAL GAS &:	620 S 12TH	099922	12.41
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	211 5356-321	NATURAL GAS &:	621 S 12TH	099922	0.21
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	211 5356-321	NATURAL GAS &:	12TH ST LIGHTING	099922	30.28
VENDOR 01-002194 TOTALS							141.58
01-008200	COLES CO REGIONAL PLAN	I-4292	211 5356-511	PLANNING & DE:	AUGUST 09 GIS BILLIN	099950	630.00
VENDOR 01-008200 TOTALS							630.00
01-037936	ONE STOP COPY SHOP	I-15309	211 5356-511	PLANNING & DE:	COLOR COPIES	100009	18.90
VENDOR 01-037936 TOTALS							18.90
DEPARTMENT 356 ADMINISTRATIVE & GENERAL TOTAL:							820.69
VENDOR SET 211 WATER FUND TOTAL:							55,419.33

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001537	HD SUPPLY WATERWORKS,	I-9562905	212 5342-361	SEWER PIPE	: CLAMP, COUPLING, SEWER	099975	561.40
01-001537	HD SUPPLY WATERWORKS,	I-9562905	212 5342-364	SEWER LINE RE:	CLAMP, COUPLING, SEWER	099975	15.00
				VENDOR 01-001537	TOTALS		576.40
01-001686	ALLIED MUNICIPAL SUPPL	I-9722	212 5342-319	MISCELLANEOUS:	DRIVE RIVET	099921	51.38
				VENDOR 01-001686	TOTALS		51.38
01-002970	BEACHY'S ICE COMPANY	I-39559	212 5342-319	MISCELLANEOUS:	ICE	099934	31.00
				VENDOR 01-002970	TOTALS		31.00
01-003206	BIRKEYS	I-P05937	212 5342-318	VEHICLE PARTS:	HOOR METER ASSEMBLY	099939	33.98
01-003206	BIRKEYS	I-P06356	212 5342-318	VEHICLE PARTS:	GLASS, URETHANE	099939	88.16
				VENDOR 01-003206	TOTALS		122.14
01-036010	MIKE MORRIS TOOL SALES	I-116361	212 5342-316	TOOLS & EQUIP:	MIKE MORRIS TOOL SAL	100003	75.50
				VENDOR 01-036010	TOTALS		75.50
01-036600	NEAL TIRE SERVICE	I-200910011324	212 5342-318	VEHICLE PARTS:	TIRES	100007	1,515.00
				VENDOR 01-036600	TOTALS		1,515.00
01-037936	ONE STOP COPY SHOP	I-15323	212 5342-439	OTHER REPAIR :	LAMINATION	100009	8.00
				VENDOR 01-037936	TOTALS		8.00
01-038300	PERRY'S LOCKSMITH	I-52601	212 5342-319	MISCELLANEOUS:	KEYS	100013	7.50
				VENDOR 01-038300	TOTALS		7.50
				DEPARTMENT 342	SEWER COLLECTION SYSTEM	TOTAL:	2,386.92
01-001070	AMERENCIPS	I-200909291258	212 5343-321	NATURAL GAS &:	DEWITT LIFT STA	099909	22.55
				VENDOR 01-001070	TOTALS		22.55

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	212 5343-321	NATURAL GAS &: N 45 LIFT STA		099922	62.09
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	212 5343-321	NATURAL GAS &: DEWITT LIFT STA		099922	9.32
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	212 5343-321	NATURAL GAS &: RILEY CREEK SEWAGE		099922	513.16
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	212 5343-321	NATURAL GAS &: WILLOWSHIRE SEWAGE		099922	19.12
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	212 5343-321	NATURAL GAS &: 28TH LIFT STA		099922	64.49
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	212 5343-321	NATURAL GAS &: MCFALL LIFT STA		099922	12.96
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	212 5343-321	NATURAL GAS &: N 19TH LIFT STA		099922	11.30
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	212 5343-321	NATURAL GAS &: E LAKE PUMP HOUSE		099922	2,456.11
						VENDOR 01-002194 TOTALS	3,148.55
01-008600	COLES MOULTRIE ELECTRI	I-200909181171	212 5343-322	ELECTRICITY (: LLC LIFT STA		099830	98.19
01-008600	COLES MOULTRIE ELECTRI	I-200909181172	212 5343-322	ELECTRICITY (: SBLHC LIFT STA		099830	315.25
01-008600	COLES MOULTRIE ELECTRI	I-200909181173	212 5343-322	ELECTRICITY (: GOLDEN VALLEY SEWER		099830	139.74
01-008600	COLES MOULTRIE ELECTRI	I-200909181174	212 5343-322	ELECTRICITY (: BUXTON CENTRE		099830	75.05
						VENDOR 01-008600 TOTALS	628.23
01-016000	FARM PLAN	I-3526861	212 5343-365	LIFT STATION : SUMP PUMP, COUPLING, A		099832	124.35
						VENDOR 01-016000 TOTALS	124.35
01-031402	M & M PUMP SUPPLY INC	I-558548	212 5343-365	LIFT STATION : CAM & GROOVE FITTING		099999	70.93
						VENDOR 01-031402 TOTALS	70.93
						DEPARTMENT 343 SEWER LIFT STATIONS TOTAL:	3,994.61
01-001043	MIDWEST GAS INSTRUMENT	I-19928	212 5344-439	OTHER REPAIR : SENSOR CARTRIDGE, BAT		100002	363.00
						VENDOR 01-001043 TOTALS	363.00
01-001070	AMERENCIPS	I-200909291255	212 5344-321	NATURAL GAS &: 820 S 5TH PLACE		099909	302.26
01-001070	AMERENCIPS	I-200909291256	212 5344-321	NATURAL GAS &: 820 S 5TH PLACE		099909	37.27
01-001070	AMERENCIPS	I-200909291257	212 5344-321	NATURAL GAS &: 820 S 5TH GRIT BLDG		099909	50.69
						VENDOR 01-001070 TOTALS	390.22
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	212 5344-321	NATURAL GAS &: 820 S 5TH		099922	16,195.25
						VENDOR 01-002194 TOTALS	16,195.25

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 212 SEWER FUND

DEPARTMENT: 344 WASTEWATER TREATMNT PLANT

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-003312	BODINE ELECTRIC	I-W46350	212 5344-366	PLANT MTCE &	: BODINE ELECTRIC	099940	5,995.58
						VENDOR 01-003312 TOTALS	5,995.58
01-006780	CLARK DIETZ INC	I-404931	212 5344-730	IMPROVEMENTS :	WWTP AUTOMATION 8/09	099947	281.79
01-006780	CLARK DIETZ INC	I-404932	212 5344-511	PLANNING & DE:	CSO LONG TERM CNTRL	099947	230.64
						VENDOR 01-006780 TOTALS	512.43
01-011700	DELL MARKETING LP	I-XDCRW2925	212 5344-311	OFFICE SUPPLI:	PINNELLR WARRANTY EX	099910	224.00
						VENDOR 01-011700 TOTALS	224.00
01-016000	FARM PLAN	C-3529940	212 5344-366	PLANT MTCE &	: RETURNS	000000	14.99-
01-016000	FARM PLAN	I-1	212 5344-366	PLANT MTCE &	: CORRECT INVOICE	000000	14.99
01-016000	FARM PLAN	I-3527590	212 5344-366	PLANT MTCE &	: ROUNDUP	099832	39.98
01-016000	FARM PLAN	I-3529941	212 5344-366	PLANT MTCE &	: COUPLER	099832	14.99
01-016000	FARM PLAN	I-3532410	212 5344-366	PLANT MTCE &	: COUPLING,ADAPTERS	099832	11.36
01-016000	FARM PLAN	I-3535367	212 5344-366	PLANT MTCE &	: FAUCET WASHER	099832	1.99
01-016000	FARM PLAN	I-3543508	212 5344-366	PLANT MTCE &	: TURN SIGNAL LIGHT	099832	6.99
						VENDOR 01-016000 TOTALS	75.31
01-017425	FISHER SCIENTIFIC	I-7743099	212 5344-319	MISCELLANEOUS:	FISHER SCIENTIFIC	099966	141.30
01-017425	FISHER SCIENTIFIC	I-8060170	212 5344-319	MISCELLANEOUS:	FISHER SCIENTIFIC	099966	138.55
						VENDOR 01-017425 TOTALS	279.85
01-023800	CONSOLIDATED COMMUNICA	I-200909181178	212 5344-532	TELEPHONE :	101-0939	099831	88.07
01-023800	CONSOLIDATED COMMUNICA	I-200909181182	212 5344-532	TELEPHONE :	234-6828	099831	67.37
01-023800	CONSOLIDATED COMMUNICA	I-200909181183	212 5344-532	TELEPHONE :	234-2737	099831	38.22
						VENDOR 01-023800 TOTALS	193.66
01-024960	IL PLUMBING & HEATING	I-0032416-IN	212 5344-366	PLANT MTCE &	: CIRCULATOR	099988	1,511.79
						VENDOR 01-024960 TOTALS	1,511.79
01-031402	M & M PUMP SUPPLY INC	I-558404	212 5344-366	PLANT MTCE &	: FLANGE GASKETS	099999	88.73
						VENDOR 01-031402 TOTALS	88.73

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 212 SEWER FUND

DEPARTMENT: 344 WASTEWATER TREATMNT PLANT

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-040448	S & K AIR POWER	I-1403134-01	212 5344-366	PLANT MTCE & : S & K AIR POWER		100017	29.20
VENDOR 01-040448 TOTALS							29.20
01-043522	STAPLES CREDIT PLAN	I-200909181176	212 5344-366	PLANT MTCE & : OFFICE SUPPLIES		099838	409.95
01-043522	STAPLES CREDIT PLAN	I-200909181176	212 5344-311	OFFICE SUPPLI: OFFICE SUPPLIES		099838	268.84
VENDOR 01-043522 TOTALS							678.79
01-045575	VWR INTERNATIONAL INC	I-39526929	212 5344-319	MISCELLANEOUS: VWR INTERNATIONAL IN	100032		136.98
VENDOR 01-045575 TOTALS							136.98
01-046615	WATTS COPY SYSTEMS	I-108806	212 5344-814	COPY MACHINE : COPIER 9/8/09-10/7/0	100035		77.03
VENDOR 01-046615 TOTALS							77.03

DEPARTMENT 344 WASTEWATER TREATMNT PLANTTOTAL: 26,751.82

01-000124	DATA FLOW	I-53150	212 5345-311	OFFICE SUPPLI: LATE NOTICES		099956	291.87
VENDOR 01-000124 TOTALS							291.87
01-002170	BUSINESS CARD	I-200909301277	212 5345-311	OFFICE SUPPLI: TROY GROUP		099942	108.34
VENDOR 01-002170 TOTALS							108.34
01-023800	CONSOLIDATED COMMUNICA	I-200909241247	212 5345-532	TELEPHONE : 235-5483		099953	239.43
VENDOR 01-023800 TOTALS							239.43
01-033000	UNITED STATES POSTAL S	I-200909181179	212 5345-531	POSTAGE : UTILITY POSTAGE		099839	2,584.00
VENDOR 01-033000 TOTALS							2,584.00
01-033200	MATTOON PRINTING CENTE	I-200909291274	212 5345-311	OFFICE SUPPLI: WATER SERVICE AGREEM	100001		141.68
01-033200	MATTOON PRINTING CENTE	I-200909291275	212 5345-311	OFFICE SUPPLI: ENVELOPES	100001		165.46
VENDOR 01-033200 TOTALS							307.14

DEPARTMENT 345 ACCOUNTING &amp; COLLECTION TOTAL: 3,530.78

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 212 SEWER FUND

DEPARTMENT: 346 ADMINISTRATIVE & GENERAL

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001002	MIKE ABBOTT	I-200909221200	212 5346-562	TRAVEL & TRAI:	REIMBURSE CDL	099885	50.00
						VENDOR 01-001002 TOTALS	50.00

DEPARTMENT 346 ADMINISTRATIVE & GENERAL TOTAL: 50.00

VENDOR SET 212 SEWER FUND TOTAL: 36,714.13

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 213 CEMETERY FUND

DEPARTMENT: 361 MAINTENANCE &amp; OPERATIONS

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001070	AMERENCIPS	I-200909181193	213 5361-321	NATURAL GAS &:	917 N 22ND	099828	28.20
01-001070	AMERENCIPS	I-200909181199	213 5361-321	NATURAL GAS &:	917 N 22ND	099828	81.09
						VENDOR 01-001070 TOTALS	109.29
01-002194	AMEREN ENERGY MARKETIN	I-1461309091	213 5361-321	NATURAL GAS &:	CEMETERY	099922	38.59
						VENDOR 01-002194 TOTALS	38.59
01-028005	JACKSON OIL COMPANY	I-34892	213 5361-326	FUEL	: DIESEL	099991	631.97
						VENDOR 01-028005 TOTALS	631.97
DEPARTMENT 361 MAINTENANCE & OPERATIONS TOTAL:							779.85
VENDOR SET 213 CEMETERY FUND TOTAL:							779.85
REPORT GRAND TOTAL:							1,094,462.98

## \*\* G/L ACCOUNT TOTALS \*\*

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET OVER	AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER	AVAILABLE BUDG
2009-2010	110-5110-532	TELEPHONE	43.95	600		380.53			
	110-5110-561	BUSINESS MEETING EXPENSE	414.49	1,000		585.51			
	110-5110-562	TRAVEL & TRAINING	1,053.08	5,000		3,125.37			
	110-5120-519	OTHER PROFESSIONAL SERVICE	262.50	8,000		5,511.50			
	110-5120-532	TELEPHONE	213.79	2,800		1,675.15			
	110-5120-801	VITAL RECORDS FEE REMITTAN	376.00	7,500		5,200.00			
	110-5120-802	HUNTING/FISHING LIC. FEE R	47.00	1,000		714.50			
	110-5130-562	TRAVEL & TRAINING	202.62	2,500		1,760.69			
	110-5130-579	MISC OTHER PURCHASED SERVI	3,500.00	0		23,565.00-	Y		
	110-5150-311	OFFICE SUPPLIES	1,030.65	2,000		187.84			
	110-5150-532	TELEPHONE	89.56	1,000		538.74			
	110-5160-319	MISC. SUPPLIES (NUISANCE E	24.85	0		24.85-	Y		
	110-5160-340	BOOKS & PERIODICALS	445.73	4,600		2,817.08			
	110-5160-519	OTHER PROFESSIONAL SERVICE	1.95	1,000		779.30			
	110-5160-562	TRAVEL & TRAINING	30.00	2,000		1,899.00			
	110-5160-579	OTHER PURCHASED SERVICES	194.00	11,000		8,774.12			
	110-5170-325	SOFTWARE	197.00	2,000		1,086.78			
	110-5170-851	WIDE AREA NETWORK SERVERS	1,842.00	5,000		325.93-	Y		
	110-5170-854	WIDE AREA NETWORK WIRING A	176.14	2,200		1,319.30			
	110-5180-511	PLANNING & DESIGN SERVICES	101.00	20,000		19,649.00			
	110-5211-232	POLICE PENSION CONTRIBUTIO	182,364.36	1,079,065		499,802.10			
	110-5211-311	OFFICE SUPPLIES	67.99	5,500		3,668.54			
	110-5211-319	MISCELLANEOUS SUPPLIES	20.24	2,000		984.70			
	110-5211-519	OTHER PROFESSIONAL SERVICE	600.00	7,000		6,281.00			
	110-5211-550	PRINTING & BINDING	608.45	1,800		574.87			
	110-5211-571	DUE & MEMBERSHIPS	85.00	1,200		765.00			
	110-5212-319	MISCELLANEOUS SUPPLIES	120.00	4,000		3,762.78			
	110-5212-863	COMPUTERS	1,610.38	1,500		196.77-	Y		
	110-5213-319	MISCELLANEOUS SUPPLIES	419.40	6,000		2,923.93-	Y		
	110-5213-863	DESKTOP COMPUTERS	1,950.00	5,000		669.60-	Y		
	110-5214-319	MISCELLANEOUS SUPPLIES	42.40	500		337.60			
	110-5221-316	TOOLS & EQUIPMENT	144.00	10,695		4,490.30			
	110-5221-562	TRAVEL & TRAINING	190.00	22,200		17,068.35			
	110-5222-532	TELEPHONE	42.39	26,000		15,805.81			
	110-5222-535	RADIOS	485.25	6,000		4,059.00			
	110-5222-537	I-WIN ACCESS CHARGE	780.24	10,000		7,659.28			
	110-5223-319	MISCELLANEOUS SUPPLIES	79.00	2,000		1,438.98			
	110-5223-326	FUEL	10,890.04	70,000		49,155.20			
	110-5224-321	NATURAL GAS & ELECTRIC (CI	4,320.13	65,000		29,999.32			
	110-5224-322	ELECTRICITY	60.97	1,500		1,274.72			
	110-5224-410	UTILITY SERVICES	159.60	2,300		1,800.23			
	110-5224-432	REPAIR OF BUILDINGS	251.14	15,000		3,824.01			
	110-5224-435	ELEVATOR SERVICE AGREEMEN	577.78	7,300		4,411.10			
	110-5229-821	INTERGOVERNMENTAL EXPENDIT	26,815.00	200,000		172,878.00			
	110-5241-233	FIREFIGHTERS PENSION CONTR	222,304.71	1,327,952		621,822.10			
	110-5241-311	OFFICE SUPPLIES	218.94	2,500		1,563.73			
	110-5241-312	CLEANING SUPPLIES	135.86	4,300		2,706.75			

## \*\* 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	OVER BUDG
	110-5241-313	MEDICAL & SAFETY SUPPLIES	32.06	6,000	2,475.13				
	110-5241-315	UNIFORMS & CLOTHING	359.95	15,000	12,046.62				
	110-5241-316	TOOLS & EQUIPMENT	31.98	7,000	4,537.54				
	110-5241-319	MISCELLANEOUS SUPPLIES	366.98	7,500	4,152.37				
	110-5241-321	NATURAL GAS & ELECTRIC	522.22	10,700	7,188.88				
	110-5241-326	FUEL	18.85	22,000	17,463.86				
	110-5241-340	BOOKS & PERIODICALS	229.15	2,000	1,150.65				
	110-5241-432	REPAIR OF BUILDINGS	8.04	10,000	7,209.45				
	110-5241-434	REPAIR OF VEHICLES	424.02	21,000	12,108.16				
	110-5241-460	OTHER PROP MAINT SERVICES	251.56	7,000	3,819.93				
	110-5241-532	TELEPHONE	259.41	5,950	3,602.44				
	110-5241-535	RADIOS	267.00	10,000	7,833.88				
	110-5241-562	TRAVEL & TRAINING	341.10	20,000	18,314.61				
	110-5243-319	MISCELLANEOUS SUPPLIES	210.28	2,000	1,732.46				
	110-5261-531	POSTAGE	19.99	400	322.57				
	110-5261-532	TELEPHONE	242.65	2,750	1,554.64				
	110-5261-564	PRIVATE VEHICLE EXP REIMB	110.00	2,000	1,346.60				
	110-5310-533	CELLULAR PHONE	831.44	1,100	743.99-	Y			
	110-5310-562	TRAVEL & TRAINING	125.00	1,000	601.62				
	110-5320-313	MEDICAL & SAFETY SUPPLIES	75.00	1,200	209.69				
	110-5320-316	TOOLS AND EQUIPMENT	75.50	3,000	1,503.70				
	110-5320-318	VEHICLE PARTS	483.93	15,000	8,833.10				
	110-5320-319	MISCELLANEOUS SUPPLIES	51.37	3,500	2,835.23-	Y			
	110-5320-321	NATURAL GAS & ELECTRIC	718.43	20,000	16,759.06				
	110-5320-359	OTHER STREET MAINT SUPPLIE	1,977.28	45,000	28,126.46				
	110-5320-410	UTILITY SERVICES	52.84	1,000	786.97				
	110-5320-433	REPAIR OF MACHINERY	144.27	20,000	17,071.72				
	110-5320-532	TELEPHONE	339.19	6,000	3,390.40				
	110-5320-562	TRAVEL & TRAINING	50.00	1,500	1,149.75				
	110-5323-351	CONCRETE	2,576.00	20,000	11,306.00				
	110-5326-321	NATURAL GAS & ELECTRIC (CI	1,004.46	165,000	112,918.90				
	110-5326-322	ELECTRIC	283.87	4,000	3,349.92				
	110-5326-432	REPAIR OF BUILDINGS	4,211.70	16,000	10,100.35				
	110-5331-318	VEHICLE PARTS	1,144.80	10,000	8,277.77				
	110-5335-410	UTILITY SERVICES	24.04	300	212.62				
	110-5370-319	MISCELLANEOUS SUPPLIES	80.99	2,000	1,492.32				
	110-5381-312	CLEANING SUPPLIES	456.39	2,700	1,873.49				
	110-5381-321	NATURAL GAS & ELECTRIC	3,327.19	32,000	18,067.45				
	110-5381-432	REPAIR OF BUILDINGS	234.00	2,000	5,473.76-	Y			
	110-5381-435	ELEVATOR SERVICE AGREEMEN	37.47	2,600	1,563.02				
	110-5381-460	OTHER PROP MAINT SERVICES	70.00	16,000	15,202.00				
	110-5381-534	PAGERS	12.80	150	86.00				
	110-5383-319	MISCELLANEOUS SUPPLIES	28.95	1,500	1,217.13				
	110-5383-321	NATURAL GAS & ELECTRIC	358.35	7,000	5,208.77				
	110-5383-410	UTILITY SERVICES	34.67	500	397.37				
	110-5383-460	OTHER PROP MAINT SERVICES	65.00	500	435.00				
	110-5384-321	NATURAL GAS & ELECTRIC	313.40	0	713.49-	Y			
	110-5384-432	REPAIR OF BUILDINGS	594.25	2,000	1,405.75				

## \*\* G/L ACCOUNT TOTALS \*\*

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	OVER	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	OVER
	110-5388-319	MISCELLANEOUS SUPPLIES	26.94	0	26.94-	Y			
	110-5388-321	NATURAL GAS & ELECTRIC	34.40	300	214.37				
	110-5512-319	MISCELLANEOUS SUPPLIES	29.50	500	135.53				
	110-5512-433	REPAIR OF MACHINERY	19.95	2,000	479.96				
	110-5512-802	HUNTING/FISHING REMITTANCE	93.75	8,000	1,624.25				
	110-5512-803	SALES TAX REMITTANCE	468.00	2,500	93.00				
	110-5521-410	UTILITY SERVICES	65.69	800	619.49				
	110-5541-319	MISCELLANEOUS SUPPLIES	147.75	8,000	779.62-	Y			
	110-5541-321	NATURAL GAS & ELECTRIC	1,394.55	16,000	10,968.43				
	110-5541-410	UTILITY SERVICES	1,122.46	8,000	5,402.36				
	110-5541-432	REPAIR OF BUILDINGS	2,246.00	7,500	3,704.13				
	110-5541-440	RENTALS	192.50	1,100	242.50				
	110-5542-321	NATURAL GAS & ELECTRIC (CI	392.14	4,000	1,557.94				
	110-5542-410	UTILITY SERVICES	123.20	3,000	2,590.49				
	110-5542-440	RENTALS	192.50	900	585.00				
	110-5544-321	NATURAL GAS & ELECTRIC (CI	40.53	500	342.22				
	110-5551-321	NATURAL GAS & ELECTRIC (CI	168.68	4,000	1,265.24				
	110-5551-410	UTILITY SERVICES	1,532.82	2,500	855.84-	Y			
	110-5552-321	NATURAL GAS & ELECTRIC (CI	305.52	4,000	1,213.03				
	110-5552-410	UTILITY SERVICES	463.52	5,000	3,721.42				
	110-5553-319	MISCELLANEOUS SUPPLIES	1,532.47	2,500	342.23				
	110-5553-321	NATURAL GAS & ELECTRIC (CI	197.52	2,500	1,904.10				
	110-5553-410	UTILITY SERVICES	841.41	5,000	3,891.02				
	110-5553-440	RENTALS	420.00	1,500	1,080.00				
	110-5555-321	NATURAL GAS & ELECTRIC (CI	391.92	750	783.83-	Y			
	110-5555-440	RENTALS	122.50	0	227.50-	Y			
	110-5556-319	MISCELLANEOUS SUPPLIES	225.00	1,000	20.28-	Y			
	110-5556-321	NATURAL GAS & ELECTRIC	47.31	1,500	711.22				
	110-5561-319	MISCELLANEOUS SUPPLIES	12.50	3,000	2,330.95				
	110-5562-316	TOOLS & EQUIPMENT	110.84	2,500	2,068.11				
	110-5562-440	RENTALS	192.50	1,500	1,097.50				
	110-5563-317	CONCESSION & SOUVENIR SUPP	1,506.82	25,000	4,689.81				
	110-5563-440	RENTALS	192.50	750	557.50				
	110-5563-532	TELEPHONE	81.24	800	405.93				
	110-5564-440	RENTALS	192.50	1,000	527.50				
	110-5564-532	TELEPHONE	28.02	500	335.19				
	110-5912-822	TRANSFER TO LIBRARY FUND	92,548.26	420,364	126,392.70				
	122-5653-321	NATURAL GAS & ELECTRIC (CI	43.95	850	645.90				
	122-5653-532	TELEPHONE	250.90	2,500	1,040.50				
	122-5653-540	ADVERTISING	635.83	15,000	9,126.35				
	122-5653-561	BUSINESS MEETING EXPENSE	113.09	3,000	2,787.80				
	122-5653-562	TRAVEL & TRAINING	819.32	5,000	1,857.38				
	122-5653-571	DUES & MEMBERSHIPS	1,500.00	1,750	250.00				
	122-5653-572	COMMUNITY PROMOTION & RELA	1,301.37	3,000	20,771.45-	Y			
	122-5653-825	TOURISM GRANTS	15,700.00	80,000	38,400.00				
	123-5586-319	MISCELLANEOUS SUPPLIES	75.33	3,400	3,324.67				
	123-5586-531	POSTAGE	44.00	0	88.00-	Y			
	125-5150-240	UNEMPLOYMENT COMP.	406.43	14,297	12,380.42				

## \*\* G/L ACCOUNT TOTALS \*\*

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	OVER	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	OVER
	125-5150-519	OTHER PROFESSIONAL SERVICE	345.00	5,000	6,244.69-	Y			
	130-5321-730	IMPROVEMENTS OTHER THAN BL	24,466.53	500,000	372,148.61				
	130-5328-730	IMPROVEMENTS OTHER THAN BL	1,124.00	2,250,000	2,200,823.68				
	130-5384-720	IC DEPOT RESTORATION	269,390.87	2,730,000	1,614,113.07				
	130-5385-720	CULTURE AND RECREATION	88,561.94	800,000	100,435.04				
	211-5351-321	NATURAL GAS & ELECTRIC	101.39	3,500	973.33				
	211-5351-322	ELECTRICITY	7.20	100	71.20				
	211-5351-433	REPAIR OF MACHINERY	3,043.40	500	2,543.40-	Y			
	211-5351-460	OTHER PROPERTY MAINT. SVCS	2,573.25	44,000	17,499.53				
	211-5353-312	CLEANING SUPPLIES	36.29	500	313.53				
	211-5353-314	CHEMICALS	13,912.68	300,000	199,518.34				
	211-5353-319	MISCELLANEOUS SUPPLIES	210.32	15,000	9,980.05				
	211-5353-322	ELECTRICITY	5,268.02	60,000	39,372.46				
	211-5353-377	PLANT EQUIPMENT	53.19	9,000	3,673.06				
	211-5353-378	PLANT MTCE & REPAIR	406.94	2,500	2,009.98				
	211-5353-379	OTHER WATER MNTCE MATERIAL	10.00	500	342.22				
	211-5353-432	REPAIR OF STRUCTURES	5,500.00	43,000	26,500.00				
	211-5353-519	OTHER PROFESSIONAL SERVICE	204.00	18,000	11,275.00				
	211-5353-531	POSTAGE	40.64	600	425.47				
	211-5353-730	IMPROVEMENTS OTHER THAN BL	409.80	400,000	388,201.44				
	211-5354-316	TOOLS & EQUIPMENT	250.50	2,000	1,260.79				
	211-5354-319	MISCELLANEOUS SUPPLIES	74.87	1,500	1,017.57				
	211-5354-321	NATURAL GAS & ELECTRIC	3,213.98	30,000	25,058.72				
	211-5354-322	ELECTRICITY	211.24	2,000	1,226.62				
	211-5354-363	BACKFILL & SURFACE MATERIA	1,257.90	10,000	2,537.66				
	211-5354-374	SERVICE LINE MATERIALS	2,171.75	12,000	6,754.11				
	211-5354-375	LEAK REPAIR MATERIALS	274.75	6,000	5,725.25				
	211-5354-379	OTHER WATER MAINT. MATERIA	1,735.92	15,000	5,209.02				
	211-5354-439	OTHER REPAIR & MAINT. SERV	900.00	6,000	9,667.75-	Y			
	211-5354-730	IMPROVEMENTS OTHER THAN BL	12,315.15	125,000	665.92-	Y			
	211-5355-311	OFFICE SUPPLIES	415.46	5,000	3,778.90				
	211-5356-321	NATURAL GAS & ELECTRIC	171.79	20,000	14,019.82				
	211-5356-511	PLANNING & DESIGN SERVICES	648.90	15,000	9,773.98				
	212-5342-316	TOOLS & EQUIPMENT	75.50	1,500	1,089.00				
	212-5342-318	VEHICLE PARTS	1,637.14	10,000	4,044.23				
	212-5342-319	MISCELLANEOUS SUPPLIES	89.88	0	3,488.57-	Y			
	212-5342-361	SEWER PIPE	561.40	3,000	2,438.60				
	212-5342-364	SEWER LINE REPAIR MATERIAL	15.00	2,000	1,985.00				
	212-5342-439	OTHER REPAIR & MTCE SERVIC	8.00	3,000	2,957.65				
	212-5343-321	NATURAL GAS & ELECTRIC (AM	3,171.10	23,000	2,190.67				
	212-5343-322	ELECTRICITY (COLES-MOULTRI	628.23	6,000	3,723.34				
	212-5343-365	LIFT STATION REPAIR MATERI	195.28	20,000	19,466.18				
	212-5344-311	OFFICE SUPPLIES	492.84	2,500	1,208.79				
	212-5344-319	MISCELLANEOUS SUPPLIES	416.83	19,500	16,700.30				
	212-5344-321	NATURAL GAS & ELECTRIC (AM	16,585.47	275,000	158,174.53				
	212-5344-366	PLANT MTCE & REPAIR MATERI	8,110.56	53,500	42,062.93				
	212-5344-439	OTHER REPAIR & MNTCE SERVI	363.00	12,500	6,241.61				
	212-5344-511	PLANNING & DESIGN SERVICES	230.64	2,000	4,335.57-	Y			

\*\* 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	OVER BUDG
	212-5344-532	TELEPHONE	193.66	6,000		3,712.04			
	212-5344-730	IMPROVEMENTS OTHER THAN BL	281.79	188,000		146,865.82			
	212-5344-814	COPY MACHINE	77.03	1,000		585.58			
	212-5345-311	OFFICE SUPPLIES	707.35	5,000		2,353.81			
	212-5345-531	POSTAGE	2,584.00	15,000		6,888.58			
	212-5345-532	TELEPHONE	239.43	1,500		788.76			
	212-5346-562	TRAVEL & TRAINING	50.00	2,000		1,606.00			
	213-5361-321	NATURAL GAS & ELECTRIC	147.88	2,750		2,092.80			
	213-5361-326	FUEL	631.97	4,500		2,639.86			
		TOTAL:	1,094,462.98						

\*\* DEPARTMENT TOTALS \*\*

ACCT	NAME	AMOUNT
110-110	CITY COUNCIL	1,511.52
110-120	CITY CLERK	899.29
110-130	CITY ADMINISTRATOR	3,702.62
110-150	FINANCIAL ADMINISTRATION	1,120.21
110-160	LEGAL SERVICES	696.53
110-170	COMPUTER INFO SYSTEMS	2,215.14
110-180	PLANNING & ZONING	101.00
110-211	POLICE ADMINISTRATION	183,746.04
110-212	CRIMINAL INVESTIGATION	1,730.38
110-213	PATROL	2,369.40
110-214	K-9 SERVICE	42.40
110-221	POLICE TRAINING	334.00
110-222	COMMUNICATION SERVICES	1,307.88
110-223	AUTOMOTIVE SERVICES	10,969.04
110-224	POLICE BUILDINGS	5,369.62
110-229	AREA CRIME TASK FORCE	26,815.00
110-241	FIRE PROTECTION ADMIN.	225,771.83
110-243	FIRE PREVENTION	210.28
110-261	CODE ENFORCEMENT ADMIN	372.64
110-310	PUBLIC WORKS ADMIN	956.44
110-320	STREETS	3,967.81
110-323	SIDEWALKS & CROSSWALKS	2,576.00
110-326	STREET LIGHTING	5,500.03
110-331	STREET CLEANING	1,144.80
110-335	YARD WASTE COLLECTION	24.04
110-370	CONSTRUCTION INSPECTION	80.99
110-381	CUSTODIAL SERVICES	4,137.85
110-383	BURGESS OSBORNE	486.97
110-384	RAILROAD DEPOT	907.65

## \*\* DEPARTMENT TOTALS \*\*

ACCT	NAME	AMOUNT
110-388	GARMENT FACTORY	61.34
110-512	LAKE ADMINISTRATION	611.20
110-521	DEMARS CENTER	65.69
110-541	PETERSON PARK	5,103.26
110-542	LAWSON PARK	707.84
110-544	CUNNINGHAM PARK	40.53
110-551	BOYS COMPLEX	1,701.50
110-552	GIRLS COMPLEX	769.04
110-553	JR FOOTBALL COMPLEX	2,991.40
110-555	KINZEL FIELD	514.42
110-556	T-BALL COMPLEX	272.31
110-561	EAST CAMPGROUND	12.50
110-562	WEST CAMPGROUND	303.34
110-563	MARINA AREA	1,780.56
110-564	BEACH AREA	220.52
110-912	INTRFND TRNSFRS - LIBRARY	92,548.26
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110 TOTAL	GENERAL FUND	596,771.11
122-653	HOTEL TAX ADMINISTRATION	20,364.46
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122 TOTAL	HOTEL TAX FUND	20,364.46
123-586	LIGHTWORKS	119.33
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123 TOTAL	FESTIVAL MGMT FUND	119.33
125-150	FINANCIAL ADMINISTRATION	751.43
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125 TOTAL	INSURANCE & TORT JDGMNT	751.43
130-321	STREETS	24,466.53
130-328	STORM DRAINAGE	1,124.00
130-384	RAILROAD DEPOT	269,390.87
130-385	CULTURE & RECREATION	88,561.94
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130 TOTAL	CAPITAL PROJECT FUND	383,543.34
211-351	RESERVOIRS & WTR SOURCES	5,725.24
211-353	WATER TREATMENT PLANT	26,051.88
211-354	WATER DISTRIBUTION	22,406.06
211-355	ACCOUNTING & COLLECTION	415.46
211-356	ADMINISTRATIVE & GENERAL	820.69
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211 TOTAL	WATER FUND	55,419.33
212-342	SEWER COLLECTION SYSTEM	2,386.92
212-343	SEWER LIFT STATIONS	3,994.61
212-344	WASTEWATER TREATMNT PLANT	26,751.82
212-345	ACCOUNTING & COLLECTION	3,530.78

## \*\* DEPARTMENT TOTALS \*\*

ACCT	NAME	AMOUNT
212-346	ADMINISTRATIVE & GENERAL	50.00
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212 TOTAL	SEWER FUND	36,714.13
213-361	MAINTENANCE & OPERATIONS	779.85
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213 TOTAL	CEMETERY FUND	779.85
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	** TOTAL **	1,094,462.98

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: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-022400	HOWELL ASPHALT CO	I-6146MB	121 5321-353	BITUMINOUS PA:	COLD MIX	100041	644.00
						VENDOR 01-022400 TOTALS	644.00
01-045850	AJ WALKER CONST CO	I-119340	121 5321-359	OTHER STREET :	CURB & GUTTER	100039	82.40
01-045850	AJ WALKER CONST CO	I-119345	121 5321-351	CONCRETE :	PCC SUPPLIES	100039	36.00
						VENDOR 01-045850 TOTALS	118.40
						DEPARTMENT 321 STREETS TOTAL:	762.40
01-001537	HD SUPPLY WATERWORKS,	I-9463214	121 5328-358	PIPE	: STORM SEWER PIPE	100040	1,100.00
						VENDOR 01-001537 TOTALS	1,100.00
						DEPARTMENT 328 STORM DRAINAGE TOTAL:	1,100.00
						VENDOR SET 121 MOTOR FUEL TAX FUND TOTAL:	1,862.40
						REPORT GRAND TOTAL:	1,862.40

## \*\* 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	
2009-2010	121-5321-351	CONCRETE	36.00	17,280	14,465.00				
	121-5321-353	BITUMINOUS PATCHING	644.00	39,300	20,390.95				
	121-5321-359	OTHER STREET MTCE SUPPLIES	82.40	3,000	2,917.60				
	121-5328-358	PIPE	1,100.00	5,000	2,071.12				
		TOTAL:	1,862.40						

## \*\* DEPARTMENT TOTALS \*\*

ACCT	NAME	AMOUNT
121-321	STREETS	762.40
121-328	STORM DRAINAGE	1,100.00
-----		
121 TOTAL	MOTOR FUEL TAX FUND	1,862.40
-----		
	** TOTAL **	1,862.40

NO ERRORS

VENDOR SET: 01 CITY OF MATTOON

BANK: EHBK

FUND : 221 HEALTH INSURANCE FUND

DEPARTMENT: 411 STOP LOSS INS COVERAGE

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000221	PERSONALCARE INSURANCE	I-200909181196	221 5411-211	STOP LOSS INS:	STOP LOSS AGGREGATE	099827	1,013.04
01-000221	PERSONALCARE INSURANCE	I-200909181196	221 5411-211	STOP LOSS INS:	STOP LOSS SPECIFIC	099827	10,928.64
						VENDOR 01-000221 TOTALS	11,941.68
						DEPARTMENT 411 STOP LOSS INS COVERAGE TOTAL:	11,941.68
01-000221	PERSONALCARE INSURANCE	I-200909181196	221 5412-211	HEALTH PLAN A:	ADMIN FEES	099827	9,851.68
						VENDOR 01-000221 TOTALS	9,851.68
						DEPARTMENT 412 HEALTH PLAN ADMIN TOTAL:	9,851.68
01-000236	PERSONAL CARE	I-200909221227	221 5413-211	MEDICAL CLAIM:	PERSONAL CARE	000000	20,896.43
01-000236	PERSONAL CARE	I-200909241237	221 5413-211	MEDICAL CLAIM:	PERSONAL CARE	000000	39,374.79
						VENDOR 01-000236 TOTALS	60,271.22
						DEPARTMENT 413 MEDICAL CLAIMS TOTAL:	60,271.22
01-000236	PERSONAL CARE	I-200909221227	221 5414-211	RX CLAIMS :	PERSONAL CARE	000000	12,424.51
01-000236	PERSONAL CARE	I-200909241237	221 5414-211	RX CLAIMS :	PERSONAL CARE	000000	10,546.25
						VENDOR 01-000236 TOTALS	22,970.76
						DEPARTMENT 414 RX CLAIMS TOTAL:	22,970.76
01-001982	FORT DEARBORN LIFE INS	I-200909241251	221 5417-212	LIFE INSURANC:	SEPT 09 LIFE INS	099905	2,331.91
01-001982	FORT DEARBORN LIFE INS	I-200909241252	221 5417-212	LIFE INSURANC:	OCT 09 LIFE INS	099905	2,323.14
						VENDOR 01-001982 TOTALS	4,655.05
						DEPARTMENT 417 LIFE INSURANCE TOTAL:	4,655.05
						VENDOR SET 221 HEALTH INSURANCE FUND TOTAL:	109,690.39
						REPORT GRAND TOTAL:	109,690.39

\*\* 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	
2009-2010	221-5411-211	STOP LOSS INSURANCE	11,941.68	127,500	67,357.87				
	221-5412-211	HEALTH PLAN ADMINISTRATION	9,851.68	145,000	89,509.89				
	221-5413-211	MEDICAL CLAIMS	60,271.22	1,632,604	1,101,685.58				
	221-5414-211	RX CLAIMS	22,970.76	497,000	283,014.24				
	221-5417-212	LIFE INSURANCE	4,655.05	32,500	18,403.06				
		TOTAL:	109,690.39						

\*\* DEPARTMENT TOTALS \*\*

ACCT	NAME	AMOUNT
221-411	STOP LOSS INS COVERAGE	11,941.68
221-412	HEALTH PLAN ADMIN	9,851.68
221-413	MEDICAL CLAIMS	60,271.22
221-414	RX CLAIMS	22,970.76
221-417	LIFE INSURANCE	4,655.05
221 TOTAL	HEALTH INSURANCE FUND	109,690.39
	** TOTAL **	109,690.39

NO ERRORS

VENDOR SET: 01 CITY OF MATTOON

BANK: DDBNK

FUND : 221 HEALTH INSURANCE FUND

DEPARTMENT: 412 HEALTH PLAN ADMIN

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

PAY DATE RANGE: 9/16/2009 THRU 9/30/2009

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000276	DELTA DENTAL	I-200909291269	221 5412-211	HEALTH PLAN A:	DELTA DENTAL	000000	1,145.43
						VENDOR 01-000276 TOTALS	1,145.43
						DEPARTMENT 412 HEALTH PLAN ADMIN TOTAL:	1,145.43
01-000246	DELTA DENTAL CLEARING	I-200909221224	221 5415-211	DENTAL CLAIMS:	DELTA DENTAL CLEARIN	000000	921.60
						VENDOR 01-000246 TOTALS	921.60
01-000276	DELTA DENTAL	I-200909241248	221 5415-211	DENTAL CLAIMS:	DELTA DENTAL	000000	1,056.10
01-000276	DELTA DENTAL	I-200909291269	221 5415-211	DENTAL CLAIMS:	DELTA DENTAL	000000	1,874.40
						VENDOR 01-000276 TOTALS	2,930.50
						DEPARTMENT 415 DENTAL CLAIMS TOTAL:	3,852.10
						VENDOR SET 221 HEALTH INSURANCE FUND TOTAL:	4,997.53
						REPORT GRAND TOTAL:	4,997.53

\*\* G/L ACCOUNT TOTALS \*\*

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2009-2010	221-5412-211	HEALTH PLAN ADMINISTRATION	1,145.43	145,000	89,509.89				
	221-5415-211	DENTAL CLAIMS	3,852.10	100,000	64,813.66				
		TOTAL:	4,997.53						

\*\* DEPARTMENT TOTALS \*\*

ACCT	NAME	AMOUNT
221-412	HEALTH PLAN ADMIN	1,145.43
221-415	DENTAL CLAIMS	3,852.10
-----		
221 TOTAL	HEALTH INSURANCE FUND	4,997.53
-----		
	** TOTAL **	4,997.53

NO ERRORS

										-----DEPOSIT-----	
---ACCOUNT---	-----NAME-----	--DATE--	---TYPE---	-CK #-	---AMOUNT---	CODE	-RECEIPT--	--AMOUNT--	---MESSAGE---		
01-16200-11	SCOTT, ERIN T	9/18/09	FINAL BILL	99842	36.32CR	100	33938	60.00CR			
03-16100-09	DUCKER, JOY L	9/18/09	FINAL BILL	99843	42.94CR	100	34353	60.00CR			
04-05900-05	WHITE, OTIS T	9/18/09	FINAL BILL	99844	23.28CR	100	34125	60.00CR			
05-14400-11	IRWIN, COLBY A	9/18/09	FINAL BILL	99845	9.83CR	100	32964	60.00CR			
08-01000-05	BIRCH, KENNY L	9/18/09	FINAL BILL	99846	24.51CR	100	31567	60.00CR			
08-09180-01	THE CHARLES COMPANY LTD	9/18/09	FINAL BILL	99847	45.08CR	100	30055	60.00CR			
09-03500-06	ANDRES, TONI	9/18/09	FINAL BILL	99848	55.14CR	000		0.00			
10-19100-12	TURNER, SHARON A	9/18/09	FINAL BILL	99849	20.73CR	100	34785	60.00CR			
15-01900-11	FITZGERALD, BETHANY D	9/18/09	FINAL BILL	99850	43.92CR	100	32713	60.00CR			
15-02000-02	TRIMBLE, SHARON E	9/18/09	FINAL BILL	99851	12.59CR	100	28657	60.00CR			
21-06900-04	COOK, ASHLEY F	9/18/09	FINAL BILL	99852	54.06CR	100	34846	60.00CR			
25-11200-04	FUQUA, LAUREL L	9/18/09	FINAL BILL	99853	67.06CR	100	33527	60.00CR			
25-11500-09	LANE, ERIC D	9/18/09	FINAL BILL	99854	26.53CR	100	33296	60.00CR			
25-27400-11	STANLEY, ANTHONY Q	9/18/09	FINAL BILL	99855	9.20CR	100	34509	60.00CR			
26-18400-04	BROWN, TRAVIS A	9/18/09	FINAL BILL	99856	39.80CR	100	33369	60.00CR			
29-10100-08	OSBORNE, JOSEPH A	9/18/09	FINAL BILL	99857	51.78CR	100	34648	60.00CR			
36-06100-13	EMBRY, TAMMIE S	9/18/09	FINAL BILL	99858	8.92CR	100	33717	60.00CR			
39-06800-12	GILBERT, THOMAS H	9/18/09	FINAL BILL	99859	39.29CR	100	33636	60.00CR			
41-02800-14	HOWELL, NICOLE M	9/18/09	FINAL BILL	99860	27.46CR	100	34464	60.00CR			

							-----DEPOSIT-----			
---ACCOUNT---	-----NAME-----	--DATE--	---TYPE---	-CK #-	---AMOUNT---	CODE	-RECEIPT--	--AMOUNT--	---MESSAGE---	
09-19600-05	HINES, AARON J	9/24/09	FINAL BILL	99906	19.52CR	100	33578	60.00CR		
11-13700-11	THOMAN, KATIE J	9/24/09	FINAL BILL	99907	3.03CR	100	34183	60.00CR		
20-15500-04	ZIKE, SARAH E	9/24/09	FINAL BILL	99908	10.50CR	100	33274	60.00CR		

										-----DEPOSIT-----	
---ACCOUNT---	-----NAME-----	--DATE--	---TYPE---	-CK #-	----AMOUNT---	CODE	-RECEIPT--	--AMOUNT--	-----MESSAGE-----		
04-18500-02	MYERS, GERALD P	9/30/09	FINAL BILL	100042	35.52CR	100	32260	60.00CR			
10-01000-11	WALLACE, PATRICIA L	9/30/09	FINAL BILL	100043	34.69CR	000		0.00			
11-05300-07	HESS, KERRY B	9/30/09	FINAL BILL	100044	5.78CR	100	33187	60.00CR			
13-06100-04	HILLS, JESSICA L	9/30/09	FINAL BILL	100045	23.23CR	100	31015	60.00CR			
23-14410-12	CORDES, AILEEN S	9/30/09	FINAL BILL	100046	45.61CR	100	32723	60.00CR			
30-17000-04	DIENER, ROBERT J	9/30/09	FINAL BILL	100047	42.47CR	100	34568	60.00CR			

## **NEW BUSINESS:**

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**CITY OF MATTOON, ILLINOIS**

**ORDINANCE NO. 2009-5282**

**AN ORDINANCE AMENDING CHAPTER 159, “ZONING” OF THE CITY OF MATTOON’S  
CODE OF ORDINANCES**

**WHEREAS**, the City of Mattoon, in preparation for a revision of the comprehensive plan, has cause the Zoning Code to be completely reviewed and to streamlined the interaction between the Zoning Board of Appeals, Planning Commission, and the City Council, and

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Mattoon as follows:

**Section 1. Recitals.** The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

**Section 2. Amendments.** Chapter 159, “Zoning” of the Code of Ordinances of the City of Mattoon is hereby is reenacted by replacing the existing Chapter 159, with attachment A to this ordinance, which shall considered to be a part of this ordinance.

**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 \_\_\_\_\_, 2009, by a roll call vote, as follows:

RECORD OF THE VOTE	Aye	Nay	Abstain	Absent
Mayor David Cline				
Commissioner Randy Ervin				
Commissioner Tim Gover				
Commissioner Rick Hall				
Commissioner Chris Rankin				

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
David W. Cline, 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 \_\_\_\_\_, 2009.

## CHAPTER 159: ZONING

## Section

## General Provisions

- 159.01 Title
- 159.02 Intent and purpose
- 159.03 Rules
- 159.04 Definitions
- 159.05 General review procedures, amendments and changes
- 159.06 Interpretation, purpose and conflict

## District Regulations

- 159.20 Districts and zone map
- 159.21 Use of buildings and premises
- 159.22 RS Suburban District
- 159.23 RI Single-Family Residence District
- 159.24 R2 Two-Family Residence District
- 159.25 R3 Multiple-Family Residence District
- 159.26 C1 Neighborhood Commercial District
- 159.27 C2 Accommodation Commercial District
- 159.28 C3 Service Commercial District
- 159.29 C4 General Commercial District
- 159.30 C5 Shopping Center District
- 159.31 I Industrial District
- 159.32 ~~Table 1 Parking Standards~~ [Reserved]

## Special Uses and Other General Regulations

- 159.45 Special uses
- 159.46 ~~Table 2 Special Uses, Districts and Parking Requirements~~
- 159.47 Minimum regulations for off-street parking
- 159.48 Height regulations
- 159.49 Yards
- 159.50 Intensity of use
- 159.51 Vision clearance on corner lots
- 159.52 ~~Planned unit development~~ [Reserved]
- 159.53 Loading and unloading regulations

~~C/D~~ Corridor Development (“C/D”) District

- 159.56 C/D District Purpose
- 159.57 C/D District boundaries
- 159.58 C/D District Use controls
- 159.59 C/D District Lot controls
- 159.60 C/D District General requirements and restrictions
- 159.61 C/D District Approval process

## Administration and Enforcement

- 159.65 ~~Zoning Board of Appeals~~ [Reserved]
- 159.66 Plats
- 159.67 Occupancy and compliance permits
- 159.68 Boundaries of districts
- 159.69 Amendments and changes
- 159.70 Violations and Penalty
- 159.99 ~~Penalty~~

GENERAL PROVISIONS

§ 159.01 TITLE

This chapter shall be known and may be cited as the Zoning Ordinance of the City of Mattoon, ~~Ordinance Number 96-4835.~~

(Ord. 96-4835, passed 4-16-1996)

§ 159.02 INTENT AND PURPOSE

(A) This chapter is adopted for the following purposes:

- (1) Promoting the public health, safety, comfort, morals, convenience, and general welfare;
- (2) Securing adequate natural light, pure air, and safety from fire and other dangers;
- (3) Conserving the taxable value of land and buildings;
- (4) Providing for the orderly and functional arrangement of land and buildings;
- (5) Establishing standards for the orderly development or redevelopment of neighborhoods, communities and regions, or parts thereof;
- (6) Securing, for the public, adequate locations for housing, employment, shopping, education, and recreation;
- (7) Facilitating the adequate provision of transportation, water, sewer, schools, parks and other public requirements;
- (8) Lessening or avoiding the hazards to persons and damage to property resulting from the accumulation or runoff of storm or flood waters;
- (9) Lessening or avoiding congestion in the public streets and highways;
- (10) Preserving and enhancing aesthetic values throughout the City.

(B) To these ends, this chapter is intended to establish and accomplish certain standards and objectives to assure the orderly growth in the developed and undeveloped areas of Mattoon, including residential, business, commercial, industrial, agricultural, and complementary developments by providing that:

- (1) Existing residential areas designated for expansion of residential development should be suitably located in relationship to business, commercial and industrial areas, and be protected against intrusion which will interfere with decent living conditions.
- (2) Existing business and commercial areas be protected against the encroachment of inconsistent uses (~~i.e., that~~ Commercial areas should be used for the proper development of the necessary businesses and commercial establishments). ~~and that~~ Also, adequate space be provided for off-street parking of vehicles of customers using the business and commercial areas. Off street parking space shall be constructed per the design specification of the American Society of State Highway and Transportation Officials (AASHTO`).
- (3) Existing industrial areas should be given adequate protection and additional land be designated and regulated for future manufacturing development so that present industry may expand, ~~and that~~ Also, a wide range of sites for new industry should be provided, having along with access to transportation facilities and other features, enabling industry in the City to compete successfully with industry elsewhere in the nation and without undue costs to the community.
- (4) Careful consideration shall be given to the use of prime farmland for urban type residential and business development, taking into account all factors that may lead to unnecessary use of such land when satisfactory alternatives are readily available. For the purpose of this chapter, the definition of "prime farmland"

shall be used as provided in the Soil Conservation Service Publication, Important Farm Lands of Illinois Champaign Illinois, September 1991. As the Soil Conservation Service revises and updates its definition of prime farmland, their most current and up-to-date definition shall also apply to this chapter.

(5) Land, woodland, rivers, streams and underground deposits of mineral resources shall be given adequate protection so that these natural resources will be preserved for future use.

(6) Where possible, the uses of land and buildings should be related to the existing and planned land uses in agreement with the needs and plans of the community.

(7) The uses of land and structures within the community should be ~~so~~-related ~~as~~ to provide effectiveness and economy in government.

(Ord. 96-4835, passed 4-16-1996)

**§ 159.03 RULES**

In the ~~construction~~ interpretation of this chapter, the rules and definitions contained in this section shall be observed and applied, except when the context clearly indicates otherwise.

(A) Words used in the present tense shall include the future; words in the singular number shall include the plural and the plural the singular, where the context requires.

(B) The words "shall" and "will" ~~is~~ are mandatory and not discretionary.

(C) The words "may" ~~and should~~ is are permissive.

(D) The word "lot" shall include the words "piece," "parcel," and "tract;" and the phrase "used for" shall include the phrases "arranged for," "designed for," "intended for," "maintained for" and "occupied for."

(E) All measured distances shall be to the nearest integral foot; if a fraction is one-half foot or less the integral foot next below shall be taken.

(F) Any words not defined as follows shall be construed in their general accepted meanings as defined in the most recent publication of Webster's Dictionary and Black's Law Dictionary.

(G) The words and terms set forth herein under "Definitions" (§ 159.04) wherever they occur in this chapter, shall be interpreted as herein defined.

(Ord. 96-4835, passed 4-16-1996)

**§ 159.04 DEFINITIONS**

For the purpose of this chapter the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ABANDONMENT ~~Abandonment.~~ is an action to give up one's rights or interests in property.

ABUTS or ABUTTING is to have a common property line or district line.

ACCESSORY BUILDINGS OR STRUCTURES ~~AND/OR USE~~. An "accessory building" or "accessory structure" is one which:

- (1) Is subordinate to and serves a principal building or principal use;
- (2) Is subordinate in extent or purpose to the principal building or principal use served;
- (3) Contributes to the comfort, convenience, or necessity of occupants of the principal building or principal use served;

(4) ~~Some~~ Examples of these accessories ~~ACCESSORY BUILDING/STRUCTURES AND/OR USE~~ for residential districts are divisions (a) through (h) below; and for non-residential districts, divisions (g) through (k):

- (a) A children's playhouse, garden house and private greenhouse;
- (b) A garage, shed, or building for domestic storage;

(c) A non-paying guest house or rooms for guests within an "accessory building" provided such facilities are used for the occasional housing of guests of the occupant of the principal building and not for permanent occupancy by others as housekeeping units;

(d) Servant's quarters comprising part of an accessory garage and solely for occupancy by a servant, ~~or household employee (and his or her family)~~ or a family member of the occupant of the principal dwelling;

(e) Above-ground swimming pool, private, for use by the occupant and his or her guests;

(f) Carports, above-ground decks, and exterior stairways. ~~and fences;~~

(g) Off-street motor car parking areas, and loading and unloading facilities;

(h) Public utilities: telephone, electric, gas, water and sewer lines, their supports and incidental equipment;

(i) Storage of merchandise normally carried in stock on the same lot with any retail service or business use, unless such storage is excluded by the district regulations;

(j) Storage of goods used in or produced by manufacturing activities on the same lot or parcel of ground with such activities, unless such storage is excluded by the district regulations;

(k) Signs as permitted and regulated in each district incorporated in this chapter.

ALLEY is a public thoroughfare, not over 20 feet in width, which affords only secondary means of access to abutting property.

APARTMENT. See "Dwelling-Multiple."

BASEMENT is a structure having a story wholly or partly underground.

BED AND BREAKFAST (B AND B)TOURIST HOME. See "Tourist Home or Bed and Breakfast (B and B)."

BLOCK is a property having frontage on one side of a street and lying between the two nearest intersecting or intercepting streets, or nearest intersecting or intercepting street and railroad right-of-way, waterway, or other barrier.

BLOCK, RESIDENTIAL is a block in which business or industrial uses are not permitted.

BOARD OF APPEALS, ZONING. See "Zoning Board of Appeals. ~~The City of Mattoon Zoning Board of Appeals is established by this Ordinance, and referred to herein as the Zoning Board of Appeals.~~

BOARDING HOUSE is a building not open to transients, where lodging ~~and/or~~ meals are provided for three or more, but not over 30 persons regularly. ~~a lodging house~~

BUILDING is a structure having a roof supported by columns or walls, for the shelter, support, enclosure or protection of persons, animals, chattels, or property. When separated by a party or a fire wall, as defined by the currently adopted City building code, without opening through such walls, each portion of such a building shall be considered a separate structure.

BUILDING AREA is the maximum horizontal projected area of the principal and accessory building. This ~~excludes~~ open steps or terraces, unenclosed porches not exceeding one story in height, ~~or~~ and architectural appurtenances projecting not more than two feet.

BUILDING, DETACHED is a building having no structural connection with another building on the same lot.

BUILDING, FRONT LINE OF is the line of the face of the building nearest the front lot line.

BUILDING, HEIGHT OF is the vertical distance measured from the sidewalk level, or its equivalent established grade, opposite the middle of the front of the building to the highest point of the building for flat roofs; to the deck line for mansard roofs; and to the mean height level (between eaves the ridges) for gable and

hip roofs. Where a building is located on a terrace, the height may be measured from the average ground level of the terrace at the front of the building. The height of accessory buildings shall be measured from the floor level, which shall not be raised more than six inches above the normal grade of the lot.

**BUILDING INSPECTOR or BUILDING OFFICIAL** ~~The Building Inspector or Building Official~~ shall be the officer charged with the administration and enforcement of this chapter as it applies to obtaining building permits.

**BUILDING LINE** is the line nearest the front of and across a lot establishing the minimum open space to be provided between the front line of a building or structure and the street right-of-way line.

**BUILDING PRINCIPAL** is a building in which is conducted the main or principal use of the lot on which the building is situated. If a substantial part of an accessory building is attached to the main building in a substantial manner, as by a roof, such accessory building shall be counted as a part of the principal building.

**BUSINESS** ~~The word "business"~~ or the word "commercial" means the engaging in the purchase, sale, barter, or exchange of goods, wares, merchandise or services; and the maintenance or operation of offices, recreational or amusement enterprises for profit. This definition shall include rummage sale, as defined herein.

**CEMETERY.** Land used for the burial of the dead and dedicated for cemetery purposes, including columbaria, crematories, mausoleums and mortuaries, when operated in conjunction with and within the boundary of such cemetery.

**CERTIFICATES OF OCCUPANCY AND USE.** Certificates required on all buildings stating that the occupancy and use of land or a building or structure referred to therein complies with the provisions of this chapter.

**CLINIC OR MEDICAL-HEALTH CENTER.** An establishment where patients are admitted for special study and treatment by two or more licensed physicians and their professional associates, practicing medicine together.

**CODE OFFICIAL.** Official in charge of the ~~Building Inspection~~ Community Development Department.

**COMMERCIAL.** Same as "Business."

**COMMISSION** shall mean the City Planning Commission.

**CONVIENCE STORE** mean a retail business typically co-located with a retail gasoline station that also provides a small range of food items and miscellaneous home and vehicle products.

**COTERMINOUS** means having the same or coincident boundaries -- not across a street or alley.

**COUNCIL** is the City Council ~~is~~ composed of the Mayor and four Commissioners.

**DAY CARE CENTER** is a child care facility, ~~whether located in a family home or otherwise,~~ which regularly provides day care for less than 24 hours per day for more than eight children with more than eight children being present at any one time.

**DAY CARE HOME** ~~See "Day Care Center."~~ is a child care facility in a dwelling, which regularly provides day care for less that 24-hours per day for eight or less childred being present at any one time.

**DISTRICT.** A section of the City for which uniform regulations governing the height, area, size and use of buildings and premises within said section are established. (Also see "Zoning Districts.")

**DWELLING** is a building or portion thereof, used primarily as a place of abode for one or more persons, but not including hotels, lodging and boarding houses, or tourist homes.

**DWELLING, MULTIPLE** is a building, or portion thereof, used or designed as a residence for three or more families living independently of each other, and doing their own cooking in the building, including apartment hotels and group houses.

**DWELLING, SINGLE FAMILY** is a detached building designed for or occupied by one family exclusively.

DWELLING, TWO FAMILY is a detached building designed for or occupied by two families living independently of each other.

DWELLING UNIT is a dwelling or a portion of a dwelling, or of an apartment or a residential hotel used by one family for cooking, living or sleeping purposes.

FAMILY is one or more persons occupying a premise and living as a single housekeeping unit, as distinguished from a group occupying a hotel, lodging house or club.

FAMILY, IMMEDIATE is a family composed of grandparents and progeny of them, whether naturally related or adopted; however aunts and uncles and their progeny of the generation next after the grandparent's generation are not considered members of the immediate family.

FRONTAGE is all the property fronting on one side of a street between the nearest intersecting streets or between a street and a right-of-way, waterway, or other similar barrier.

GARAGE, PRIVATE is an accessory building designed to house motor vehicles of the occupants of the principal building. A garage designed to house two motor vehicles of each family housed in an apartment shall be classed as a private garage.

GARAGE, PUBLIC is any building or premises except a private garage used for storage or care of motor vehicles or where such vehicles are equipped for operation, repair, or kept for remuneration, hire or sale.

GROUND FLOOR AREA. The square foot area of a residential building within its largest outside dimensions computed on a horizontal plane at the ground floor level, exclusive of open porches, breezeways, terraces, garages, exterior and interior stairways.

GROUP HOUSE OR TOWNHOUSE is a group of dwellings constructed in a row, with the dwelling units separated by vertical party walls without openings.

HALF-STORY is that portion of a building under a sloping, gable, hip or gambrel roof, the wall plates of which on at least two opposite exterior walls are not more than three feet above the floor level of such story.

HOME OCCUPATION is any occupation carried on by a member of the immediate family residing on the premises, in connection with which there is used no sign other than a name plate, not more than one square foot in area, that will indicate from the exterior that the building is being used in part for any other purpose than that of a dwelling; there is kept no stock in trade, no commodity is sold on the premises; no person is employed other than a member of the immediate family residing on the premises; and no mechanical equipment is used except such as is permissible for domestic, household, or office purposes. Off street parking is available for all vehicles relating to the resident and occupation uses. A permit may be issued if the above requirements are met and approved by the Building/~~Code~~ Official and City Council.

HOTEL OR MOTEL is a building or group of buildings in which lodging is provided and offered to the public for compensation and which is open to transient guests, in contradistinction to a boarding house or tourist home bed and breakfast.

INDUSTRIAL PARK is a tract of land containing not less than the area specified for this purpose in this chapter, which is designed to accommodate two or more industrial uses in accordance with a plan of development which presents a unified and organized arrangement of building areas, service facilities and related improvements, such as open spaced and planting areas, all of which have a functional relationship to the proposed use and will be in harmony with the use of land immediately adjacent to the tract.

INDUSTRIAL USE. See "Manufacturing."

KENNEL is any lot or premises on which four or more dogs, or small animals, at least four months of age, are kept.

LOADING AND UNLOADING BERTHS is the off- street area required for the receipt car distribution by vehicles of material or merchandise which in this chapter is held to be a 12-foot by 65-foot loading space with a 14-foot height clearance.

LODGING HOUSE. See Boarding House.

LOT is a parcel of land occupied or to be occupied by one building and any accessory buildings or uses authorized in connection therewith, including such open spaces as are required by this chapter, and such open spaces as are arranged or designed to be used in connection with such building. It may be a single parcel separately described in a deed or plat which is filed in the office of the County Recorder, or it may include parts of or a combination of such parcels when adjacent to one another and used as one. In determining the lot area and boundary lines no part thereof within the limits of a street shall be included.

LOT AREA is the area of a horizontal plane bounded by the front side and rear lines of a lot.

LOT, CORNER is a lot situated at the intersection of two streets. Front yard setbacks shall apply to both fronts.

LOT COVERAGE is the percentage of the lot area covered by the building area.

LOT DEPTH is the average horizontal distance between the front lot line and the rear lot line of a lot measured within the lot boundaries.

LOT DOUBLE FRONTAGE is a lot having a pair of opposite lot lines along two more or less parallel streets, and which is not a corner lot. Both street lines shall be deemed front lot lines.

LOT, GROUND LEVEL is the elevation above sea level obtained by averaging the highest and lowest points on the lot or building area.

LOT, INTERIOR is a lot other than a corner lot or a through lot.

LOT LINE, FRONT is a line separating the lot from a street.

LOT LINE, REAR is a lot line which is opposite and most distant from the front lot line, and, in the case of an irregular or triangular-shaped lot, a line ten feet in length within the lot, parallel to and at the maximum distance from the front lot line.

LOT LINE, SIDE is any lot boundary line not a front line or a rear line.

LOT OF RECORD is an area of land designated as a lot on a plat of subdivision recorded or registered, pursuant to a statute.

LOT, THROUGH is a lot having frontage on two streets at opposite ends of the lot.

LOT WIDTH is the dimension of a lot, measured between side lot lines on the building line.

MANUFACTURE is the making of anything by any agency or process.

MANUFACTURED HOUSING is a structure, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width or 40 body feet or more in length, or when erected on site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained therein.

MANUFACTURING ESTABLISHMENT is an establishment, the principal use of which is manufacturing, fabricating, processing, assembly, repairing, storing, cleaning, servicing, or testing of materials, goods, or products.

MOBILE HOME is a mobile unit designed and constructed for dwelling purposes which contains cooking, sanitary and electrical facilities and has a gross floor area of 220 square feet or more.

MOBILE HOME PARK is a lot, parcel or tract of land developed with facilities for accommodating two or more mobile homes, only by non-transient dwellers remaining continuously for more than one month, whether or not a charge is made. It shall not include a sales lot in which unoccupied mobile homes or other trailers are parked for the purpose of inspection or sale, except mobile homes located in a mobile home park offered for sale by the owner or his or her representative.

NONCONFORMING USE is a building or premises that does not conform in its use or otherwise with all of the regulations applicable to the district in which such building or premises is located.

NURSERY SCHOOL. See "Day Care Center."

PARKING SPACE (OFF-STREET. ONE) is a space other than a street driveway entrance, or alley designed for use or used for the temporary parking of a motor vehicle, and being not less than nine feet wide and 20 feet long exclusive of passageways. Parking areas shall be paved with a hard surface.

PERMIT

- (1) BUILDING is a permit issued before construction or remodeling.
- (2) CUT. A permit issued prior to and allowing for the cutting of any alley, boulevard, curb, or street.
- (3) DEMOLITION is a permit issued prior to demolition of a structure.
- (4) ELECTRICAL. A permit issued prior to the installation, replacement, ~~and~~ or extension of any structure's electrical system or part thereof.
- (5) HEATING AND AIR CONDITIONING is a permit issued prior to the installation, replacement, ~~and~~ or extension of any structure's heating ~~and~~ or air conditioning system.
- (6) MOVING is a permit issued prior to the moving of any structure.
- (7) OCCUPANCY AND USE CERTIFICATE is a permit issued to the person, agency, or company which wishes to move into an already existing structure after the structure has been checked to insure conformance with all local and state regulations.
- (8) PLUMBING is a permit issued prior to any plumbing work done in a structure.
- (9) SEWER is a permit issued prior to tapping into the City sewer line.
- (10) SIGN is a permit issued to allow any outdoor permanent sign.
- (11) WATER is a water connection permit issued after the ~~Water Board~~ Plumbing Inspector is satisfied that all city and state ordinances and statutes have been met.
- (12) SITE WORK is a permit issued to allow site improvements in ~~commercial and industrial~~ all districts.

PERSON is a corporation, firm, partnership, association, organization, or any group acting as a unit, as well as a natural person.

PLACE is an open unoccupied space other than a street or alley, permanently reserved for use as the principal means of access to abutting property.

~~UNIT DEVELOPMENT (PUD) PLAN. A planned area for a self-contained residential or shopping center development, the design and layout of which is subject to the requirement standards of this chapter. (See Planned Unit Development Code, Ordinance No. 88-4581).~~

PRESCHOOL. See "Day Care Center."

PRIVATE SCHOOL is a Private preprimary, primary, grade, high, or preparatory school or academy.

PROFESSIONAL OFFICE shall include the offices of doctors or practitioners, ministers, architects, engineers, landscape architects, lawyers, artists, musicians, and other professional occupations.

RESIDENTIAL UNIT. See dwelling.

RUMMAGE SALE is the activity of purchasing, selling, bartering, or exchanging of used goods, wares or merchandise in RS, RI, R2, or R3 districts and which activity is:

- (1) Conducted at any address for not more than four continuous days; and,
- (2) Not resumed or repeated until after such initial period without at least 60 days of the absence of any such activity.

SALVAGE YARD INCLUDING AUTOMOBILE WRECKING is a lot or a part thereof used for the storage, keeping, dismantling, abandonment or sale of junk, scrap metal, scrap vehicles or scrap machinery or parts thereof. A salvage yard may also be a recycling center.

SERVICE STATION is any building, structure, premises, enclosure or other place used for the dispensing, sale or offering for sale at retail of automobile fuels or oils. When the dispensing, sale or offering for sale is incidental to the conduct of a public garage, the premises shall be classified as a public garage. Service stations may also carry consumables and other products as a convenience store to include liquor sales per Chapter 114.

SIGN is any board, device or structure or part thereof used for advertising, display or publicity purposes. Signs placed or erected by governmental agencies for the purposes of showing street names or traffic directions or regulations for other governmental purposes shall not be included herein.

SPECIAL USE is a use permitted in a district pursuant to, and in compliance with, procedures specified within this chapter. A special use permit is non-transferable.

STREET is a public way established or dedicated by duly recorded plat, deed, grant, governmental authority or by operation of law.

STREET LINE is the street line is the dividing line between the street right-of-way and the lot, otherwise designated as the property line.

STORY is a that portion of a building, included between the surface of any floor and the surface of the floor next above it. If there is no floor above it, then the space between such floor and the ceiling next above it is the story.

STRUCTURE is anything constructed or erected, the use of which requires more or less permanent location on the ground, or which is attached to something permanently located on the ground.

STRUCTURAL ALTERATION is any change in the supporting members of a building, such as bearing walls or partitions, columns, beams or girders.

TERRACE is a natural or artificial earthen embankment between a building and its street front. The height of a terrace shall be the difference in elevation between the average sidewalk level, or its equivalent established grade opposite the middle of the front of the building, and the average elevation of the terrace at the front building wall.

TOURIST HOME OR BED AND BREAKFAST (B AND B) is a residence in which lodging for not more than five transient guests is provided, which has not required structural alterations, and in which the residential use has not been discontinued.

TOWNHOUSE/GROUP HOUSE is a group of dwellings constructed in a row, with the dwelling units separated by vertical party walls without openings and under one ownership.

TRADE OR BUSINESS SCHOOL is a secretarial or business school or college when not publicly owned or not owned or conducted by or under the sponsorship of a religious, charitable or non-profit organization; or a school conducted as a commercial enterprise for teaching instrumental music, dancing, barbering or hair dressing, drafting or for teaching industrial or technical arts.

USE is the employment or occupation of a building, structure, parking area, or premises for a person's service, benefit or enjoyment.

USE, OPEN is the use of a lot without a building or including a building incidental to the open use with a ground floor area equal to 5% or less of the area of the lot (~~i.e. for example~~, outdoor automobile sales).

VARIANCE is a modification of the specific requirements of this chapter granted by the Council ~~in accordance with~~ per the terms of this chapter for the purpose of assuring that no property, because of special circumstances applicable to it, shall be deprived of the privileges commonly enjoyed by other properties in the same vicinity and district. The modification may allow a change in standards or use. The petitioner shall also comply with all provisions of this chapter and the procedures of the ZBA as contained in §33.058. Any variance recommended pursuant to this chapter is not intended to excuse compliance with this chapter.

VEHICLE PARKING LOT is a paved open area, other than a street or alley, designed for use or used for the temporary parking of more than four motor vehicles when available for public use, whether free or for compensation, or as an accommodation for clients or customers.

YARD is a space on the same lot with a main building, open, unoccupied and unobstructed by structures, except as otherwise provided in this chapter.

YARD, FRONT is an open, unoccupied space between the front line of the building and front street line. The front line of the building shall be the line of the main wall nearest to and facing on the street, including sun parlors and enclosed porches and excluding only steps below the first floor level and entranceways, open unroofed porches and terraces, and fences and walls not more than four feet in height.

YARD, REAR is a yard extending across the full width of the lot between the rear of the main building and the rear lot line unoccupied other than by accessory buildings, the depth of which is the least distance between the rear lot line and the rear of such main building.

YARD, SIDE is an open, unoccupied space on the same lot with a building between the side line of the building and the side line of the lot and extending from the front to the rear of the principal building.

YARD SIDE ADJOINING A STREET is a yard which is bounded by the front lot line, side yard adjoining a street line and rear lot line.

ZONING BOARD OF APPEALS (“ZBA”) is the City of Mattoon Zoning Board of Appeals established by this chapter33, ~~and referred to herein as the Zoning Board of Appeals.~~

ZONING DISTRICTS is the districts into which the incorporated and unincorporated area of Mattoon has been divided for zoning regulations and requirements as set forth on the zoning district map or maps.

ZONING MAP is the map or maps incorporated into this chapter as part thereof, designating zoning districts.

ZONING OFFICIAL is the Official ~~in~~ in charged ~~of enforcing zoning regulations with the enforcement and~~ administration of this chapter and unless appoint otherwise shall be the Director of Community Development.

(Ord. 96-4835, passed 4-16-1996; Am. Ord. 96-4872, passed 10-15-1996; Am. Ord. 2005-5210, passed 11-15-2005)

#### § 159.05 GENERAL REVIEW PROCEDURES, AMENDMENTS AND CHANGES.

The general review procedures are intended to establish guidelines for the review and action of the several boards and committees which have responsibilities relative to land use, development, and growth in the City zoning area. Each board, commission, individual or other agency or person involved with zoning modification shall abide by the regulations established herein. Each board, commission, individual or other agency or person may establish its own rules or procedures, which are not inconsistent herewith. The creation and procedures of the City of Mattoon’s Planning Commission are contained in §33.095 of this code. The creation and procedures of the City of Mattoon’s Zoning Board of Appeals are contained in §33.058 of this code.

~~(B) — At the time application is made to zone, rezone, alter or vary the use of property under the provisions of this chapter, the applicant therefore shall pay to the Clerk of this city the sum of \$100.~~

~~(C) — The petitioner, for zoning change, special use permit, and variance shall present his petition to the City Clerk and shall publish an official notice of public hearing in the local newspaper not more than 30 days nor less than 15 days before the meeting of the Zoning Board of Appeals at which the petition is to be heard. The Public notice shall state:~~

- ~~(1) — Purpose of the public hearing;~~
- ~~(2) — Name of the petitioner;~~
- ~~(3) — Address of the property named in the petition (both legal description and street address);~~

~~(4) The date, time, and place of the Zoning Board of Appeals meeting at which the public hearing will be held;~~

~~(5) The place where the proposed amendment, supplement or change, or applicable maps will be accessible for examination by interested parties.~~

~~(D) The City Clerk shall notify and forward the pertinent information to the following agencies and individuals: The Coles County Soil and Water Conservation District, applicable Drainage District(s), the Mattoon Water Board, the Superintendent of the Mattoon Sewerage Department, the Building/Code Official, the Chairperson of the Mattoon Planning Commission, and the Mattoon Zoning Board of Appeals. Included with each notification shall be a copy of the review checklist, on which the City Clerk has noted the dates of receiving the petition and of forwarding the information on. The City Clerk shall request each agency notified to note on the checklist the date of receiving the information, and to return the checklist with their review comments.~~

~~(E) The Coles County Soil and Water Conservation District shall have a maximum of 15 days from the date of notification to present a review to the Mattoon Planning Commission.~~

~~(F) The Drainage District shall have a maximum of 15 days from the date of notification to present a review to the Mattoon Planning Commission.~~

~~(G) The Mattoon Water Board shall have a maximum of 15 days from the date of notification to present a review to the Mattoon Planning Commission.~~

~~(H) The Superintendent of the Mattoon Sewerage Department shall have a maximum of 15 days from the date of notification to present a review to the Mattoon Planning Commission.~~

~~(I) The Mattoon Building Official shall have a maximum of 15 days from the date of notification to present a review to the Mattoon Planning Commission.~~

~~(J) The Chairperson of the Mattoon Planning Commission shall have a maximum of 15 days from the date of notification to present a review to the Mattoon Planning Commission.~~

~~(K) There shall be erected on the property named in the petition, a sign or signs which during daylight hours are visible from each road which borders the petitioned area. A maximum of four signs may be placed. The signs must be placed on the property within five days after the date of official notice of the public hearing. The erection of the signs, in the manner prescribed herein, shall be the responsibility of the petitioner, unless otherwise designated by the Zoning Board of Appeals. The signs shall read as follows:~~

~~—— A petition to modify the zoning use~~

~~—— of this area has been submitted.~~

~~—— For information, contact the City Clerk at 235-5654.~~

~~(L) The Mattoon Zoning Board of Appeals shall hold a public hearing within 30 days following the publication of official notice in the newspaper. The petitioner may be represented by counsel and shall provide a stenographer who shall record all testimony at such hearing. Information and facts may be presented by the petitioner as he or she deems fit and a transcript of the public hearing shall be forwarded to the Mattoon Zoning Board of Appeals and the Mattoon Planning Commission. A sketch of the site including proposed buildings, setbacks, parking, adjacent streets, etc., shall be provided by the petitioner. Other information may be required by the Mattoon Zoning Board of Appeals. The report of this public hearing shall be forwarded to the Mattoon Planning Commission.~~

~~(M) The Mattoon Planning Commission shall consider a particular petition no sooner than 15 days after the petition has been presented to the City Clerk. The Mattoon Planning Commission shall consider the petition, the reviews and recommendations from the several review agencies and shall forward its review, including an updated review checklist, to the Mattoon Zoning Board of Appeals.~~

~~(N) The Mattoon Zoning Board of Appeals shall consider the advice of the Mattoon Planning Commission, listen to the petitioner, hear any public statements, and consider its own counsel. The Mattoon Zoning Board of Appeals shall forward its findings to the Mattoon City Council.~~

~~(O) The petitioner shall contact the City Clerk in order to place the petition on the agenda.~~

~~(P) The petitioner or his or her attorney shall have six months from the first public hearing to obtain a final decision; if no final action has been determined then the petition is denied.~~

~~(Q) The developer shall have two years from the date of final approval to begin construction of the proposed area. The developer shall obtain the necessary building, electrical, heating and air conditioning, occupancy, plumbing, use, and sewer and water connection permits as required.~~

~~(R) A petition for annexation shall follow the procedures set forth in ILCS Ch. 65, Act 5, § 7-1-1 et seq. All such petitions shall be submitted to the Planning Commission for fact finding prior to consideration by the City Council. The petitioner shall provide all notices to fire protection districts, library districts, township authorities, and any person or entity as may be required.~~

~~(S) Copies of all petitions filed with the City Clerk for consideration by the Zoning Board of Appeals, Planning Commission or City Council or other city official shall be served upon the City Clerk, City Hall (208 N. 19th Street, Mattoon, Illinois, 61938), in addition to all other persons required to have service or notice.~~

~~(T) All ordinances, notices, and other documents shall be prepared by or on behalf of the petitioner or applicant. Copies shall be served upon the City Clerk and City Attorney at the above address for review at least five days prior to consideration by any other city employee, agent, committee, commission, board or council.~~

~~(U) All zoning changes, special use permits, variances, and annexations shall be finally determined and either granted or denied by the City Council.~~

~~(Ord. 96-4835, passed 4-16-1996)~~

**§ 159.06 INTERPRETATION, PURPOSE AND CONFLICT**

In interpreting and applying the provisions of this chapter, they shall be held to be the minimum requirements for the promotion of the public health, safety, convenience, comfort, morals, prosperity and general welfare. It is not intended by this chapter to interfere with or abrogate or annul any ordinances, rules, regulations, or permits previously adopted or issued, and not in conflict with any of the provisions of this chapter, or which shall be adopted or issued, pursuant to law, relating to the use of buildings or premises; nor is it intended by this chapter to interfere with or abrogate or annul any easements, covenants or other agreements between parties, provided, however, that where this chapter imposes a greater restriction upon the use of buildings or premises or upon the height of buildings or requires larger open spaces than are required or imposed by such ordinances, rules, regulations or permits, or by such easements, covenants or agreements, the provisions of this chapter shall control.

(Ord. 96-4835, passed 4-16-1996)

**DISTRICT REGULATIONS**

**§ 159.20 DISTRICTS AND ZONE MAP**

(A) The City is hereby divided into ten districts in order to carry out the purposes stated in § 159.02, "Intent and Purpose of this Chapter." These districts shall be known as:

- RS Suburban District
- R1 Single-Family Residence District
- R2 Two-Family Residence District
- R3 Multiple-Family Residence District
- C1 Neighborhood Commercial District
- C2 Accommodation Commercial District
- C3 Service Commercial District
- C4 General Commercial District

## C5 Shopping Center District

## I Industrial District

(B) The current zone map, recommended by the Planning Commission and approved by the City Council is held by the Community Development Director. ~~which accompanies and~~ It is hereby declared to be a part of this chapter. The zone map shows the boundaries of the above districts. Notations, references, indications, and other matters shown on the zone map are as much a part of this chapter as if they were fully described in the text of this chapter. In determining the boundaries of districts and establishing the regulations applicable to each district due and careful consideration has been given to existing conditions, the character of buildings erected in each district, the most desirable use for which the land in each district may be adapted, and the conservation of property values throughout the City.

(C) Territory which may hereafter be annexed to the City shall immediately be zoned and shown in the zone map, or if not so indicated, then it shall be zoned as the most restricted district, provided, however, that an annexation agreement may specify the zoning district of the land to be annexed.

(D) The rules and regulations contained in this chapter shall apply as herein provided:

(1) No building shall be erected or altered, nor shall any building or premises be used for any purpose other than is permitted in the district in which such building or premises is located.

(2) No building shall be erected or altered to exceed in height the limit herein established for the district in which such building is located.

(3) No building shall be erected, nor shall any existing building be altered, enlarged or rebuilt, nor shall any open spaces be encroached upon or reduced in any manner, except in conformity with the area and yard regulations hereby established for the district in which such building is located.

(4) Every building hereafter erected shall be located on a lot, which fronts on a street, and in no case shall more than one building and its customary accessory buildings be erected on any lot.

(5) No building shall be erected, nor shall any existing building be altered or rebuilt to provide less ground floor area in residential structures than is required by this chapter.

(6) Every building hereafter erected or altered shall provide paved off-street parking space for motor vehicles and loading and unloading berths as specified hereinafter for the use to which such building is to be devoted.

(E) Whenever any street, alley, or public way or railroad right-of-way is vacated by proper authority, the districts adjoining each side of such street, alley or public way or railroad right-of-way shall be automatically extended to the center of such vacation and all area included in the vacation shall then and thenceforth be subject to all appropriate regulations of the extended districts.

(Ord. 96-4835, passed 4-16-1996)

#### § 159.21 USE OF BUILDINGS AND PREMISES.

It is hereby declared to be the intention of this chapter to establish the general types of uses appropriate to and permitted in each district but not to designate every specific use by name. ~~The Zoning Board of Appeals, hereinafter established by this chapter, with the consideration and advise of~~ The Planning Commission, is hereby authorized to determine if a use, not specifically named herein, falls within the letter and the spirit of the use regulations of the district in which it is desired to locate such use. No buildings or premises shall be used, and no building shall be erected or altered, which is arranged, intended or designed to be used, for other than a use permitted in the district in which such building or premises is located, unless otherwise provided herein, ~~in accordance with~~ per the following regulations in this subchapter.

(Ord. 96-4835, passed 4-16-1996)

#### § 159.22 RS SUBURBAN DISTRICT

(A) Single-family dwellings.

(B) ~~Accessory building, including only domestic storage sheds, and a private garage, provided that any detached accessory building shall be located in the rear yard, as defined in the chapter, and no closer to the side street line of a corner lot than the front yard line of the adjacent lot fronting on the side street.~~

Accessory building, including storage sheds and garages located within the setback standards of this chapter; however, an accessory structure is prohibited in the front yard or yards.

- (C) Special uses as may be permitted in § 159.45 of this chapter.
  - (D) No business is permitted, except as specifically provided herein.
  - (E) Land designated as RS when annexed to the City shall be designated as RI.
- (Ord. 96-4835, passed 4-16-1996)

**§ 159.23 R1 SINGLE-FAMILY RESIDENCE DISTRICT**

- (A) Single-family dwelling.
  - (B) Accessory building, including storage sheds and garages located within the setback standards of this chapter; however, an accessory structure is prohibited in the front yard or yards.
  - (C) Special uses as may be permitted in § 159.45 of this chapter.
  - (D) No business is permitted, except as specifically provided herein.
- (Ord. 96-4835, passed 4-16-1996)

**§ 159.24 R2 TWO-FAMILY RESIDENCE DISTRICT**

- (A) Any use permitted in the RI Single-Family Residence District.
  - (B) Two-family dwelling.
  - (C) Accessory building, including storage sheds and garages located within the setback standards of this chapter; however, an accessory structure is prohibited in the front yard or yards.
  - (D) Special uses as may be permitted in § 159.45 of this chapter.
  - (E) No business is permitted, except as specifically provided herein.
- (Ord. 96-4835, passed 4-16-1996)

**§ 159.25 R3 MULTIPLE-FAMILY RESIDENCE DISTRICT**

- (A) Any use permitted in the R2 Two-Family Residence District.
  - (B) Multiple-family dwelling.
  - (C) Group House or Townhouse.
  - (D) Accessory building, including storage sheds and garages located within the setback standards of this chapter; however, an accessory structure is prohibited in the front yard or yards.
  - (E) Special uses as may be permitted by § 159.45 of this chapter.
  - (F) No business is permitted, except as specifically provided herein.
  - (G) No outside storage permitted.
- (Ord. 96-4835, passed 4-16-1996)

**§ 159.26 C1 NEIGHBORHOOD COMMERCIAL DISTRICT**

- (A) Any use permitted in the R3 Multiple-Family Residence District.
- (B) Typical uses with associated parking identifiers in Table 1—§ 159.32) in the C1 zone are as follows. These typical uses can be added to by the Zoning Officer on a case by case basis ensuring that the use is comparable to the following typical uses. Off street parking requirements are specified in §159.47.

- (1) Bakery products (retail sales only) ~~—retail 9 & 26~~, Barber shop ~~10 & 26~~, Beauty shop ~~10 & 26~~
- (2) Cameras, studios, and photographic supplies - retail ~~9 & 26~~, Candy, nuts, and confectionary – retail ~~9 & 26~~, Cigars and cigarettes – retail ~~9 & 26~~. Clothing and related accessories - retail ~~9 & 26~~, Clothing or accessories – retail used or second-hand ~~9 & 26~~, Custom tailoring ~~10 & 26~~
- (3) Dairy products - retail ~~9 & 26~~, Dentist office ~~10 & 26~~, Drugs and sundries - retail ~~9 & 26~~
- (4) Eggs and poultry retail ~~9 & 26~~
- (5) Fish and seafood retail ~~9 & 26~~, Fruits and vegetables - retail ~~9 & 26~~
- (6) Groceries (with or without meats retail ~~9 & 26~~
- (7) Newspapers, magazines, or books retail ~~9 & 26~~
- (8) Optical goods retail ~~10 & 26~~
- (9) Pet grooming no overnight ~~10 & 26~~, Physician office ~~10 & 26~~, Professional office (any with one professional) ~~11 & 26~~
- (10) Shoe repair shop ~~9 & 26~~, Stationery – retail ~~9 & 26~~
- (11) Watch, clock, and jewelry repairing ~~9 & 26~~

(C) Accessory building or use customarily incidental to the above uses. Any building used primarily for any of the above purposes may not have more than 40% of its floor area devoted to industrial or storage purposes incidental to such primary use, and provided that not more than five persons are employed at any one shift in connection with such incidental use.

(D) Any of the above-named uses are allowed provided the following conditions are met:

- (1) No outside storage; and
- (2) A maximum of ~~1500~~ 2,000 square feet of total floor area. ~~±~~

~~(3)~~ However, no total floor area size limitation shall apply where a block or contiguous area of 1500 square feet is 50% or more commercial use at the date of passage of this chapter.

(E) Special uses as may be permitted by § 159.45 of this chapter.

(Ord. 96-4835, passed 4-16-1996)

**§ 159.27 C2 ACCOMMODATION COMMERCIAL DISTRICT**

(A) Any use permitted in C1 Neighborhood Commercial District.

(B) Typical uses ~~with associated parking identifiers in Table 1—§ 159.32)~~ in the C2 zone are as follows. These typical uses can be added to by the Zoning Officer on a case by case basis ensuring that the use is comparable to the following typical uses. Off street parking requirements are specified in §159.47.

- (1) Accounting, auditing, or bookkeeping office ~~13 & 26~~, Advertising services (office only) ~~13 & 26~~, Antiques - retail ~~10 & 26~~, Automobiles and other motor vehicle sales (if entirely indoors) ~~16 & 26~~, Automotive parts and equipment sales (if entirely indoors) ~~10 & 26~~, Automobile parking - garage (under roof) ~~26 & 50~~

- (2) Banking services ~~13 & 26~~, Beverage sales (alcoholic) ~~10 & 26~~, Bicycle sales and repair ~~10 & 26~~, Billiard and game rooms ~~9 & 26~~, Blueprinting and photocopying ~~13 & 26~~, Bowling alley ~~37 & 26~~, Business offices ~~13 & 26~~, Business management and consulting services ~~13 & 26~~
- (3) China, glassware, or metalware - retail (no outdoor storage) ~~10 & 26~~, Consumer and mercantile credit reporting services ~~13 & 26~~, Credit services ~~13 & 26~~
- (4) Dental clinic ~~11 & 26~~, Dentists and physicians (multi-professional offices) ~~11 & 26~~, Detective, protective, or investigative services ~~13 & 26~~, Direct mail advertising services ~~13 & 26~~, Draperies, curtains and upholstery retail ~~10 & 26~~, Educational or scientific research (under roof) ~~13 & 26~~, Civic, social and fraternal organizations ~~33 & 26~~, Electric appliance repair (except radio and television) and sales ~~10 & 26~~, Employment services (agency) ~~13 & 26~~, Engineer/Architect's office ~~101 & 26~~
- (5) Florists - retail ~~16 & 26~~, Footwear - retail ~~10 & 26~~, Furriers and fur apparel - retail ~~11 & 26~~, Funeral home ~~36 & 26~~, Furniture or home furnishings - retail ~~10 & 26~~
- (6) Gasoline service station (only if there are no accessory open uses on the premises) ~~11 & 26~~, Gifts, novelties, and souvenirs sales - retail ~~10 & 26~~, Gymnasiums or athletic clubs ~~33 & 26~~
- (7) Holding and investment services offices ~~13 & 26~~, Hospital ~~31 & 26~~, Hotel ~~29 & 26~~
- (8) Insurance agent or broker offices ~~13 & 26~~
- (9) Labor unions (and halls) ~~33 & 26~~, Laundering and dry-cleaning establishment ~~47 & 26~~
- (10) Law offices ~~13 & 26~~, Limited price variety store - retail ~~10 & 26~~
- (11) Mail order houses - retail ~~13 & 26~~, Management services ~~13 & 26~~, Meats and meat products - retail ~~10 & 26~~, Medical clinic (out-patient services only) ~~11 & 26~~, Medical laboratory ~~13 & 26~~, Motel ~~29 & 26~~, Motion picture distribution and services ~~13 & 26~~, Municipal and governmental buildings ~~13 & 26~~
- (12) News syndicate services ~~13 & 26~~
- (13) Offices, general ~~34 & 26~~, Offset press ~~13 & 26~~
- (14) Photofinishing ~~10 & 26~~, Prepared foods (delicatessen/catering) – retail ~~8 & 26~~, Prepared yard goods - retail ~~10 & 26~~
- (14) Real estate agent, operator or broker ~~13 & 26~~, Real estate operative buildings (business office) ~~13 & 26~~, Real estate subdividing or developing services (office) ~~13 & 26~~, Recreation center (indoors) ~~9 & 26~~, Reducing salon ~~11 & 26~~, Restaurant ~~5 & 26~~, Restaurant (drive-in) ~~1 & 26~~, Restaurant, self-service (cafeteria) ~~3 & 26~~
- (15) Second-hand merchandise (general) - retail ~~10 & 26~~, Security brokers or dealers ~~13 & 26~~, Security and commodity exchanges ~~13 & 26~~, Shoe repair or shoe shining ~~10 & 26~~, Sporting goods - retail ~~10 & 26~~, Stenographic services ~~13 & 26~~
- (16) Title abstracting services ~~13 & 26~~, Trading stamp redemption store - retail ~~10 & 26~~, Travel service ~~13 & 26~~
- (17) Welfare and charitable services ~~12 & 26~~
- (C) Accessory building or use customarily incidental to the above uses. Any building used primarily for any of the above purposes may not have more than 40% of its floor area devoted to industrial or storage purposes incidental to such primary use, and provided that not more than five persons are employed at any one time or on any one shift in connection with such incidental use.
- (D) Any of the above-named uses are allowed provided there is no outside storage.
- (E) Any C1 or higher uses not named in C2 shall have the parking standards as established in C1.
- (F) Special uses as may be permitted by § 159.45 of this chapter.

(Ord. 96-4835, passed 4-16-1996)

**§ 159.28 C3 SERVICE COMMERCIAL DISTRICT**

(A) Any use permitted in the C3 Accommodation Commercial District.

(B) Typical uses ~~with associated parking identifiers in Table 1—§ 159.32)~~ in the C3 zone are as follows. These typical uses can be added to by the Zoning Officer on a case by case basis ensuring that the use is comparable to the following typical uses. Off street parking requirements are specified in §159.47.

- (1) Advertising services (including outdoor) ~~23 & 26 & 34~~, Amphitheater ~~24 & 26~~, Automobile and other motor vehicle sales ~~22 & 34~~, Automotive parts and equipment sales ~~11 & 26~~
- (2) Bicycles ~~26~~, Bus passenger terminal ~~12 & 26~~
- (3) Custodial service ~~34 & 36~~
- (4) Department store ~~12 & 26~~
- (5) Equipment rental and leasing ~~12 & 26~~, Electrical service supply and sales - general ~~12 & 26~~, Exterminating service ~~12 & 26~~
- (6) Farm and garden supplies ~~14 & 26~~, Floor coverings ~~12 & 26~~, Furniture or repair of home furnishings ~~12 & 26~~
- (7) Gasoline service station (if there are open uses on the premises) ~~7 & 26~~, Golf driving range ~~26 & 36~~
- (8) Hardware - retail ~~12 & 26~~, Heating and plumbing equipment - retail ~~13 & 26~~, Household appliances - retail ~~12 & 26~~
- (9) Ice skating ~~5 & 26~~
- (10) Legitimate theater ~~24 & 26~~
- (11) Marine craft and accessories - retail ~~22 & 26~~, Marine craft rental and leasing ~~22 & 26~~, Mental hospital and other rehabilitation institutions ~~26 & 30~~, Miniature golf ~~26 & 36 & 37~~, Motion picture theater (indoor) ~~24 & 26~~, Motion picture theater (outdoor) ~~26 & 49~~, Motor vehicle painting or upholstering ~~14 & 26~~, Motor vehicle rental and leasing ~~14 & 26~~, Motor vehicle repair ~~10 & 26~~, Motor vehicle washing ~~10 & 26~~, Musical- instruments and supplies - retail ~~12 & 26~~
- (12) Night club, tavern or lounge ~~3 & 26~~
- (13) Optical goods ~~12 & 26~~
- (14) Paint, glass and wallpaper- retail ~~12 & 26~~, Painting, paper hanging, and other decorating ~~12 & 26~~, Penny arcade and game room ~~5 & 26~~, Plumbing, heating, and air-conditioning repair services ~~14 & 26~~, Prisons, jails, reform schools, and other correctional institutions ~~10 & 26~~
- (15) Radio broadcasting station ~~21 & 26~~, Roller skating ~~5 & 26~~, Radio and television (sales and services) ~~12 & 26~~
- (16) Television broadcasting station ~~21 & 26~~, Tennis club ~~36~~, Tennis court ~~36~~
- (17) Veterinary hospital (with no outside kennels) ~~14 & 26~~

(C) Accessory building or use customarily incidental to the above uses. Any building used primarily for any of the above purposes may not have more than 40% of its floor area devoted to industrial or storage purposes incidental to such primary use, and provided that not more than five persons are employed at any one time or on any one shift in connection with such incidental use.

(D) No outside storage except vehicles, boats, rental equipment, farm and garden supplies.

(E) Special uses as may be permitted by § 159.45 of this chapter.

(Ord. 96-4835, passed 4-16-1996)

**§ 159.29 C4 GENERAL COMMERCIAL DISTRICT**

(A) Any use permitted in the C3 and Service Commercial District

(B) Typical uses ~~with associated parking identifiers in Table 1 – § 159.32~~ in the C4 zone are as follows. These typical uses can be added to by the Zoning Officer on a case by case basis ensuring that the use is comparable to the following typical uses. Off street parking requirements are specified in §159.47.

(1) Aircraft rental and leasing service ~~26 & 34 – 49~~, Aircraft storage and equipment maintenance ~~26 & 34 – 49~~, Air-conditioning, refrigeration equipment and supplies wholesale ~~26 & 34 – 49~~, Airport and flying field terminals (freight and passenger) ~~26 & 34 – 49~~

(2) Bakeries (production and sale) ~~26 & 34 – 49~~, Beer, wine, and distilled alcoholic beverages - wholesale ~~26 & 34 – 49~~, Blacksmith shop ~~26 & 34 – 49~~, Books and other printed materials - wholesale ~~26 & 34 – 49~~, Building construction - general contracting services ~~26 & 34 – 49~~, Building materials - retail and wholesale ~~26 & 34 – 49~~, Bus garaging and equipment maintenance ~~26 & 34 – 49~~

(3) Cameras and photographic supplies - wholesale ~~26 & 34 – 49~~, Carpentering and wood flooring ~~26 & 34 – 49~~, Carting, express, hauling, or storage yard ~~26 & 34 – 49~~, Cigars and cigarettes - wholesale ~~26 & 34 – 49~~, Clothing and related accessories - wholesale ~~26 & 34 – 49~~, Commercial and industrial machinery, equipment and supplies - wholesale ~~26 & 34 – 49~~, Concrete/cement contracting services ~~26 & 34 – 49~~, Confectionary - wholesale ~~26 & 34 – 49~~

(4) Dairy products - wholesale ~~26 & 34 – 49~~, Drugs and sundries - wholesale ~~26 & 34 – 49~~, Drugs, chemicals, and allied products - wholesale ~~26 & 34 – 49~~

(5) Electrical apparatus and equipment, wiring supplies and construction equipment - wholesale ~~26 & 34 – 49~~, Electrical appliances, televisions, and radios - wholesale ~~26 & 34 – 49~~, Electronic parts and equipment - wholesale ~~26 & 34 – 49~~

(6) Farm machinery and equipment - wholesale ~~26 & 34 – 49~~, Farm equipment - retail ~~26 & 34 – 49~~, Farm products warehousing and storage (except stockyards) ~~26 & 34 – 49~~, Fish and sea foods - wholesale ~~26 & 34 – 49~~, Furniture and home furnishings - wholesale ~~26 & 34 – 49~~, Fruits and vegetables - wholesale ~~26 & 34 – 49~~, Fur repair, storage, and cleaning services ~~26 & 34 – 49~~, Food lockers (with or without food preparation) facilities ~~26 & 34 – 49~~, Footwear - wholesale ~~26 & 34 – 49~~, Freight forwarding services ~~26 & 34 – 49~~

(7) General warehousing and storage ~~26 & 34 – 49~~, Groceries wholesale ~~26 & 34 – 49~~

(8) Hardware wholesale ~~26 & 34 – 49~~, Hay, grain and feeds ~~26 & 34 – 49~~, Household goods warehousing and storage ~~26 & 34 – 49~~

(9) Jewelry - wholesale ~~26 & 34 – 49~~

(10) Laundering, dry-cleaning, or dyeing services ~~10-26 & 34~~, Linen supply and industrial laundry services ~~26 & 34 – 49~~, Lumber yards - retail ~~12-26 & 34~~, Lumber and construction materials storage yard - wholesale ~~26 & 34 – 49~~

(11) Machinery, equipment and supplies - wholesale ~~26 & 34 – 49~~, Masonry, stonework, tile settings, and plastering services ~~26 & 34 – 49~~, Meat and meat products – wholesale (no slaughtering) ~~26 & 34 – 49~~, Metals and minerals (except petroleum products and scrap) - wholesale ~~26 & 34 – 49~~, Milk distribution station ~~26 & 34~~, Military bases, reservations, or administrative offices ~~26 & 34~~, Military communications centers ~~26 & 34~~, Military storage or transportation centers ~~26 & 34~~, Military training bases ~~26 & 34~~, Motor freight garaging and equipment maintenance ~~26 & 34~~, Motor freight terminals ~~26 & 34~~

(12) Newspapers and magazines - wholesale ~~26 & 34~~

(13) Packing and crating services ~~26 & 34 – 49~~, Paper and paper products - wholesale ~~26 & 34~~, Plumbing and heating equipment and supplies - wholesale ~~12-26 & 3~~, Poultry and poultry products - wholesale ~~26 & 34 – 49~~, Prepared yard goods - wholesale ~~26 & 34 – 49~~, Printing establishments ~~12-26 & 34~~, Printing establishments (type casting) ~~12-26 & 3~~, Professional equipment and supplies - wholesale ~~26 & 34 – 49~~

(14) Radio transmitting stations ~~26 & 34-49~~, Railroad equipment and maintenance ~~26 & 34~~, Railroad terminals (freight) ~~26 & 34~~, Railroad terminals (passenger) 12-26 & 34, Refrigerated warehousing ~~26 & 34~~, Roofing and sheet metal services 26 & 34-49

(15) Sporting goods - wholesale ~~12-26 & 34~~, Television transmitting stations and towers ~~26 & 34-49~~

(16) Tobacco and tobacco products (warehousing) ~~26 & 34~~, (75) Transportation equipment and supplies ~~26 & 34~~

(17) Veterinary hospital or clinic for larger domestic or farm animals or boarding kennels or any other form of overnight boarding ~~14 & 26~~

(18) Water well drilling services ~~26 & 34~~

(19) Warehouses, bulk storage, commercial, and light industrial operations, normally using only light machinery, and which are carried on entirely within enclosed roofed buildings, the use conform to the following performance standards ~~22 & 26 & 34~~

(a) Smoke and Fly Ash. The developer, or the owner if not the developer, of a structure in this district shall, in writing, certify to the Planning Commission via the Zoning Officer that all requirements of the Illinois and Federal Environmental Protection Agencies will be complied with. Also, the developer shall attach to the written certification a copy of the germane regulations. Refer to Environmental Protection Act, Subpart B: Visual Emissions, Section 212.123.

~~(b) — Fly Ash. Refer to Environmental Protection Act, Subpart E: Particulate Matter Emissions from Fuel Combustion Emission Sources, Section 212.202.~~

(b) Dust. No dust of any kind produced by the industrial operations shall be permitted to escape beyond the confines of the building in which it is produced.

(c) Odor. No noxious odor of any kind shall be permitted to extend beyond the lot lines.

(d) Gases and Fumes. No gases or fumes, toxic to persons or injurious to property shall be permitted to escape beyond the building in which they occur.

(e) Glare. No glare shall be seen from any street or any residential area.

(f) Vibration. No ~~intense~~ earth shaking vibration shall be created or maintained by any industry beyond the boundary lines of the tract on which it is located. However, the Planning Commission may recommend to the City Council a limited time period when slight earth shaking maybe allowed outside of the property boundaries under special circumstances, such as pile driving. Provide; however, that the property owner and developer shall both be liable for any damage to structures or property external to the development.

(g) Noise and Sound. A maximum of 70 decibels at the property line is permitted. Noise is required to be muffled so as not to become objectionable due to intermittence, beat frequency or shrillness. Sound may equal but not exceed street traffic noise in the vicinity during a normal day shift period.

(C) Special uses as may be permitted by § 159.45 of this chapter.

(Ord. 96-4835, passed 4-16-1996)

### **§ 159.30 C5 SHOPPING CENTER DISTRICT**

Any use permitted in C1, C2, and C3 Commercial Districts and conforming to the performance standards set forth in Planned Unit Development Code contained in Chapter 157, "Subdivision Regulations." ~~§159.52. Ordinance No. 88-4581~~

(Ord. 96-4835, passed 4-16-1996)

### **§ 159.31 I INDUSTRIAL DISTRICT**

(A) Any use permitted in the C4 Commercial District, except dwellings.

(B) Adult only business, such as an adult books store or any place that allows for partial or whole nudity for the entertainment of its customers. This type of business requires a special use permit per the procedures of this chapter. In addition, Chapter 102, "Obscenity," regulates what is commonly referred to as "adult entertainment."

- (C) Bottling works, with or without wholesale sales .
- (D) Carting, express, hauling, or storage yard.
- (E) Composting plant.
- (F) Distillery, with or without wholesale sales.
- (G) Garbage grinding station.
- (H) Hides, skins, and raw furs storage and processing.
- (I) Petroleum bulk stations and terminals wholesale and refining.
- (J) Prepared foods (packing or canning) wholesale.
- (K) Refuse incineration (commercial).
- (L) Scrap and waste materials.
- (M) Stockyards.
- (N) Sanitary landfill.

(O) Any other industrial use which requires both buildings and open area for manufacturing, fabricating, processing, extraction, heavy repairing, dismantling, storage of disposal or equipment, raw materials manufactured products or wastes, and provided the use conforms to the following performance standards:

- (1) Smoke. Refer to Environmental Protection Act, Subpart B: Visual Emissions, Section 212.123.
- (2) Fly Ash. Refer to Environmental Protection Act, Subpart E: Particulate Matter Emissions from Fuel Combustion Emission Sources, Section 212.202.
- (3) Dust. No dust of any kind produced by the industrial operations shall be permitted to escape beyond the limits of the property being used.
- (4) Odor. No noxious odor of any kind shall be permitted to extend beyond the lot lines.
- (5) Gases and Fumes. No gases or fumes toxic to persons or injurious to property shall be permitted to escape beyond the building in which they occur.
- (6) Glare. No glare shall be seen from any street or any residential area.
- (7) Vibration. No intense earth-shaking vibration shall be created or maintained by any industry beyond the boundary lines of the tract on which it is located.
- (8) Noise and Sound. A maximum of seventy (70) decibels at the property line is permitted. Noise is required to be muffled so as not to become objectionable due to intermittence, beat frequency or shrillness. Sound may equal but not exceed street traffic noise in the vicinity during a normal day shift work period.
- (9) Special uses as may be permitted by § 159.45 of this chapter.

(Ord. 96-4835, passed 4-16-1996)

**§ 159.32 TABLE 1 PARKING STANDARDS [RESERVED]**

Identifiers	Standards
1	35 square feet of total floor area requires 1 parking space
2	50 " " " " " " " " "

3	70 " " " " " " " " "
4	75 " " " " " " " " "
5	100 " " " " " " " " "
6	125 " " " " " " " " "
7	150 " " " " " " " " "
8	200 " " " " " " " " "
9	250 " " " " " " " " "
10	300 " " " " " " " " "
11	350 " " " " " " " " "
12	400 " " " " " " " " "
13	450 " " " " " " " " "
14	500 " " " " " " " " "
15	550 " " " " " " " " "
16	600 " " " " " " " " "
17	700 " " " " " " " " "
18	750 " " " " " " " " "
19	800 " " " " " " " " "
20	900 " " " " " " " " "
21	1000 " " " " " " " " "
22	2000 " " " " " " " " "
23	1 per 2 picnic tables
24	1 per 4 seats
25	.5 per employee, when the largest number is present
26	1 per employee, when the largest number is present
27	2 per employee, when the largest number is present
28	1 per parking space
29	1 per unit
30	1 per bed
31	1 per 2 beds
32	1 per employee on the largest shift
33	1 per 3 employees
34	1 per business vehicle
35	1 per camping station

36	a number which equals 30% of capacity
37	2 per lane
38	1.5 per rooming unit
39	1 per each 3 students
40	1 per each 6 students
41	1 per each 8 seats in auditorium
42	2 per each 3 employees
43	2 per mobile home
44	1 per each 300 sq. ft. of total floor area over 100 sq. ft. + 1 per each vehicle maintained
45	1 per each 10 students
46	1 per each 2 employees
47	1 per each 2 machines
48	1 per each 2000 sq. ft. of total property
49	1 per customer vehicle
50	As may be specified by Mattoon Board of Zoning Appeals
51	1 per each resident member

(Ord. 96-4835, passed 4-16-1996)

## SPECIAL USES AND OTHER GENERAL REGULATIONS

### § 159.45 SPECIAL USES

(A) Definition. A special use is one which may be allowed in particular districts provided that certain special conditions or requirements are met. No special use shall be allowed until such times as the City Council has favorably acted upon a petition for such special use, in accordance with the following procedure.

(B) Procedure. All petitions for a special use shall follow the procedures specified in § 159.05 ~~33.095~~ of this chapter code.

(C) Requirements.

(1) The maximum building height for special uses shall be as specified in § 159.48 for the particular district in which the special use is proposed.

(2) The amount of off-street parking for special uses shall meet the minimum standards of § 159.47, for the district in which the special use is proposed. ~~except where a more stringent standard is indicated in Table 2 (§ 159.46).~~ Provide; however, that the Planning Commission, base on the nature of the special use, may set a higher number of minimum off street parking place specified by § 159.47.

(3) Provisions and exceptions for special uses.

(a) The maximum height requirements as stated in § 159.48 may be increased if buildings are set back from front and rear property lines, one foot for each two feet of additional height above the maximum requirement.

(b) In all districts, spires, church steeples, chimneys, cooling towers, elevator bulkheads, fire towers, scenery, lofts, and essential mechanical appurtenances may be erected to ~~any~~ a height not prohibited by other ~~laws or chapters of this code or federal or State of Illinois regulations or law.~~

(c) A ~~church or temple~~ recognized religious structure requiring parking area at times when nearby uses do not need their parking facilities, may by a private written agreement approved by the ~~Board~~ Planning Commission, ~~utilize~~ use such facilities in lieu of providing their own parking facilities.

(d) Open parking areas shall be paved with concrete, asphalt ~~hard~~ or an engineered dust free pervious surface.

(e) Appropriate plantings, buffer areas, fences, lighting controls and other aesthetic conditions may be required as a condition to the granting of a special use.

(D) Requirement standards for industrial parks. Industrial parks, which may include all permitted light industrial uses.

(1) The tract of land involved shall be of an area of not less than ten acres;

(2) The owner or owners of such tract of land shall have:

(a) Prepared a plat for a subdivision of the entire tract;

(b) Prepared a development plan for such entire tract;

(c) Obtained the Planning Commission approval of both the plat for the subdivision and the development plan ~~according to~~ per the requirements of the Subdivision Control chapter, City of Mattoon, and this chapter.

(3) There shall be one principal entrance to the industrial park from any major thoroughfare (fronted highway) bordering the tract, which shall be designed so that traffic at its intersection with the frontal highway may be controlled and so that there will be adequate storage space for traffic destined to enter the frontal highway or to leave the industrial park.

(4) There shall be no direct entrance or exists from parking areas or structures into the frontal highway (or highways) but a service drive parallel to the main traffic way may be provided for such access. Traffic on the service drive shall enter the main trafficway via the principal entry.

(5) Wherever the industrial park and adjacent residential districts have any common ~~or joint~~ boundary, an area with a width of at least 25 feet shall be provided for the full length of such boundary for a planting screen, planted with shrubs and trees so as to provide a tight screen effective at all seasons of the year.

(6) The owner or owners shall provide a plan for the installation of adequate facilities for the disposal of human and industrial wastes meeting the approval of the State or County Department of Health, as the case may be.

(7) The owner or owners shall establish in the restrictions which are a part of the plat for the subdivision a perpetuating organization for the maintenance of the industrial park property, such as roads and planting areas, the approval of building plans and other improvements, and the future maintenance of the park.

(8) The development plan shall indicate the arrangement of the interior roads to provide a unified, self-contained arrangement of industrial sites. The basic concept of the interior road plan shall be subject to the approval of the Planning Commission and any modification or alterations in the basic plan shall likewise be subject to such approval.

(9) The development plan shall show building lines established so that no building or structure shall be erected on any tract within the park nearer to the center line of any interior road than 85 feet nor nearer than 100 feet to the property line of any bordering highway, and no building shall be erected closer to the side line of a tract than 35 feet and not closer to an adjoining residential district than 75 feet.

(10) No loading docks may be erected or used fronting on a bordering highway. Provisions for loading or unloading operations and any handling of freight or materials outside of buildings shall be located so as not to face on bordering highways.

(11) No part of a parking area for passenger vehicles shall be closer than 25 feet and no part of a loading or unloading area or parking area for trucks shall be closer than 100 feet to an adjoining residential district. All parking, loading and unloading areas shall be paved with a suitable ~~last preventative~~ non-permeable hard surface.

(12) The areas in front and on the sides of buildings shall be developed ~~in accordance with~~ per a well-designed landscape plan, and such areas shall be perpetually maintained to the satisfaction of the ~~Industrial Park Organization Planning Commission~~.

(13) One off-street parking space shall be required for each ~~four~~ two employees, when the largest numbers of employees are present.

(E) Nonconforming uses.

(1) The lawful use of a building or premises existing at the time of passage of this chapter may be continued although such use does not conform to the provisions hereof. A nonconforming use may be extended throughout a building provided no structural alterations, except those required by law, are made therein. A nonconforming use may be changed to a conforming use or to a use permitted in a district of greater restrictions, such use shall not thereafter be changed to a nonconforming use or less restricted use. These provisions apply in the same manner to a use which may become a nonconforming use due to a later amendment of this chapter.

(2) In the event that a nonconforming use of any building or premises is discontinued for a period of one year, the use of the same shall thereafter conform to the use permitted in the district in which it is located.

(3) No building shall be erected upon any premises devoted to a nonconforming use, and no building located upon any such premises, which has been damaged by fire or other causes to the extent of more than ~~75%~~ 51% of its value, shall be repaired or rebuilt except in conformity with the regulations of this chapter.

(4) The ~~Building/Code Zoning~~ Official may authorize, by written permit, in a residential district for a period of not more than one year from the date of such permit, a temporary building for commercial or industrial use related to the residential development of said district.

(5) No building whose use does not conform to the provisions of this chapter shall be enlarged, extended, reconstructed or structurally altered, except when required by law ~~or chapter~~, unless such use is changed to a use permitted in the district in which such building or premises is located.

(6) As of April 16, 2001 any nonconforming open use of land shall be should have been discontinued within five years from the date of passage of this chapter per the five year grace period granted by ordinance 96-4835.

(7) These provisions apply in the same manner to a use which may become a nonconforming use due to a later amendment to this chapter.

(8) Nothing herein contained shall require any change in the plans, construction or designated use of a building for which a building permit has been heretofore issued and the construction of which has been diligently prosecuted within 90 days of the date of such permit and which entire building shall be completed, according to such plans, as filed, within 18 months (that date being October 16, 1997) from date of passage of this chapter.

(Ord. 96-4835, passed 4-16-1996)

**§ 159.46 TABLE 2 SPECIAL USES, DISTRICTS AND PARKING REQUIREMENTS**

Type of Use**	Permitted In	Parking Identifiers
<u>Adult only business, such as an adult books store or any place that allows for partial or whole nudity for the entertainment of its customers.</u>	I	

Agriculture	All districts, <u>external to the corporate limits, but within 1.5 miles of the corporate limits.</u>	Not applicable
Amusement Park	See Planned Unit Development Code Ordinance No. 88-4581	
Art & music schools	C1, C2, C3	<del>26 &amp; 39</del>
Auditorium, arena, field house, stadiums	RS, C3, C4	50
Barber & beauty schools	C1, C2, C3	<del>26 &amp; 39</del>
Boarding or lodging house	R3, C1, C2, C3, C4	<del>26 &amp; 38</del>
Boat rentals	RS, C2	<del>22 &amp; 26</del>
Botanical gardens, zoos & other native exhibits	RS	<del>26 &amp; 50</del>
Business schools	C1, C2, C3	<del>26 &amp; 39</del>
Camping and/or picnic areas	RS, C1, C2, C3	<del>35 or 23 &amp; 50</del>
Cemeteries	All except C5 & I	50
Churches, synagogues & temples	RS, RI, R2, R3, C1, C2, C3 & C4	24
Civil defense activities	C1, C2, C3, C4 & I	<del>See § 159.47</del>
Civic, social, or fraternal organizations	C2, C3	<del>5 &amp; 26</del>
Colleges or universities	C1, C2, C3	<del>26 &amp; 40</del>
Dancing schools	C1, C2, C3	<del>26 &amp; 39</del>
Driving schools	C1, C2, C3	<del>26 &amp; 39</del>
Elementary schools (grades K-6, public or parochial)	RS, RI, R2, R3, C1, C2, C3	<del>26 &amp; 41</del>
Equipment rental and leasing	C1, C2	<del>42</del>
Exhibition halls	All except RI, R2, R3	50
Fairgrounds	All except RI, R2, R3	50
Fire station	All	26
Golf course, country club	RS, RI, R2, R3, C1, C2	
Gymnasium	RS, C1, C2	<del>26 &amp; 36</del>
Heliport	C2, C3	<del>26 &amp; 34</del>
Historical- sites & monuments	All	50
Home occupation	All	<del>See § 159.04</del>

Industrial park	RS, C1, C2, C3, C4 & I	See § 159.45
Junior colleges	C1, C2, C3	<del>26 &amp; 40</del>
Labor unions & halls	C1	8
Legitimate theaters	C2	24
Libraries, museums, planetariums, aquariums	RS, C1, C2, C3	46
Livestock - wholesale	RS, I	
Mental hospitals & other rehabilitation institutions	R3, C1, C2	<del>46 &amp; 30</del>
Military bases, administration	C2, C3	<del>26 &amp; 34</del>
Military school	C1, C2, C3	39
Mineral extraction	RS, C4, I	26
Mobile homes	R3, C1, C2 (see Municipal Code, § 158.61)	
Mobile home parks	See Planned Unit Development Code	
Motion picture theaters (indoors)	C2, C5	24
Motion picture theaters (outdoors)	RS, I	<del>26 &amp; 49</del>
Nursery schools, preschools, day care homes and day care centers	All except C4, C5 & I	25
Nursing homes or homes for aged	R3, C1, C2, C3	<del>26 &amp; 34</del>
Park	RS, R2, R3, C1, C2	50
Parks - leisure & ornamental	RS, RI, R2, R3, C1, C2, C5	50
Police station	C1, C2, C3, C4 & I	<del>26 &amp; 34</del>
Post office or postal sub-station	C1, C2, C3	<del>26 &amp; 44</del>
Playfields or athletic fields	RS, R1, R2, R3, C1	50
Playgrounds	RS, R1, R2, R3, C1	50
Professional schools	C1, C2, C3	<del>26 &amp; 39</del>
Public utility transmission lines, substation & equipment storage to be permitted in all districts	Parking requirements not applicable	
Race tracks or go-cart tracks	All except RI, R2, R3, & C1	50
Recreational centers	RS, C1	8
Riding stables	RS, C4, & I	36
Salvage yards	I	32

Secondary schools, public or parochial - grades 7-12	RS, RI, R2, R3, C1, C2, C3	<del>26 &amp; 45</del>
Shopping centers*	C5	See § 159.47
Sorority or fraternity houses	R3, C1	<del>26 &amp; 51</del>
Swimming beaches (public)	RS, R3, C1, C2	<del>50</del>
Swimming pools (public)	RS, R3, C1, C2	<del>36</del>
Tennis clubs or other athletic clubs	RS, C1, C2, C3	<del>36</del>
Tennis courts	RS, RI, R2, R3	<del>36</del>
Planned Unit Development	See Planned Unit Development Code	
Utilities company	CE, C3, C4, C5 & I	<del>26 &amp; 44</del>
Vocational or trade schools	C1, C2, C3	<del>26 &amp; 39</del>
Welfare and charitable services	C1	<del>25</del>
**Must conform to Planned Unit Developmental Code. *Must conform to § 159.47, Requirement Standards.		

(Ord. 96-4835, passed 4-16-1996; Am. Ord. 96-4872, passed 10-15-1996)

#### § 159.47 MINIMUM REGULATIONS FOR OFF-STREET PARKING

(A) In order to lessen or avoid congestion in the public streets and to promote convenience, safety, and welfare, the following standards shall be the minimum off-street parking space requirements for all additions and new uses unless higher standards are established elsewhere within this chapter:

RS <del>Rural</del> Suburban District	2 per dwelling unit; and all non-dwelling units, not identified elsewhere, shall comply to C1 parking minimums
RI Single-Family Residence District	2 per dwelling unit; and all non-dwelling units, not identified elsewhere, shall comply to C1 parking minimums
R2 Two-Family Residence District	2 per dwelling unit; and all non-dwelling units, not identified elsewhere, shall comply with C1 parking minimums
R3 Multiple-Family Residential District	2 per dwelling unit and an additional parking space for each employee on the largest shift
C1 Neighborhood Commercial District	2 per each 3 customer seating or waiting spaces (or 1 per each 100 square feet of gross floor area) and 1 additional parking spot per each employee
C2 Accommodation Commercial District	1 per each 2 customer seating or waiting spaces (or 1 per each 200 square feet of gross floor area)* and one per each employee when the largest number of employees are present
C3 Service Commercial District	1 per each 3 customer seating or waiting spaces (or 1 per each 300 square feet of gross floor area)* and 1 per each employee when the largest number of employees are present
C4 General Commercial District	1 per each 2 customer seating or waiting spaces (or 1 per each 600 square feet of gross floor area)* and 1 per each company vehicle and each employee when the largest number of employees are present

C5 Shopping Center District	1 per each 300 square feet of gross leasable area
I Industrial District	1 per each <del>3</del> <u>two</u> employees on the largest shift or 1 per each 3 employees when the largest number of employees are present
*Whichever is greater.	

(B) Vehicle parking spaces required herein are the minimum to be provided. Open area devoted to vehicle parking may be used in computing open spaces required by this chapter. Where there is more than one use in a building, the combined requirements per use will apply. A minimum of one parking space per use is required. If the calculated number of parking spaces is fractional, the required parking spaces shall equal the next whole number.

(C) Space for off-street vehicle parking may be provided on the lot occupied by the building which it serves, or on adjacent or nearby areas, but such parking areas shall be counted only once in determining off-street parking requirements for individual or groups of buildings.

(D) Groups of stores or other buildings and uses requiring off-street parking facilities as prescribed herein may join in establishing group parking lots with adequate capacity for all the buildings and uses participating in their establishment.

~~(E) A church or other place of congregation which requires parking facilities at times when other nearby uses would not require established parking facilities, may enter into a joint agreement for the use of such facilities and, if such agreement is approved by the Zoning Board of Appeals, the Board may relieve the church or other place of congregation from establishing its own off-street parking facilities.~~ *(Note to Planning Commission: This is covered by §159.45(C)(3)(c).*

(E) The regulations herein prescribed shall not apply to lots located in a block within a C3 District which, at the time of passage of this chapter, was occupied by structures used for commercial purposes totaling fifty 50% or more of the area of the block.

~~(F) Any use which locates in a lower zoning district where it is not specifically listed by name, per §§ 159.21 through 159.31, shall conform to the minimum parking requirements of the district where the use is permitted or listed, that use as indicated in §§ 159.21 through 159.31. However, any use which locates in a higher zoning district where it is not specifically listed by name shall conform to the maximum parking requirements of that use as indicated in §§ 159.21 through 159.31. When a use is not named in §§ 159.21 through 159.31, then the maximum parking requirements of § 159.47 shall apply.~~

(Ord. 96-4835, passed 4-16-1996)

### § 159.48 HEIGHT REGULATIONS

Buildings hereafter erected or altered shall not exceed the following prescribed maximum heights in each respective district.

- (A) RS Suburban & RI Single-Family Residence Districts: maximum dimension 35 feet.
- (B) R2 Two-family Residence District: 35 feet.
- (C) R3 Multiple-family Residence District: 70 feet.
- (D) C1 and C2 Commercial Districts: 35 feet.
- (E) C3 Service Commercial District: 70 feet.
- (F) C4 general commercial district: 108 feet.
- (G) C5 shopping center district: 50 feet.
- (H) I industrial district: 108 feet.

- (I) In residence districts dwellings may be increased in height by not more than ten feet, provided that for each two feet of height above 35 feet, they shall be set back one additional foot from each side yard as required herein.
- (J) Chimneys, cooling towers, elevator bulkheads, fire towers, monuments, penthouses, stacks, tanks, stage towers, scenery lofts, water towers, ornamental towers and spires, radio towers or necessary mechanical appurtenances may be erected to heights ~~in accordance with~~ per architectural custom and with existing or hereafter adopted chapters or building codes.
- (K) Public, semi-public, or public service buildings, churches, temples or schools may be erected to a height of 60 feet in a residence district, providing that for each two feet of additional height over 35 feet, the building shall be set back from the minimum front yard line one additional foot.
- (L) Any building may be erected in the C4 general commercial district to a height greater than 108 feet if the portion of the building above 108 feet is set back from all street and lot lines one foot for each three feet of additional height.
- (M) Accessory buildings shall not exceed 18 feet in height.
- (N) All heights specified herein shall be measured from the ground lot level.
- (Ord. 96-4835, passed 4-16-1996)

### § 159.49 YARDS

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

(1) ~~RS, R1, R2, R3 Residential and~~ C1 and C2, ~~Residence and Commercial~~ Districts: Minimum dimension 25 feet.

(a) Front yard lines established in recorded subdivisions, which equal at least 20% of the depth of the lots, shall apply to buildings erected in such subdivisions.

(b) Buildings on through lots shall provide a front yard on each street may waive the requirements for a rear yard by furnishing an equivalent amount of open space, on the lot, in lieu of the rear yard, but in no case shall the rear yard be less than five feet. The rear yard of a through lot shall be considered to be the non-front door entrance to the structure.

(c) A corner lot located at the intersection of the two streets, shall provide front yards, for any building constructed thereon, parallel to both streets and conforming to the front yard required on lots which front on each street, providing that the building area on the corner lot need not be reduced below 35 feet in width, measured perpendicularly to the side street.

(d) Provided further that no accessory building located at such lot shall project beyond the front yard line established for the lots fronting on the side street.

(2) C3 Service Commercial Districts: the regulations for the R1 Single-Family Residence District shall apply to all types of buildings hereafter erected, except on corner lots.

(a) Residential buildings shall comply with division (A)(1)(c) above.

(b) Commercial buildings; the front yard requirement shall apply to both streets providing that the building area on the corner lot need not be reduced below 50 feet in width, measured perpendicularly to the side street.

(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 were~~ 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.

(4) C4 General Commercial district: front yards for residential buildings shall comply with the regulations prescribed for the R2 Single-Family Residence District but front yards are not required for other structures.

(5) C5 Shopping Center District: per the requirement Standards of this chapter.

- (6) I Industrial District: front yards are not required for commercial or industrial buildings.
- (7) All lots fronting on two or more streets shall have a front yard setback from each street.

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

(1) RS, ~~Suburban~~ and R1, and ~~R2 Single Family Residence~~ Districts: minimum width of side yard required is five feet measured from the foundation to the side lot line, and four feet from an eave overhang or any other projection from the foundation, to the side lot line.

~~(2) R2 Two Family Residence District: the regulations for the RI Single Family Residence District shall apply.~~

(2) 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.

(3) C1, C2, and C3, and ~~C4 Commercial~~ Districts: the regulations of the R3 Multiple-Family, Residence District shall apply to residential buildings. Commercial buildings need not provide side yards except where the boundary of the district adjoins a residence district in which case a side yard ten feet wide shall be provided on the side of the lot next to the residence district.

~~(5) C4 General Commercial District: the regulations of the C3 Service Commercial District shall apply.~~

(4) C5 Shopping Center District: side yards are not required for commercial buildings.

(5) I Industrial District: commercial and industrial buildings need not provide side yards.

(C) Rear yards. Rear yards shall be provided in each respective district as follows.

(1) RS, ~~Suburban~~ and R1, and ~~R2 Single Family Residence~~ Districts: the minimum dimension shall be five feet.

~~(2) R2 Two Family Residence District: the regulations for the RI Single Family Residence District shall apply.~~

(2) R3 ~~Multiple Family Residence~~ District: the minimum depth of the rear yard shall be ten feet measured from the foundation to the rear lot lines or any other projection from the foundation. These standards shall apply to all buildings not exceeding 40 feet in height. Buildings higher than 40 feet in height shall provide a rear yard equal to 25% of the height of the building.

(3) C1, C2, and C3 ~~Commercial~~ Districts: 18 foot or 15% of the depth of the lot, which ever is greater. When not adjacent to an alley, no rear yard is required.

(4) C4, C5, and I ~~General Commercial~~ Districts: no rear yard required.

~~(6) C5 Shopping Center District: no rear yard required.~~

~~(7) I Industrial District: no rear yard required.~~

(D) Yard regulation exceptions. The following provisions shall apply to front, side and rear yards in all districts.

(1) Where dwelling ~~quarters~~ units are erected above ~~stores~~ commercial structures, the side yard requirements covering the commercial use shall apply to the entire structure.

(2) Open or lattice-enclosed fire escapes, fireproof outside stair ways, and balconies opening on ~~firepower~~ fire escapes projecting into a yard not more than five feet, and the ordinary projections of chimneys and flues shall be permitted.

(3) Rear yards abutting on alleys may use one- half the width of the alley in computing the required depth of the lot.

(4) No yard or open space provided about any building for the purpose of complying with these regulations shall again be used as a yard or open space for another building.

(5) Accessory buildings and/or structures which are not part of a main residential building may be built a minimum of three feet from the rear and side lot lines in all districts. The limitations provided in this section for accessory buildings shall include above-ground swimming pools. These limitations shall not include below-ground pools, which must be a minimum of six feet from the property lines, for which specific regulations are provided in the City of Mattoon Building Code, as adopted by the City Council. ~~in § 150.01 of this code of ordinances.~~

(6) For the purpose of side yard requirements, a two-family dwelling or group house or townhouse, shall be considered as one building occupying a single lot.

(7) Buildings on through lots may waive the requirements for a rear yard by furnishing an equivalent amount of open space, on the lot, in lieu of the rear yard, but in no case shall the rear yard be less than five feet. The rear yard of a through lot shall be considered to be the non-front door entrance to the structure.

(Ord. 96-4835, passed 4-16-1996; Am. Ord. 2005-5210, passed 11-15-2005)

### § 159.50 INTENSITY OF USE

No building shall be erected which will increase the percentage of occupancy of the lot above the regulations given below, and the intensity of the use of lots shall conform to the following regulations for the respective districts.

(A) RS Suburban District. The principal building erected on the lot with its accessory buildings shall not occupy more than 35% of the area of an interior lot nor more than 40% of the area of a corner lot. No single-family dwelling shall be erected on any lot having an area of less than 8,400 square feet or a width less than 70 feet.

(B) RI Single-Family Residence District. The principal building erected on the lot with its accessory buildings shall not occupy more than 30% of the area of an interior lot nor more than 35% of the area of a corner lot. No single-family dwelling shall be erected on any lot having an area of less than 7,500 square feet or a width of less than 50 feet.

(C) R2 Two-Family Residence District. The principal building on the lot with its accessory building shall not occupy more than 40% of the area of an interior lot nor more than 50% of the area of a corner lot. No dwelling shall be erected or altered to accommodate or make provision for more than one family for each 7,500 square feet of lot area for single-family houses with a minimum lot width of 50 feet and for two-family dwellings 3,500 square feet of lot area per family with a minimum lot width of 50 feet.

(D) R3 Multiple-Family Residence District. The regulations applying to the percentage of occupancy of the lot shall be the same as the R2 Two-Family Residence District. Single and two-family dwellings shall be erected only on lots having a minimum area of 7,500 feet and a minimum width of 50 feet, in this district. Multiple dwellings, apartments or group houses or town-houses shall not be erected or altered hereafter to accommodate or make provisions for more than one family for each 500 square feet of the lot, with a minimum width of 50 feet and an area of not less than 7,500 square feet.

(E) C1, C2 and C3 commercial districts and C4 general commercial districts: the regulations for intensity of use prescribed for the R3 Multiple-Family Residence Districts shall apply to residential buildings erected or altered in these districts.

(F) A lot in any district, except the C5 and I districts, which was a lot of record or was in separate ownership at the time of passage of this chapter, may be used as a residential building lot if additional frontage on either side of the lot was not under the same ownership at the time of passage of this chapter and cannot be reasonably acquired, as determined by the ~~Zoning Board of Appeals~~ Planning Commission, so as to meet the minimum requirements for intensity of use for a single-family dwelling in the district in which the lot is located.

(G) A minimum ground area shall be required for each dwelling unit in all districts where permitted as follows:

Use	RS	R1	R2	R3	C1 - C3	C4
Single-family	<del>960</del> <u>1,000</u>	<del>768</del> <u>800</u>	<del>768</del> <u>800</u>	<del>7768</del> <u>800</u>	<del>672</del> <u>800</u>	<del>672</del> <u>800</u>
Two-family	--	<del>768</del> <u>800</u>	<del>768</del> <u>800</u>	<del>504</del> <u>800</u>	<del>504</del> <u>800</u>	
Multiple-family	--	--	--	<del>504</del> <u>500</u>	<del>504</del> <u>500</u>	<del>504</del> <u>500</u>

(Ord. 96-4835, passed 4-16-1996)

#### § 159.51 VISION CLEARANCE ON CORNER LOTS

In all residence districts a triangular space shall be maintained at the street corner of a corner lot and on each side of the intersection of an alley or a drive way off of a right of way leading to a lot, free from any kind of obstruction to vision between the heights of three and 12 feet above the established grade, determined by a diagonal fine connecting two points measured 15 feet equidistant from the street corner along each property line.

(Ord. 96-4835, passed 4-16-1996)

#### § 159.52 PLANNED UNIT DEVELOPMENT [RESERVED]

— See ~~Planned Unit Development Code Ordinance No. 88-4851.~~

#### § 159.53 LOADING AND UNLOADING REGULATIONS

(A) In order to lessen or avoid congestion in the public streets and to promote convenience, safety and welfare, the following regulations are hereby established to require that each commercial or industrial use and other uses which by their nature will require the receipt and delivery of raw materials, wastes, and finished products into or out of motor vehicles shall provide off-street loading and unloading berths as follows:

Commercial Uses - Loading And Unloading Berths Required		
Type of Use	Gross Floor Area (Square Feet)	Loading & Unloading Berths Required
Retail Stores	3,000 to 15,000	1
Department Stores	15,001 to 40,000	2
Wholesale Establishments, Storage Uses and Other Commercial Uses	Each 25,000 Additional	1 Additional
Industrial Uses - Loading and Unloading Berths Required		
Gross Floor Area of Industrial Use (square feet)	Number of Berths Required	
15,000 or less	1	
15,001 to 40,000	2	
40,001 to 100,000	3	
Each 40,000 Additional	1 Additional	

(B) The ~~Board~~ Planning Commission shall require the provision of loading and unloading berths for special uses as a part of its procedure as outlined in § ~~159.65~~ 33.058 and the loading requirements shall conform to those presented in this section.

(Ord. 96-4835, passed 4-16-1996)

**~~C/D~~ CORRIDOR DEVELOPMENT (“C/D”) DISTRICT****§ 159.56 PURPOSE**

The purpose of the C/D (~~Corridor Development~~) District is to encourage economic development activity along the Route 16 corridor between the Cities of Charleston and Mattoon, thus expanding employment opportunities in Coles County and enhancing its tax base. This district is founded on a cooperative working relationship between those parties with an interest in encouraging the economic development in the county and facilitating quality development along the corridor. To that end, the requirements of this district are intended to encourage development that both enhances the economy of the county and the aesthetics of the area and maintains and encourages environmental quality.

(Ord. 93-4729, passed 3-16-1993)

**§ 159.57 C/D DISTRICT BOUNDARIES**

The C/D District extends along Route 16 and encompasses that area shown on the district map held by the Zoning Officer, in “Appendix A”, and on file in the office of the City Clerk. It is the intent of the City to annex all properties within this area. Upon such annexation, it is the intent of the City to zone such property C/D.

(Ord. 93-4729, passed 3-16-1993)

**§ 159.58 C/D DISTRICT USE CONTROLS**

The designation of a proposed activity as a permitted, conditional, or prohibited use shall be upon the determination of the ~~City Clerk~~ Zoning Officer.

(A) Uses permitted. Except as specifically limited in this section, the following uses and no others shall be permitted in the C/D District:

- (1) Agricultural uses and any other similar uses or enterprises customarily carried on in the field of general agriculture and not obnoxious or detrimental to the public welfare;
- (2) Accessory structures to permitted uses;
- (3) Commercial: retail;
- (4) Commercial: wholesale;
- (5) Distribution;
- (6) Educational institutions/services;
- (7) Health/medical services;
- (8) Light manufacturing;
- (9) Offices; and
- (10) Storage.

(B) Special uses. Any use of land not specifically listed in division (A) or (C) of this section shall be classified as a “special use” and shall be permitted only when authorized under the requirements of the City Zoning Code.

(C) Prohibited uses. Permitted uses and conditional uses shall not be construed to include the following uses which are prohibited in the C/D District:

- (1) Asphalt plants;
- (2) Auto salvage yards;
- (3) Batching plants;
- (4) Commercial feed lots;
- (5) Concrete plants;

- (6) Foundry;
- (7) Hides, skins and raw furs processing;
- (8) Junkyards;
- (9) Landfills;
- (10) Refuse incinerators;
- (11) Residential uses on zoning lots smaller than ten acres in size; and
- (12) Slaughterhouses.

(Ord. 93-4729, passed 3-16-1993)

### **§ 159.59 C/D DISTRICT LOT CONTROLS**

#### (A) Minimum lot size.

(1) The minimum lot size for a zoning lot, any part of which is located within 1,000 feet of Route 16, shall be two acres ~~(87,120 square feet)~~ with a minimum lot width of 200 feet.

(2) The minimum lot size for a zoning lot located more than 1,000 feet from Route 16 shall be one acre ~~(43,560 square feet)~~ with a minimum lot width of 100 feet.

#### ~~(B) Minimum lot width.~~

~~(1) The minimum lot width for a zoning lot, any part of which is located within 1,000 feet of Route 16, shall be 200 feet.~~

~~(2) The minimum lot width for a zoning lot located more than 1,000 feet from the Route 16 right of way shall be 100 feet.~~

#### (B) Corridor open space.

(1) In order to ensure quality development and preserve views along Route 16, a corridor open space is established abutting Route 16. The open space corridor shall be located in the 100 feet closest to the property lines abutting Route 16. The 50 feet of the open space corridor closest to Route 16 shall be defined as the front 50 feet. The 50 feet of the open space corridor located farthest from Route 16 shall be defined as the rear 50 feet. Unless otherwise noted in this chapter, no activities or obstructions other than as listed in § 159.60 shall be allowed in the front 50 feet of this open space area as measured perpendicular from the property line abutting Route 16 and this area shall be planted and maintained with live landscape material.

(2) Parking as required under § 159.60(G) shall be permitted within the rear 50 feet from Route 16. Should parking be located within this portion of the corridor open space, it shall be landscaped as required in § 159.60(I)(4).

(3) Low profile ground signs as permitted in § 159.60(F)(3) shall be set back at least 25 feet from Route 16.

(4) Directional signs as permitted by § 159.60(F)(3)(d) shall be permitted in the corridor open space when said signs are used in indication of site ingress and egress.

(5) The 100-foot corridor open space is to be landscaped as required in § 159.60(I)(4).

(6) Pole signs as permitted by § 159.60(F)(3)(c) shall be set back at least 50 feet from Route 16.

(7) Signs not listed in this section are prohibited in the open space corridor.

#### (C) Yard requirements.

(1) All structures shall be set back a distance of at least 25 feet from all front, side and rear lot lines and the corridor open space.

(2) In the case of zoning lots adjacent to major roads in the C/D District, all structures shall be set back a distance of at least 50 feet from the road. Major roads shall be defined as Loxa Road, Lerna Road, Old State Road, and Township Road 800N.

(D) Transitional yards.

(1) There shall be established a transitional yard of the first 50 feet abutting the edge of the zoning district. Open storage, refuse containers or other structures accessory or otherwise, shall not be located within the transitional yard and shall be adequately screened from view if visible from any residential lot(±).

(2) Every parking lot in a transitional yard shall be buffered and screened by a perimeter landscaped open space having a width of at least five feet. The landscaping and screening treatment of such space shall be designed and maintained to a height of at least three feet above the surface of the parking lot.

(E) Height.

(1) Structures located on a zoning lot, any part of which is located within 1,000 feet of Route 16 shall have a maximum height of 60 feet.

(2) Structures located within 200 feet of the C/D District boundary shall have a maximum height of 35 feet.

(3) Notwithstanding the foregoing, all structures in the C/D District shall also be subject to the height limitation established by the Coles County Memorial Airport Hazard Zoning Regulations, as directed by § 159.60(B).

(F) Maximum lot coverage. The maximum coverage of any zoning lot within the C/D District by building, parking, roads or any other impervious surface shall not exceed 70%.

(Ord. 93-4729, passed 3-16-1993)

### **§ 159.60 C/D DISTRICT GENERAL REQUIREMENTS AND RESTRICTIONS**

(A) Nonconforming uses. Where, at the effective date of adoption of this zoning district, a lawful use of land exists that is made no longer permissible under the terms of this district, such use may continue subject to the nonconforming use provisions of ~~159.45~~ this chapter.

(B) Airport restrictions. Any development within the Corridor Development District that is also within the area controlled by the Coles County Memorial Airport Hazard Zoning Regulations must meet the requirements of both sets of regulations. In cases where differences exist between the two codes, the more restrictive standard shall apply.

(C) Performance standards. All uses in the C/D district which require buildings ~~and~~ or open areas or both for manufacturing, fabrication, processing, extraction, heavy repairing, dismantling, storage or disposal of equipment, raw materials, manufactured products or wastes shall conform to the performance standards defined in ~~159.31(N)~~ this chapter as concerns smoke, fly ash, dust, odor, gases and fumes, glare, vibration, noise and sound.

(D) Severe slope restrictions. To protect the visual and environmental quality of the C/D District, no building shall be constructed on any portion of a zoning lot that exceeds 30% slope. In addition, all buildings and structures shall be set back from the toe of the slope a minimum of ten feet and an average of 20 feet.

(E) Curb cuts.

(1) In order for the City to support an application to the Illinois Department of Transportation for a new vehicular ingress and egress onto Route 16, the zoning lot which will gain access to Route 16 must conform to the requirements of this division (E).

(2) Vehicular ingress and egress onto Route 16 shall be permitted only if ~~it~~ the lot:

(a) Is at least 20 acres in size;

(b) Has a minimum frontage on Route 16 of 1,000 feet; and

(c) Is not within 1,250 feet of an existing road or curb cut.

(3) As a condition of approving any development with a curb cut onto Route 16, the property owner shall grant an easement for the purpose of linking adjacent properties with an access road. Such easement shall be 50 feet in width, parallel and abutting the property line along Route 16. The access road shall be centered within the easement. Such road will be ~~utilized~~ used in cases where an applicant meets the requirements of the above §§ 159.60(E)(2)(a) and 159.60(E)(2)(b) but not 159.60(E)(2)(c).

(4) Access roads in the C/D District will be constructed to the specifications defined in the City's Subdivision Regulations, except as defined otherwise in this section. The applicant for whom the access road is constructed will bear responsibility of construction and maintenance of the access road and submit to the City a letter of credit or a performance bond for 110% of a professional engineer's estimate of the cost for construction of the roads, which sum shall ensure adequate design, construction and maintenance of the road. The terms of the letter of credit or the performance bond, as to period and amount or terms of the bond, shall be ~~established~~ approved by the City Council.

(5) Where a zoning lot has access from a road that intersects with Route 16, the center line of the road providing that access shall be at least 150 feet from the Route 16 right-of-way.

(F) Signs.

(1) Master Sign Plan required. For any zoning lot on which the owner proposes to erect one or more signs, the owner, his or her agent or assignee shall submit a Master Sign Plan to the ~~City Clerk~~ Community Development Director. The ~~City Clerk~~ Community Development Director shall approve the Master Sign Plan, which will meet the requirements of this division (F) prior to the issuance of a building permit and all signs placed on the zoning lot shall conform to the Master Sign Plan and the requirements of this division (F). The Master Sign Plan shall contain the following information:

(a) An accurate plot plan of the zoning lot, at a specified scale;

(b) The location of all buildings, parking, driveways and landscaped areas on the zoning lot;

(c) The computation of the maximum total sign area, the maximum area for each individual sign, the height of each individual sign and the total number of signs to be erected on the zoning lot; and

(d) An accurate indication on the plan of the proposed location of each present and future sign, except temporary signs need not be shown. Such plan may be amended from time to time upon approval by the Zoning Administrator.

(2) Maximum sign area.

(a) Maximum total sign area. The maximum total sign area for all signs on a zoning lot in the C/D District, except incidental signs, building markers, and temporary signs (which shall be remove upon receiving an occupancy permit), shall not exceed the lesser of ~~the following~~ 500 square feet or one square foot per linear foot of the street frontage.

~~1—Maximum number of total square feet: 500; and~~

~~2—Square feet of signage per linear foot of street frontage: 1.~~

(b) Area per frontage. Lots fronting on two or more streets are allowed the permitted sign area for each street frontage. However, the total sign area that is oriented toward a particular street may not exceed the portion of the lot's total sign area allocations that is derived from the lot, building, or wall area frontage on that street.

(c) Computation of area of individual signs. The area of a sign face (which is also the sign area of a wall sign or other sign with only one face) shall be computed by means of the smallest square, circle, rectangle, triangle or combination thereof that will encompass the extreme limits of the writing, representation, emblem or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed but not including any supporting

framework, bracing or decorative fence or wall when such fence or wall otherwise meets zoning ordinance regulations and is clearly incidental to the display itself.

(d) Computation of area of multi-faced signs. The sign area for a sign with more than one face shall be computed by adding together the area of all sign faces visible from any one point. When two identical sign faces are placed back to back so that both faces cannot be viewed from any point at the same time and when such sign faces are part of the same sign structure and are not more than 42 inches apart, the sign area shall be computed by the measurement of one of the faces.

(e) Computation of height. The height of a sign shall be computed as the distance from the base of the sign at normal grade to the top of the highest attached component of the sign. Normal grade shall be construed to be the lower of the existing grade prior to construction; or the newly established grade after construction, exclusive of any filling, berming, mounding or excavating solely for the purpose of locating the sign. In cases in which the normal grade cannot reasonably be determined, sign height shall be computed on the assumption that the elevation of the normal grade at the base of the sign is equal to the elevation of the nearest point of the crown of a public street or the grade of the land at the principal entrance to the principal structure on the zone lot, whichever is lower.

(3) Permitted signs. The following signs are permitted in the C/D District:

(a) Flat signs, provided that such signs shall not extend more than 24 inches from the wall or building to which they are attached, the bottom of such signs shall be at least 10 feet above grade and such signs shall not cover or block any window, opening, architectural feature or architectural detail. The sign and any appurtenant devices or structural supports shall not project above the cornice or fascia of the building to which it is attached;

(b) Low profile ground signs, provided there shall be only one sign per street frontage and further provided that each such sign shall not exceed a height of eight feet and an area of 96 square feet;

(c) Pole signs, provided there shall be only one sign per street frontage and further provided that each such sign shall not exceed a height of 25 feet and an area of 125 square feet;

(d) Directional signs, provided the total aggregate sign area of all incidental signs shall not exceed 48 square feet and further provided that each individual sign shall not exceed a height of three feet;

(e) Temporary real estate signs, provided there shall be only one sign per street frontage and further provided that each sign shall not exceed an area 12 square feet and a height of five feet. Temporary real estate signs shall be removed from the property upon the completion or discontinuance of the sale of said property;

(f) Temporary construction signs, provided there shall be only one sign per street frontage and further provided that each sign shall not exceed an area of 12 square feet and a height of five feet. Temporary construction signs shall be removed from the property upon the completion or discontinuance of said construction;

(g) Temporary non-commercial signs, provided that such signs for purposes of public elections are displayed ~~only during the duration of the campaign and shall be removed within seven days after the date of the election for which they are displayed~~ per the sign ordinance;

(h) Governmental signs;

(i) Corporate flags, flags of the United States, the state, the City, foreign nations having diplomatic relations with the United States and any other flag adopted or sanctioned by an elected legislative body of competent jurisdiction, provided that such flags shall be limited to a total of four and each flag shall not exceed 60 square feet in area and shall not be flown from a pole the top of which is more than 40 feet in height. These flags shall be flown in accordance with the protocol established by the Congress of the United States for the Stars and Stripes;

(j) Building marker, provided such sign shall not exceed an area of four square feet; and

(k) An industrial or business park containing at least four sites or ten acres may be permitted one directory sign identifying the industrial/business park by name and identifying the occupants of the industrial or

business park. Said sign shall not exceed 100 square feet in size for the first ten acres of the industrial/business park area plus 100 square feet for each additional ten-acre increment of the industrial /business park area, to a total of 400 square feet. The portion of the directory sign area dedicated any given tenant shall be deducted from that tenant's allowable sign area, as controlled by § 159.60(F)(2)(a).

(4) General requirements. The following general requirements shall apply to all signs in the C/D District.

(a) All signs except non-commercial messages shall be appurtenant to a permitted use of the property on which displayed.

(b) No sign shall exceed a height of 15 feet when said sign is located on a lot on which the primary use of the property is agricultural or the property is vacant.

(c) No sign shall be erected in any location where, by reason of its position, it will obstruct the view of any authorized traffic sign, signal or other traffic control device.

(d) No spotlight, floodlight or lighted sign shall be installed in any way which will permit the rays of such sign's light to penetrate beyond the property on which such light or lighted sign is located in such manner as to constitute a nuisance.

(e) All signs shall be imprinted with the sign owner's name and address and the sign erector's name and address. Signs not carrying such an imprint will be presumed to be owned by the person in possession of the property on which the sign is located.

(f) All signs shall comply with the applicable provisions of the Building Code, the Fire Code, and the Electrical Code of the City.

(g) All signs shall be maintained in good structural condition and in compliance with all applicable city codes as well as the provisions contained in this chapter.

(h) No sign shall be animated in the C/D District.

(i) No signs shall be erected upon or project through the roof of any building nor shall any sign attached to a building extend above the roof line.

(j) Notwithstanding any other provisions in this chapter, the following signs shall be exempted from these regulations and need not be designated in the Master Sign Plan:

1. Official signs promulgated by municipalities, state government, special districts or the Department of Transportation; and

2. Signs affixed by public utilities to their poles and other facilities for identification.

(k) No sign may be erected or maintained which contains, includes or is illuminated by any flashing, intermittent or moving lights except those giving ~~public service information such as any combination or separately of weather, date, and or temperature.~~

(l) No sign may be erected or maintained which is not effectively shielded so as to prevent beams or rays of light from being directed at any portion of the traveled way of any street or road so as to cause glare or impair the vision of the driver of any motor vehicle.

(m) Structures for any ground or pole sign shall be more than 100 feet from any other structure for a ground or pole sign. This requirement shall not apply to structures which are separated or screened by buildings, natural surroundings or other obstructions in such a manner that only one sign facing located within such distance is visible at any one time.

(n) Vehicles with exterior markings of any size, identifying or advertising a commercial enterprise, shall not be stored in any front or corner side yard. Such vehicles shall also be screened from view from all adjoining properties and streets.

(5) Legal non-conforming signs.

(a) Any legal non-conforming sign may continue in use and be maintained for the life of the sign in order to amortize the investment therein.

(b) A legal non-conforming sign shall not be enlarged upon, expanded or extended.

(c) Any legal non-conforming sign damaged by fire, flood, explosion, war, riot, or act of God may be restored or reconstructed, provided that said restoration or reconstruction does not expand the pre-existing non-conformity and is completed within two months.

(G) Parking requirements.

(1) The off-street parking requirements for uses permitted in the C/D district shall be as follows:

Use type	Spaces per 1,000 square feet of building area
Commercial: retail	4
Commercial: wholesale	1
Distribution	1
Educational institutions/services	3
Health/medical services	3
Manufacturing/assembly/production of materials	2.5
Offices	3
Storage	1

(2) Off-street parking shall not be located in any yards in the C/D District, except as otherwise permitted in this section.

(H) Loading requirements.

(1) The off-street loading berths required for uses permitted in the C/D district shall be as follows:

Use type	Square Feet Per One Off-Street Loading Berth
Commercial: retail	10,000
Commercial: wholesale	10,000
Distribution	10,000
Educational institutions/services	100,000
Health/medical services	100,000
Manufacturing/assembly/production of materials	10,000
Offices	100,000
Storage	40,000

(2) No loading dock shall be located in the front yard of any zoning lot in the C/D District.

(3) No loading dock shall be located within the open space corridor or any transitional yard.

(4) Screening of the loading dock shall be in conformance with § 159.60(I)(4).

## (I) Landscaping and screening.

(1) Landscape Plan. A Landscape Plan shall be required for all exterior construction and development activity. Such Landscape Plan shall be drawn in conformance with the requirements specified herein. Landscape Plans must be approved by the ~~City Clerk~~ Zoning Officer prior to the issuance of a building permit for exterior construction and development. All Landscape Plans submitted for approval shall contain or have attached the following information unless certain requirements are waived by the ~~City Clerk~~ Zoning Officer due to non-applicability:

(a) The location and dimensions of all existing and proposed structures, above- or below-ground utilities, parking lots and drives, roadways and rights-of-way, sidewalks, bicycle paths, ground signs, refuse disposal areas, bicycle parking areas, fences, freestanding electrical equipment, tot lots and other recreational facilities and other freestanding structural features as determined necessary by the ~~City Clerk~~ Zoning Officer. This drawing may be incorporated with the Master Sign Plan as determined in § 159.60(F)(1);

(b) The location, quantity, size and name, both botanical and common, of all proposed and existing planting materials;

(c) The location of existing buildings, structures and plant materials on adjacent public or private property within 20 feet of the site;

(d) Existing and proposed grading of the site indicating contours at two-foot intervals. Proposed berming indicating contours at one-foot intervals;

(e) Specification of the size and type and boundaries of all proposed ground cover;

~~(f) The location, quantity, size and name, both botanical and common, of all existing planting materials;~~

(f) Elevations of all fences proposed for location on the site; and

(g) Elevations, cross-sections and other details as determined necessary by the ~~City Clerk~~ Zoning Officer.

## (2) Selection, installation and maintenance of plant materials.

(a) Planting materials used in conformance with the provisions contained herein shall be of good quality, of a species normally grown in Central Illinois and capable of withstanding the extremes of individual site microclimates. Size and density of plant material, both at the time of planting and at maturity, are additional criteria which must be considered when selecting plant materials.

(b) All landscaping materials shall be installed ~~in accordance with~~ per the current planting procedures established by the American Association Nurserymen. The installation of all plant material required by this chapter may be delayed until the next optimal planting season, that being the period between April 1 and October 30.

(c) The owner of the premises shall be responsible for the maintenance, repair and replacement of all landscaping materials and barriers, including refuse disposal areas and street right-of-ways, as may be required by the provisions of this chapter.

(d) All landscaping materials shall be maintained in good condition so as to present a healthy, neat and orderly appearance and plant material not in this condition shall be replaced when necessary and shall be kept free of refuse and debris. Fences, walls and other barriers shall be maintained in good repair.

(3) Design criteria. Landscape plans described above shall be prepared based on the following design criteria. The evaluation and approval of landscape plans shall also be based on these design criteria:

(a) The scale and nature of landscaping materials should be appropriate to the size of the structures and surrounding existing materials. Large-scaled buildings, for example, should generally be complemented by larger- scaled plants.

- (b) Plant material should be selected for its form, texture, color, pattern of growth and adaptability to local conditions.
- (c) Evergreens should be incorporated into the landscape treatment of a site, particularly in those areas screening parking lots.
- (d) All shade trees and ornamental trees shall have a minimum trunk size of two and one-half inches in diameter upon installation, as measured six inches above the established ground level.
- (e) Plant material should be placed intermittently against long expanses of building walls, fences, and other barriers to minimize their stark appearance, ~~and~~ create a softening effect, and to indicate the main entrance to the structure.
- (f) Planting beds should be mulched with bark chips, feather rocks or similar materials. Mulch shall not be used as a substitute for plant materials.
- (g) Detention and retention basins and ponds shall be landscaped and shall be designed as dry structures. Such landscaping should include shade and ornamental trees, evergreens, shrubbery, hedges, sod and/or other planting materials.
- (h) Deciduous trees should be placed on the south and west sides of buildings to provide shade from the summer sun. Evergreens and other materials should be concentrated on the north side of buildings to dissipate the effect of winter winds.
- (i) Existing plant materials should be, wherever practical as determined by the ~~City Clerk Zoning Officer~~, incorporated into the landscape treatment of a site. The removal of trees within public rights-of-way is expressly forbidden without the approval of the ~~City Clerk Zoning Officer~~.
- (j) Earthen berms and existing topographic features should be, whenever determined practical by the ~~City Clerk Zoning Officer~~, incorporated into the landscape treatment of a site, particularly when combined with plant material to facilitate screening.
- (4) Open space corridor and transitional yards.
- (a) Except as provided elsewhere in this chapter, the open space corridor and all transitional yards shall be devoted exclusively to landscaping. Driveways and sidewalks needed to serve a permitted use may be located within the open space corridor and transitional yards subject to the requirements of § 159.60(E) and approval of the City Clerk.
- (b) Landscaping for the open space corridor and transitional yards shall consist of a combination of ground cover, shade trees, ornamental trees and shrubs, decorative paving material and appropriate screening devices such as decorative walls or berms. The use of shade trees and ornamental trees shall be provided at the rate of one tree for every 50 linear feet of landscaped open space. Evergreen trees may be substituted for shade trees or ornamental trees upon approval of the ~~Building and Zoning Enforcement~~ Officer. Ornamental shrubs shall be provided at a rate of one shrub for every 50 linear feet of landscaped open space and except as otherwise required shall be maintained at a height of not more than four feet. A mixture of shrub species shall be provided, of which at least 25% shall be evergreen. Areas not planted with shrubs or trees shall be maintained with groundcover.
- (c) Where, as permitted under § 159.59(C)(2), parking is provided in the rear 50 feet of the corridor open space, the parking lot shall be buffered and screened by a perimeter landscaped open space having a width of at least five feet. The landscaping and screening treatment of such space shall be designed and maintained to a height of at least three feet above the surface of the parking lot.
- (5) Refuse containers, outdoor storage.
- (a) All refuse containers and all areas of permitted outdoor storage shall be fully enclosed by an opaque fence, wall or densely planted evergreen hedge of a height sufficient to completely screen such containers or storage areas from view from all adjoining properties and all streets.
- (b) No refuse containers or storage areas shall be located within any required yard.

(c) Outdoor storage of semi-tractor trailers, heavy construction vehicles and agricultural vehicles, as permitted in this section, shall not require screening.

(6) Parking lots. Every parking lot shall be buffered by a perimeter landscaped open space of at least five feet. The landscaping treatment of such space shall be designed and maintained with ground cover or a combination of ground cover, ornamental shrubs and trees, unless otherwise specified in this chapter.

(Ord. 93-4729, passed 3-16-1993)

### **§ 159.61 C/D DISTRICT APPROVAL PROCESS**

Site plan review shall be required pursuant to the provisions of this chapter in addition to the other requirements of this code before building permits may be issued and shall apply to all uses whether permitted, conditional or accessory. The following regulations shall apply generally to all uses contained within the C/D District.

(A) Intent. The intent of these regulations is to promote safe and efficient use of land, to contribute to an orderly and harmonious appearance of the Route 16 corridor and to further enhance property values. The site plan review process is intended to help ensure that newly developed properties and redeveloped properties are compatible with adjacent development and that adverse impacts of development are minimized. The site plan review process in the C/D District is to provide for review of:

- (1) Compatibility of a project with its environment, other land uses and existing buildings in the area;
- (2) Compatibility of a project with the site plan review criteria for development of the Route 16 corridor, as defined in division (E) of this section.
- (3) Compliance of a project with the use, lot and general requirements of this zoning district. ~~as depicted in Route 16 Corridor Design Manual.~~

(B) Hearing body. A Corridor Review Committee (hereafter referred to as the CRC) is hereby authorized to hear and make recommendations to the City Council on uses proposed in the C/D district. The CRC shall consist of a representative from each of the following:

- (1) The City of Charleston City Council;
- (2) The City of Mattoon City Council;
- (3) The City of Charleston Board of Zoning Appeals and Planning;
- (4) The City of Mattoon Plan Commission;
- (5) Coles Together;
- (6) Coles County Airport Authority; and
- (7) Corridor Zone Land Owners' Associations or if such an association does not exist one landowner.+0

(C) Procedures. Prior to issuance of a building permit, all development within the C/D District must conform to the requirements of this chapter and be approved by the City Council in conformance with the following process:

(1) Applicant will meet with the ~~CRC Zoning Officer~~ and other City officials that may be of assistance to the developer in a pre-application meeting to discuss the development proposal. No formal submission will be required at this time. However, the person actually developing the lot should have as a minimum a concept plan, a landscape plan, and a master sign plan available so that a meaningful advisory meeting can take place.

(2) Applicant will complete an application for zoning compliance in the C/D District on forms provided by the City.

(3) Within 15 days of receipt of an application for zoning compliance approval, the City Clerk shall schedule the applicant before the next available plan review meeting of the CRC and shall notify the public of such meeting in conformance with the requirements of ~~§ 159.05(C)~~ 33.095 of this code.

(4) The CRC shall conduct a plan review hearing to consider the merits of the development proposal and its compliance with the standards of the C/D District.

(5) Upon completion of the hearing, the CRC shall make a recommendation to the Mattoon City Council regarding compliance of the proposed development with the requirements of this section.

(6) The City Clerk shall schedule a public hearing before the City Council within 30 days and shall make a public notice regarding the City Council hearing, in compliance with § ~~159.05(C)~~ 33.095.

(7) Upon completion of the public hearing, the Council shall vote to approve or deny the plan or to approve the plan subject to specific modifications. The Mayor shall sign a concept plan, noting any approved or required changes from said plan, and file it with the City Clerk.

(8) Upon application for building permit, the ~~City Clerk~~ Zoning Officer shall compare the building permit application to the filed concept plan and other material reviewed by the CRC and the City Council. The building permit application must substantially conform to the concept plan and fully comply with the requirements of this section.

(9) Requests for departures or variances from approved plans or disagreements with the Zoning Officer's decisions will be required to follow the same procedure as outlined in this chapter; however, in this case the CRC will act as a Zone Board of Appeals.

(D) Submission requirements.

(1) A concept plan including the following information shall be prepared by the applicant and submitted to the CRC at the formal review meeting:

- (a) Land use on the site;
- (b) Land uses within 1,000 feet of the property;
- (c) Location of available utilities;
- (d) Property boundaries;
- (e) Topographical data showing flood plain if any;
- (f) Access points to the site;
- (g) Location of buildings;
- (h) Distances for setbacks and height;
- (i) Tabulation of relevant lot and building data;
- (j) Address and phone of applicant, who must be the owner of the land;
- (k) Scale and north arrow; ~~and~~
- (l) Location and direction of surface and subsurface drainage and retention;
- (m) Landscape plan; and
- (n) Master sign plan

~~(2) At the time of pre application the CRC may, by majority vote, require that the Landscape Plan as required by § 159.60(I) and Master Sign Plan as required by § 159.60(F) be presented at their formal review meeting.~~

(E) Review criteria. In evaluating a concept plan for development in the C/D District the CRC shall consider how the proposed plan meets the following land use and design criteria:

- (1) Land use criteria:

- (a) Avoid incompatibilities with larger existing users in corridor (~~i.e.,~~ for example, Coles County Memorial Airport and Sarah Bush Lincoln Hospital), understanding that they are important economic development components of the corridor and county;
  - (b) Focus office, commercial and light industrial development (enclosed activities) along the frontage of Route 16 to enhance its appearance and image;
  - (c) Locate industrial uses which may have an adverse impact on the appearance and image of the corridor away from Route 16;
  - (d) Attract airport-related uses near the airport;
  - (e) Attract additional medical-related uses near the hospital; and
  - (f) Facilitate reuse or redevelopment of residential structures along Route 16 for commercial uses.
- (2) Design criteria:
- (a) Avoid overburdening of soil, air, water or infrastructure in the Route 16 corridor;
  - (b) Protect and enhance open and recreation uses in the study area, particularly the Charleston Country Club, the hiking/biking trail, wooded areas and creeks and rivers;
  - (c) Encourage redevelopment of older nonproductive uses;
  - (d) Build private roads to public standards;
  - (e) Protect residential uses from adverse impacts of non-residential activities;
  - (f) Minimize changes in natural terrain;
  - (g) Separate residential uses from major noise-producing sources;
  - (h) Separate internal traffic circulation from parking aisles;
  - (i) Minimize visual impact of parking visible from the street; and
  - (j) Minimize impacts of airport noise.

(Ord. 93-4729, passed 3-16-1993)

#### ADMINISTRATION AND ENFORCEMENT

##### **§ 159.65 ZONING BOARD OF APPEALS. [Reserved]**

~~(A) — Creation and membership. A Zoning Board of Appeals is hereby established. The words "Zoning Board" when used in this section shall be construed to mean the Zoning Board of Appeals. The Zoning Board shall consist of seven members who shall be freeholders appointed by the Mayor upon approval by the City Council. The terms of office of the members of the Zoning Board shall be for five years, excepting that the seven members first appointed shall serve respectively for terms of one for one year, one for two years, one for three years, one for four years, one for five years, one for six years and one for seven years. Vacancies shall be filled for the unexpired term of the member whose place has become vacant by the Mayor upon approval by the City Council. The City Council shall have the power to remove any member of the Zoning Board for cause and after notice and public hearing. The Zoning Board shall elect its own Chairperson and Vice President each of whom shall serve for one year. The Zoning Board shall adopt from time to time such rules and regulations as it may deem necessary to carry into effect the powers herein given it.~~

~~(B) — Meetings.~~

~~(1) — All meetings of the Zoning Board of Appeals shall be held at the call of the Chairperson and at such other times as the Zoning Board may determine. The Chairperson, or in his or her absence the Vice Chairperson, may administer oaths and compel the attendance of witnesses. All meetings of the Zoning Board shall be open to the public. The Zoning Board shall keep minutes of its proceedings and shall also keep records of its examinations and other official actions. Findings of fact shall be included in the minutes of each case of a~~

~~requested variation, specifying the reasons for making or denying such variation. Every rule, regulation, every amendment or repeal thereof, and every order, requirement, decision or determination of the Zoning Board shall immediately be filed in the office of the Zoning Board and shall be a public record. The Zoning Board shall adopt its own rules of procedure not in conflict with the statute in such cases made and provided.~~

~~(2) At all hearings before the Zoning Board upon application to zone or rezone certain property or any other alternative or variation provided for by this chapter, the Zoning Board shall require the applicant to furnish a court reporter or a competent stenographer capable of taking and transcribing testimony, to attend the hearings before the Zoning Board on the application and take down in shorthand, or by stenotype, the testimony introduced before the Zoning Board. A transcription of each hearing shall be provided to the Secretary of the Zoning Board by the applicant. In case an appeal is taken from the decision of the Zoning Board, such testimony shall be transcribed and a copy thereof shall be furnished to the party appealing from the decision of the Zoning Board. The cost of taking and transcribing such testimony and furnishing a copy thereof to the party so appealing from the decision of the Zoning Board shall be borne by the applicant for zoning or rezoning, or other alterations, as the case may be.~~

~~(C) Appeal and review.~~

~~(1) An appeal may be taken from the Building Inspector by any person aggrieved or by an officer, department, board or bureau of the City. Such appeal shall be taken within such time as shall be prescribed by the Zoning Board of Appeals by general rule, by filing with the Building Inspector and with the Zoning Board, a notice of appeal, specifying the grounds thereof. The Building Inspector shall forthwith transmit to the Zoning Board all of the papers constituting the record upon which the action appealed from was taken.~~

~~(2) An appeal stays all proceedings in furtherance of the action appealed from, unless the Building Inspector certifies to the Zoning Board after the motion of appeal has been filed with him or her that by reason of facts stated in the certificate, a stay would, in his or her opinion, cause imminent peril to life or property, in which case the proceedings shall not be staid otherwise than by a restraining order which may be granted by the Zoning Board or by a court of record on application, on notice to the Building Inspector and on due cause shown.~~

~~(3) The Zoning Board shall fix a reasonable time for the hearing of the appeal and give due notice thereof to the parties and decide the same within a reasonable time. Upon the hearing, any party may appear in person, or by agent, or by attorney. The Zoning Board may reverse or affirm wholly or partly or may modify the order, requirements, decision or determination as in its opinion ought to be made in the premises and to that end shall have the power of the Building Inspector from whom appeal is taken.~~

~~(4) All final administrative decisions of the Zoning Board made under ILCS Ch. 65, Art. 5, §§ 11-13-1 through 11-13-20 as now enacted and may be hereafter amended or modified, shall be subject to judicial review pursuant to the provisions of the "Administrative Review Act" approved May 8, 1945, Chapter 110, Section 264 et seq., and all amendments and modifications thereof, and the rule adopted pursuant thereto.~~

~~(D) Jurisdiction.~~

~~(1) The Zoning Board of Appeals shall hear and decide appeals from the review of any order, requirement, decision or determination made by the Building/Code Official, who is charged with the enforcement of this chapter.~~

~~(2) It shall also hear and decide all matters referred to it or upon which it is required to pass under this chapter. The concurring votes of four members of the Zoning Board shall be necessary to reverse any order, requirement, decision or determination of the Building/Code Official or to decide in favor of the applicant any matter upon which it is required to pass under this chapter or to effect any variation in this chapter.~~

~~(3) Where in specific cases permits are applied for and there are practical difficulties or particular hardships in the way of carrying out the strict letter of any of the provisions or regulations of this chapter relating to the use, construction or alteration of buildings or structures, or the use of land, the Zoning Board may determine and vary their application in harmony with their general purpose and intent and in accordance with the following rules.~~

~~(4) No variation in the application of the provision of this chapter shall be made by the Council concerning the use of land, the intensity of such use, the size, shape or location of yards or open spaces, or the height of structures now existing or to be constructed, unless, after a hearing by the Zoning Board of Appeals, as provided for in this section, the Council shall find that such variation will not:~~

- ~~(a) Impair an adequate supply of light and air to adjacent property;~~
- ~~(b) Will not increase the hazard from fire and other dangers to said property;~~
- ~~(c) Will not diminish the taxable value of lands and buildings throughout the City, the area, nor the immediate vicinity;~~
- ~~(d) Will not increase the congestion in the public streets; and~~
- ~~(e) Will not otherwise impair the public health, safety, comfort, morals and welfare of the inhabitants of said city; nor shall any such variation be made in any case unless the same shall comply with the following limitations:~~

~~1. Such variation, whether applicable to new buildings, or to addition to or alterations or extensions of existing buildings, shall not reduce the required dimensions of open spaces by more than 20%, nor reduce the required total area to open spaces by more than 10%, nor reduce the required total lot area by more than 5%.~~

~~2. Such variation shall not permit an increase in the height of structure of more than 10% above the maximum height permitted by this chapter.~~

~~3. Such variation shall not permit the extension of a nonconforming use throughout a building or lot contrary to the limitations imposed in the immediately preceding paragraphs.~~

~~4. Any variation or other zoning amendments described in this section shall conform with the general review procedures as defined in § 159.05.~~

~~(Ord. 96-4835, passed 4-16-1996)~~

#### **§ 159.66 PLATS**

Each application for a building permit shall be accompanied by a plat, in duplicate, drawn to the scale, showing the actual dimensions of the lot to be built upon, the size of the building to be erected, and such other information as shall be necessary to provide for the enforcement of this chapter. A careful record of such application and plats shall be kept in the office of the ~~Building/Code Official~~ Community Development Director.

(Ord. 96-4835, passed 4-16-1996)

#### **§ 159.67 OCCUPANCY AND COMPLIANCE PERMITS**

(A) No land shall be occupied or used and no building hereafter erected or altered shall be occupied or used in whole or in part for any purpose whatsoever until a certificate shall have been issued by the Building/Code Official stating that the building and use comply with all the building and health laws and chapters and with the provisions of this chapter. No change of use shall be made in any building or part thereof now or hereafter erected or altered, without a permit having been issued by the Building/Code Official, and no permit shall be issued to make such change unless it is in conformity with the provisions of this chapter or amendments thereto duly enacted.

(B) Nothing in this section shall prevent the continuances of the present occupancy or use of any existing building, except as may be necessary for safety of life or property.

(C) Certificate for occupancy and compliance shall be applied for coincidentally with the application for a building permit and shall be issued within ten days after the lawful erection or alteration of such building shall have been completed. A record of all certificates shall be kept on file in the office of the ~~Building/Code Official~~ Community Development Director and copies shall be furnished upon request to any person having a proprietary or tenancy interest in the building affected.

(D) No building or premises shall be occupied until such certificate has been issued.

(Ord. 96-4835, passed 4-16-1996)

### § 159.68 BOUNDARIES OF DISTRICTS

Where uncertainty exists with respect to the boundaries of the various districts, as shown on the zone map, the following rules shall apply:

(A) The district boundaries are either streets or alleys, unless otherwise shown, and where the designation on the zone map indicates that the various districts are approximately bounded by street or alley lines, such alleys or streets shall be construed to be the boundaries of such districts.

(B) Where the district boundaries are not shown to be streets or alleys, and where the property has been or may hereafter be divided into blocks and lots, and where the designations on the zone map indicate that the various districts are approximately bounded by lot lines, such lot lines shall be construed to be the boundaries of such districts.

(C) Where the district boundaries are not shown by streets or alleys, or lot or block lines, the district boundaries shall be determined by use of scale shown on the zone map.

(Ord. 96-4835, passed 4-16-1996)

### § 159.69 AMENDMENTS AND CHANGES.

(A) The regulations imposed and the districts created by this chapter may be amended from time to time by ordinance, but no such amendments shall be made without a hearing before the Zoning Board of Appeals Planning Commission.

(B) Any application for re-zoning inside the corporate limits will be considered by the Zoning Board of Appeals Planning Commission if, and only if, the physical area to be re-zoned, or the area resulting from re-zoning is at least 40,000 coterminous square feet, as defined herein.

(C) The Zoning Board of Appeals Planning Commission may, of its own motion, or upon petition signed by 50% or more of the property owners of the area in question, or upon instruction from City Council, cause to be prepared a notice indicating the changes proposed to be made in the regulations or in the district boundary lines, describing the boundaries or the territory to be affected. Such notice shall state the time and place of the public hearing for consideration of such proposed amendments, supplement or change, and the place where maps of the proposed amendment, supplement or change will be accessible for examination by interested parties.

(D) Notice of such public hearing shall be published not more than 30 days nor less than 15 days in advance thereof in at least one newspaper of general circulation in the City.

(E) After such public hearing the Board Planning Commission shall submit a copy of the decision together with the pertinent considerations in the proposed amendment to the City Planning Commission for its review and recommendation, which recommendation shall be a guide to the Board in its recommendation to City Council for its review and appropriate action. The City Administrator shall cause to be developed an ordinance incorporating the recommendations of the Planning Commission.

~~—The Zoning Board shall report to the City Council on the proposed amendment, supplement, or change and may cause an ordinance authorizing such amendment, supplement, or change to be introduced in the City Council. Such hearing may be adjourned from time to time. Whenever a written protest against such proposed amendment, supplement, or change, signed and acknowledged by the owners of the following property:~~

- (1) Owners of 20% of the frontage property proposed to be altered;
- (2) Owners of 20% of the property immediately adjoining or across an alley; or,

(3) Owners of 20% of the property located within a distance of 150 feet from any boundary line of the property sought to be altered; shall have been filed with the City Clerk within 30 days after said public hearing, the chapter providing for such proposed amendment, supplement, or change shall not be passed except by the favorable vote of three-fourths of the members of the City Council; however, if prior to receiving the written

protest a favorable vote of three-fourths of the members of the City Council was made any written protest received after that vote shall be considered moot.

(F) At the time application is made to zone or rezone, alter or vary the use of property under the provisions of this chapter, the applicant therefore shall pay to the City Clerk the sum of ~~\$100~~ \$125.00, in addition to the cost of postage and stationary to mail out notifications to the required property owners.

(Ord. 96-4835, passed 4-16-1996)

**§ 159.70 VIOLATIONS AND PENALTY**

(A) Any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with, or who resists the enforcement of any of the provisions of this chapter shall, upon conviction, be fined as set forth in § ~~159.99~~ in the general penalty of this code §10.99.

The Zoning Official is hereby designated and authorized to enforce this chapter and has the authority to issue citations to persons not in compliance with this chapter.

(B) In case any building or structure is erected, constructed, reconstructed, altered, repaired, converted, or maintained, or any building, structure, or premises is used in violation of this chapter or other regulations made under the authority conferred thereby, the City, in addition to other remedies, may institute any appropriate action or proceedings to prevent such unlawful erection, construction, reconstruction, alteration, repair, conversion, maintenance, or use; to restrain, correct, or abate such violation; to prevent the occupancy of such building, structure, or premises; or to prevent any illegal act, conduct, or use in or about such premises.

(Ord. 96-4835, passed 4-16-1996)

~~§ 159.99 PENALTY~~

~~Whoever violates any provision of this chapter shall be subject to a fine of not less than \$1, nor more than \$500, and the costs of prosecution, for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.~~

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**CITY OF MATTOON, ILLINOIS**

**ORDINANCE NO. 2009-5283**

**AN ORDINANCE AMENDING THE SECTIONS OF THE CITY OF MATTOON’S CODE OF ORDINANCES REFERING TO PLANNED UNIT DEVELOPMENTS (“PUD”)**

**WHEREAS**, the City of Mattoon currently has a PUD ordinance that is not codified and requires incorporation in to Chapter 157, “Subdivision Regulation” of the Mattoon Code of Ordinances, and

**WHEREAS**, the Zoning Board of Appeals held a properly noticed public hearing on October 1, 2009; and

**WHEREAS**, the Planning Commission and the Zoning Board of Appeals for the City of Mattoon have recommended that the requested text change to the Zoning Code be approved; and

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

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Mattoon as follows:

**Section 1. Recitals.** The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

**Section 2. Supersession and Changes**

A. Ordinance number 88-4581 passed on August 2, 1988 is hereby superseded and replaced by Attachment A to this Ordinance, which shall be consider as a part of this Ordinance and shall be incorporated into the Mattoon Code of Ordinances.

B. The following text contained in the Mattoon Zoning Code shall be replace with “§159.52 [Reserved].”

“§159.52 PLANNED UNIT DEVELOPMENT

See Planned Unit Development Code Ordinance No. 88-4851.”

**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 \_\_\_\_\_, 2009, by a roll call vote, as follows:

RECORD OF THE VOTE	Aye	Nay	Abstain	Absent
Mayor David Cline				
Commissioner Randy Ervin				
Commissioner Tim Gover				
Commissioner Rick Hall				
Commissioner Chris Rankin				

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
David W. Cline, 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 \_\_\_\_\_, 2009.

## **§ 157.80 PLANNED UNIT DEVELOPMENT ~~TITLE I—PREAMBLE~~**

These regulations shall be known, referred to, and cited as "Planned Unit Development" or may be shortened to "PUD." This article incorporates and supersedes ordinance number 88-4851.

(A) Intent. The intent of these PUD regulations is to permit greater flexibility and, therefore, promote more creative and imaginative design than is normally possible under conventional zoning or subdivision regulations. It is further intended to promote more economical and efficient use of land while providing a harmonious variety of housing choices, a higher level of urban amenities, and preserving natural scenic and open space.

(B) Applicability. The provisions of this section shall be applicable to any land development project, comprehensively planned as an entity, and only if the owner or owners of the tract formally apply for PUD approval. Otherwise, said application shall be processed as a standard subdivision and be subject to the provisions of this chapter.

## **§ 157.81 PUD DEFINITIONS ~~TITLE II—RULES AND DEFINITIONS~~**

Words used in the section shall be defined as they are in this and other chapters of this Code; however, the more specific shall always apply and definitions within this sections shall have precedence in this section over other definitions contained in this Code.

~~Board of Appeals: The City of Mattoon Zoning Board of Appeals, established by the Zoning Ordinance of Mattoon, Illinois, and referred to herein as the Board of Appeals or Board.~~

~~2.2.2 City Clerk: The City Clerk of the City of Mattoon, Illinois.~~

~~2.2.3 City Council: The City Council of the City of Mattoon, Illinois.~~

Chapter: When used in §§157.80 through 157.85, chapter shall refer to those designations.

City Engineer: Until such time as the City has on staff as full or part-time City Engineer, such reference in this Ordinance shall refer to any private engineer, registered to practice in Illinois, who may be retained by the City to perform site inspections, make cost estimates, or perform any other technical duties associated with these regulations.

Cluster: The less restricted or unrestricted placement and size of lots in exchange for other amenities such as additional open space. This is a method of accomplishing either density increase or density transfer.

Density: The ratio of dwelling units to a specific unit of area (~~acres, square miles, etc.~~).

Density, Gross: The density of a site prior to deductions in area for streets, sidewalks, defined open spaces, and any other normal deductions in area.

Density Increases: The granting, by the ~~corporate authorities~~ City Council, of densities greater than normally allowed maximums, upon compliance with other specific ordinance criteria.

Density, Micro: The calculated density, either gross or net, of only a specific portion of the total development site.

Density, Net: The density of a site after deductions in area for streets, sidewalks, defined open spaces, and any other normal deductions in area.

Density Transfer: Similar to density increases, except that this usually refers to only an isolated portion of the entire site and over-all project density may be within the required maximum.

Environmental Design: The increased design flexibility and procedural exchanges common to the PUD concept allow ~~municipal authorities~~ the City Council the opportunity to require environmental

design standards in exchange for density increases and other waivers. Environmental design criteria may include: landscaping plan, grading and erosion plans, lowlands preservation plan, open space plan, or environmental impact plan.

Homeowners Association. A legally constituted organization for managing and maintaining any commonly owned property in a PUD. Traditionally, such organizations also assume such roles as architectural review, and delivery of some basic services, such as trash pick up.

~~(i.e., trash pick up or street maintenance).~~

Non-Residential Uses: Such uses would include commercial, religious, educational, or recreational land uses. To be allowed within a particular PUD, such uses must be designed as part of the original PUD plan by the same developer and must be determined by the ~~reviewing authorities~~ Planning Commission and the City Council to be for the explicit service and conventions of the residents of the PUD.

Open Space: Those portions of a development site which, by covenant, are prohibited from any kind of permanent structural development, except normal recreational facilities.

Open Space, Common: Generally, a larger parcel or parcels of land reserved primarily for the leisure and recreational use of all the PUD residents and owned and usually maintained in common by them ~~Usually~~ through a homeowners association.

Open Space, Private: Generally, a smaller parcel of land located immediately adjacent to an individual dwelling unit, owned and maintained by the residents, and reserved exclusively for their use.

Open Space, Public: Differs from common open space only in terms of ownership. It is dedicated in fee to the City of Mattoon ~~local governing body or one of its agencies~~ and operated and maintained by ~~them~~ the City. While public open space in a PUD is designed primarily for use by its residents, such space cannot be reserved for their exclusive use due to the nature of ownership.

~~Planning Commission: The City Planning Commission of the City of Mattoon, Illinois.~~

Planned Unit Development (PUD): A land development project, comprehensively planned as an entity via a unitary site plan, which permits flexibility in ~~lotting~~ lot design, housing types, land use, open spaces and the preservation of significant natural features.

Pre-application Conference: This meeting(s) is primarily an information exchange which gives the developer an opportunity to sit down with the Review Committee and informally discuss his proposal in relation to this requirement of the PUD Code.

Pre-application Review Committee: A special ad hoc committee authorized by the City Council whose sole purpose is to conduct pre-application conferences whenever necessary. This Review Committee is a technical committee, composed of the City Administrator, who shall act as Chairman, Planning Commission Chairman, the Zoning Board of Appeals Chairman, the Fire Chief, the Street Department Superintendent, the Sewer Superintendent, the Water Superintendent, the Building Official, the Superintendent of Schools or his designee, and the Chairman of the Park Board, if applicable ~~the Director of Community Development, the Public Works Director, and the Fire Chief.~~

Reviewing Agencies: ~~Those designated~~ Agencies of City ~~and County~~ charged with the task of reviewing PUD proposals. They are for the Planning Commission Zoning Board of Appeals, and the City Council.

## **§ 157.82 TITLE III-BASIC PROVISIONS**

(A) PUD Classifications. At the time of the pre-application conference, the developer shall

indicate the specific type of PUD which he is proposing. The following classifications of PUDs are the only varieties which will be permitted under this Code:

- (1) PUD-R1 Single-Family Residential: The only land use allowed in this type of PUD shall be detached single-family dwelling units.
- (2) PUD-R2 Mixed Residential: Any type of residential land use, except mobile homes ~~and single family~~ shall be allowed in this classification.
- (3) PUD-R3 Mobile Home Park: The only land uses allowed here are permanent mobile homes which meet the regulations imposed by State of Illinois Department of Public Health.
- (4) PUD-C Commercial: Only commercial land uses permitted in Districts C1, C2, and C3 of the Mattoon Zoning Ordinance shall be allowed in this classification.
- (5) PUD-I Industrial: Only commercial and industrial land uses, as specified in this Code, shall be allowed in this classification.
- (6) PUD-M Mixed Uses: Any combination of land uses allowed in classifications PUD-R1, R2, and C shall be allowed here.

(B) The above listed types of PUDs shall be allowed only in the following Districts without a zoning change:

TABLE ONE  
TYPES OF PUD ALLOWED IN ZONING DISTRICTS PER THE ZONING CODE

Type of PUD	Allowed in Zoning District
R1	All Districts Except I
R2	All Districts Except R1 and RS
R3	All Districts Except R1, R2, R3, & I
C	All Districts Except R1, R2, R3, RS, & I
I	I District
M	Districts R3 and C

(C) Coordination with Regulatory Ordinances of City of Mattoon, Illinois.

(1) Subdivision Control Ordinance: It is the intent of this ~~Code section~~ that the normal subdivision review, as specified in ~~the Subdivision Control Ordinance, Mattoon, Illinois this Chapter,~~ be waived in lieu of a PUD review, as specified in this ~~Code section,~~ for those development proposals meeting the ~~applicability~~ requirements of 1.4 (~~Applicability~~) of this ~~Code section.~~ However, any regulations, requirements, or design standards of ~~the Subdivision Control Ordinance this chapter~~ not specifically addressed in this ~~Code section,~~ shall be applicable to a PUD.

(2) Zoning Ordinance: No public hearing shall be held on a proposed PUD until any required zoning change has been fully approved in the manner prescribed in the ~~Zoning Ordinance Code.~~

(3) Any regulations, requirements, or standards of the Building Code, ~~the Housing Code,~~ or any other City Code, ordinance, or regulation, not specifically addressed in this ~~Code section,~~ shall be applicable to a PUD.

(D) Ownership Requirements. Anyone making formal application for PUD approval must be the legal owner, or one of a group of legal owners, of the property described in the PUD application, or have an option to purchase the property.

(E) Availability of Public Services

(1) Relation to Major Transportation Facilities. All PUDs shall be so located with respect to major streets and highways or other transportation facilities as to provide access to such PUD without creating additional traffic along minor streets in residential areas adjacent to such PUDs.

(2) Relation to Utilities. All PUDs shall be so located with respect to sanitary sewers, water lines, surface and subsurface drainage systems, and other utility systems and installations so that neither extension nor enlargement of such systems, at public expense, shall be required.

(F) Application and Processing Fees At the time of Preliminary Development Plan application, as specified ~~in 4.2.2 of this Code herein.~~ The developer shall submit to the City Clerk a non-refundable fee payment for application and processing according to the following schedule:

(1) Preliminary Development Plan: ~~\$30.00~~ \$50.00 base fee for application.

(2) Plus processing a fee of \$25.00 per acre.

~~\$ none per acre where total site is 5-10 acres;~~

~~\$ none per acre where total site is 11-15 acres;~~

~~\$ none per acre where total site is 16-20 acres;~~

~~\$ none per acre where total site is over 20 acres.~~

(3) Final Development Plan: ~~\$15.00~~ \$25.00 base fee for application and processing only.

(4) In addition any costs incurred by the City for technical reviews beyond City employee work will be paid in full by the developer.

## **§ 157.83 ~~TITLE IV~~ REVIEW PROCEDURES**

(A) Pre-application Conference. This informal phase is intended as an information exchange between the developer and the pre-application Review Committee. ~~created by this Code and authorized by the Mattoon City Council.~~

*NOTE: This is a dupe, covered in definitions.* ~~For the purpose of implementing this review phase of these regulations, there is hereby created a PUD Review Committee charged with the task of conducting the preapplication confereces established by this Code. The membership of this Committee shall include at least the following: The Plan ning Commission Chairman, the Zoning Board of Appeals Chairman, the Fire Chief, the Street Superintendent, the Sewer Superintendent, the Water Superintendent, the Building Official, the Superintendent of Schools or his designee, and the Chairman of the Park Board.~~

(1) Requirements:

(a) Initial Site Plan. The developer must provide a site ~~sketch~~ drawing to scale showing the basic concept of the proposed PUD.

(b) Initial Development Plan. This shall include information such as preliminary architectural design, landscaping, location of any common facilities, preliminary circulation patterns, ~~etc~~ a description of land uses for various areas within the PUD, and the zoning and type of structures adjacent to the PUD area.

(2) Procedure:

(a) The developer shall be responsible for contacting the ~~Mattoon Planning Commission Chairman~~ Director of Community Development to indicate his intention of presenting a PUD proposal. The ~~Chairman of the Planning Commission~~ Director of Community Development will arrange a date, place, and time for the pre-application conference.

(b) At the pre-application conference, the developer shall present his proposal to the Pre-application Review Committee in an informal and fully public manner.

(c) Minutes or a recording, in which case the City Clerk shall cause a summary minutes of the conference to be recorded, shall be kept of the conference and transmitted to the Planning Commission for inclusion into the transcript of the public hearing.

(d) Within one year of the pre-application conference, the developer shall proceed with the proposed PUD by filing a Preliminary Development Plan Application. If a ~~Plan~~ Preliminary Development Plan Application is not filed within the one year time period, the review procedure will begin anew.

(B) Preliminary Development Plan. In addition to a properly completed Preliminary Development Plan Application, the following shall be required:

a. ~~Written Documents:~~

(1) A legal description of the entire site proposed for development, including statements of present and proposed ownership, present zoning of the site; and any zoning changes ~~as addressed in 3.2.2 (a) of this Code~~ that are desired for the PUD and are approved per the Zoning Code.

(2) A statement of planning objectives to be achieved through the particular approach proposed by the applicant. This ~~should~~ shall include a description of the character of the proposed development and the rationale behind the assumptions and choices made by the applicant.

(3) A development schedule indicating the approximate dates of beginning and of completion of the PUD construction or stages of such.

(4) A statement of the applicant's intentions with regard to the future selling or leasing of all or portions of the PUD.

(5) The following items of quantitative data:

- (a) total number and type of dwelling units;
- (b) total parcel size;
- (c) proposed coverage by buildings or structures;
- (d) approximate gross and new residential densities;
- (e) total amounts of open space and useable open space, in acres; and
- (f) amount and type of nonresidential construction.

(6) A site plan and any supporting maps which shall contain the following minimum information:

(a) Existing site conditions including: contours at two foot intervals; water courses; flood plains; man-made drainage facilities; unique natural features; and forest cover.

(b) Orientation, dimensions, and area of all proposed lots.

(c) Location and total floor area of any proposed buildings or structures, including maximum heights, type, and proposed use.

(d) Location and size, in acres, of all areas to be conveyed, dedicated, or reserved as open space, indicating, in each case, the specific type of open space.

(e) The existing and proposed vehicular circulation system, including off street parking, service areas, loading areas, and points of access to public rights-of-way.

(f) The existing and proposed pedestrian circulation system, indicating proposed treatments of any points of conflict with vehicular patterns. Pedestrian sidewalks are required in all PUD areas, except I.

(g) The existing and proposed utility systems, including sanitary sewers, storm sewers, water supply, electric, gas, telephone, and cable for television or internet.

(h) A general landscaping plan indicating the treatment of and materials used for all proposed open spaces.

(i) A plan for the treatment of the perimeter of the site, indicating materials and techniques to be used such as screens, fences, or walls.

(j) Any additional information as may be required by the reviewing authorities to thoroughly evaluate the character and impact of the proposed PUD.

#### (7) Procedure

(a) The developer shall be responsible for initiating the procedure by making formal application to the City Planning Commission through the ~~Chairman~~ Director of Community Development. The applicant shall submit eight copies of each item specified in this section 4.2.1 of this Code, and any processing fees to the City Clerk. ~~for distribution outlined in d of this section.~~

(b) If the application materials are in order, the ~~Chairman of the Planning Commission~~ Director of Community Development shall notify the City Clerk within thirty days after receipt of the materials. The City Clerk shall have published in a local newspaper a legal notice for a public hearing on the proposed PUD, not less than fifteen nor more than thirty days prior to the date of the hearing.

(c) The Planning Commission shall sponsor said hearing for the purpose of informing the public of the proposed PUD and to allow the developer an opportunity to present his proposal.

(d) The following review agencies shall have up to thirty days prior to the public hearing to conduct their review and to forward their findings to the Planning Commission: ~~Water~~ The City Departments of Public Works, Recreation and Cemetery, Fire, and Sewer Department, Fire Department, Street Department, Coles County Soil and Water Conservation District.

(e) If there is any kind of zoning action to be taken (~~i.e.,~~ that is a change, variance, or special use, etc) the written findings of the above review agencies shall ~~first~~ be forwarded to the Zoning Board of Appeals (ZBA), in the case of a variance or an appeal from the Zoning Officer's decision, for review and comment at their first regular meeting after the required thirty-day review period for variance matters. The Zoning Board of Appeals shall then forward their written findings to the Planning Commission.

If there is no zoning action to be taken, the findings of the City Departments shall be forwarded to the Planning Commission via the City Administrator. ~~review agencies shall be forwarded to the City Council~~ Coles County Soil and The Water Conservation District shall forward its review to the Planning Commission.

(f) The Planning Commission shall, at its first regular meeting after receiving the written findings of all review agencies and the Zoning Board of Appeals, if applicable, review the

Preliminary Development Plan and forward its recommendations to the City Council via the City Clerk.

(g) The Preliminary Development Plan shall ~~automatically~~ be placed on the agenda of the first available regular or special City Council meeting following the action of the Planning Commission, but at least ten working days after said Planning Commission action.

(h) The City Council shall review the Preliminary Development Plan and render an approval, medication, or denial of the same.

(C) Final Development Plan

(1) Requirements

(a) ~~Additions or Revisions~~ -The applicant must state in writing and show on any plans and drawings any and submit any additions to or revisions of made to the approved Preliminary Development Plan.

(b) Final Plans

1. The applicant must also submit the finalized form of all items required in the Preliminary Development Plan. If the final form differs from that submitted in the Preliminary Application such final plans shall include:

- a. architectural details;
- b. street construction details;
- c. recreational facilities details;
- d. landscaping details; and,
- e. any other pertinent details.

2. Also submitted, shall be properly signed and sealed certificates, as specified in ~~section 6.5 of this Code §157.85(E)~~.

3. A copy of any protective covenants or deed restrictions.

4. Any other plans or specifications that may be necessary for final engineering approval of drainage facilities, street design, and other facilities.

(c) Compliance with Preliminary Plan -The Final Development Plan shall be deemed in substantial compliance with the approved Preliminary Development Plan provided the final plan does not deviate from the Preliminary Plan by more than any one of the following:

1. Reduce the lot area requirement by more than ten percent;
2. Reduce the area reserved for open spaces by more than ten percent;
3. Increase total floor area proposed for non-residential use by more than ten percent; or,
4. Increase the total ground area covered by buildings more than five percent.

(2) Procedure:

(a) Within six months following the approval of the Preliminary Development Plan by the City Council, the applicant shall be responsible for submitting a properly completed application form and eight copies of those additional items specified in ~~section 4.3.1 of this Code §157.83(C)(1)~~ to the Planning Commission ~~Chairman~~ via the Director of Community Development and remitting to the City Clerk all processing fees as specified in ~~section 3.5 of this Code §157.82(F)~~.

(b) The ~~City Clerk~~ Director of Community Development shall submit copies of the application materials to the other specified review agencies.

(c) The review agencies shall have up to thirty days after receipt of the materials to complete their review of the Final Plan and forward their findings to the Planning Commission via the Director of Community Development

(d) The Planning Commission shall at its first regular meeting after receiving the written findings of all review agencies, review the Final Development Plan and forward its recommendations to the City Council.

(e) The Final Development Plan will ~~automatically~~ be placed on the agenda of the first regular City Council meeting after the expiration of ten working days following action taken by the Planning Commission.

(f) The City Council shall render an approval, modification, or denial of the Final Development Plan. If denied, the applicant shall be informed in writing of the reasons for denial. Upon denial, the developer may resubmit a revised Final Development Plan following these procedures. If the City Council modifies that final plan the developer, may at his option, withdraw the final plan within ten days after modification of the final plan by the City Council.

(D) Amendments to the Final Development Plan

(1) Any proposed changes shall be reviewed by the Planning Commission at a regular or special meeting and approval given without a public hearing, except in case of the following:

- (a) A change in the use or character of the development;
- (b) An increase in overall structural coverage;
- (c) An increase in the intensity of use;
- (d) A reduction in approved open space;
- (e) A reduction in off-street parking or loading space;
- (f) A reduction in required pavement widths; or
- (g) An increase in the problems of traffic circulation and public utilities.

(2) The Planning Commission shall forward any approved changes to the City Council for final action.

(3) Any change or amendment to an approved Final Development Plan which is not properly approved but which is still implemented by the developer shall be construed as a violation of this Code and liable to the penalties specified in ~~section 6.2 of this Code~~ §157.85(B).

(E) Recording of Final Development Plans

(1) Recording of an approved Final Development Plan shall be within ~~one year~~ three months after approval and shall be the responsibility of the developer. No work shall begin nor shall any permits be issued for work on the PUD until the Final Development Plan has been recorded.

(2) The developer shall have complied with all requirements and procedures as specified by the City Clerk before the Final Development Plan is presented to the County Clerk for recording and shall be as follows:

(a) All applicable fees specified in this Code have been paid in full and the developer possesses a signed receipt for said fees from the City Clerk's office;

(b) The Final Plan has been approved by the City Council and all necessary forms and certificates as specified in ~~section 6.3 §157.85(E) of this Code~~ have been signed, sealed, and attested; and

(c) Any required bonds to cover construction and maintenance guarantees have been posted by the developer with the City Clerk. A written verification by the City Clerk must be presented to the County Clerk in order to record the PUD.

(F) Required Documents and Bonds

(1) The construction and maintenance of all public facilities and improvements which are a part of the PUD shall be guaranteed to the City in the form of a performance bond which shall be secured by cash or corporate security bonds as approved by the City Attorney. The guarantee for construction and maintenance shall be in a sum equal to one hundred twenty percent (120%) of the estimated cost as determined by the City Engineer. Maintenance shall be guaranteed to the City for a period ending eighteen months after final acceptance of all facilities by the City. The maintenance guarantee shall be in the form of the same performance bond guaranteed by cash or corporate security bonds. If the security is cash, five-sixths (5/6) of the construction bond heretofore referred to in this paragraph shall be returned to the developer and one-sixth (1/6) retained by the City as security for this maintenance guarantee. If the maintenance guarantee is secured by corporate security bonds as approved by the City Attorney, then the corporate security bonds shall be the same bonds as initially submitted to guarantee the construction but may have a provision that it shall be reduced to one-sixth (1/6) of its value upon acceptance of the construction of the public facility improvements by the City and continue for an uninterrupted period of eighteen months thereafter. The developer shall be responsible for all maintenance during a period of time ending eighteen months after final acceptance of the public facilities improvements by the City and the City may enforce that guarantee by any remedy in law or equity available to the City and is not limited to the value of the maintenance bond filed by the developer as required by this section.

(2) The applicant shall submit a certificate from the County Clerk to the Planning Commission stating that no delinquent taxes or unpaid special assessments constituting a lien on the whole or any part of the property of the PUD are unpaid or exist. Such certificate shall be made a part of the PUD documents ~~prior to its submission~~ submitted to the Planning Commission for its final recommendation to the City Council.

**§ 157.84 ~~TITLE V~~ DESIGN STANDARDS**

(A) Quantitative Standards. The quantitative design standards of density, parcel size, site coverage, building height, parking, and open space are addressed in the following table:

TABLE TWO  
DESIGN STANDARDS FOR PUD DEVELOPMENTS

PUD Type	Max Gross Density w/ Water and Sewer	Max Gross Density w/o Water and Sewer	Max Parcel Size (acres)	Site Coverage (%)	Max Structure Height (feet)	Min Open Space Area (%)	Parking
R1	6	2	10	30	35	35	<u>As required by normal sub-</u>
R2	12	N/A	10	70	70	15	
R3	8	N/A	10	35	35	20	
C	-	-	5	65	50	10	

I	-	-	20	60	108	10	<u>division rules</u>
M	10	N/A	20	40	35	20	

(B) Environmental Design

(1) A general landscaping plan shall be required at the time of initial submission to be followed by a detailed plan submitted with the Final Development Plan, showing the spacing, sizes, and types of landscaping materials.

(2) Existing trees shall be preserved wherever possible. Location of trees must be considered when planning common open spaces, location of buildings, underground utilities, walks, paved areas, playgrounds, parking areas, and finished grade lands.

(3) Any areas in the fifty year flood plain shall be preserved as permanent common open spaces.

(4) All manufactured earthen slopes shall be planted or otherwise protected from the effects of storm runoff erosion and shall be of a character so as to cause the slope to blend with surrounding terrain and development. The developer shall provide for maintenance of said planting until growth is established to include replacement of failed plantings.

(C) Streets and Circulation

(1) Street right-of-way width and street construction shall ~~be in conformance with the regulations of the Subdivision Control Ordinance~~ this Subdivision Chapter for all proposed public streets.

(2) Minimum pavement widths shall be thirteen feet for the first lane of traffic in each direction (twenty-six feet total for two-way, two lane) and an additional eleven feet for each additional lane in each direction (forty-eight feet total for two-way, four lane).

(3) All vehicular access points into or out of a PUD shall be designed to permit smooth traffic flow with controlled turning movements and minimum hazards to vehicular or pedestrian traffic.

(4) No part of any building shall be further than one hundred feet from proposed access street or drive providing access from an existing public street.

(5) Dead end streets of any type ~~shall be absolutely~~ are prohibited in all PUDs. Cul-de-sacs may be allowed, but only if the usable paved surface is at least one hundred twenty feet in diameter.

(6) If the proposed PUD is serviced by City water or a State approved private community water supply system, and retains private ownership of streets, the developer shall be responsible for placing fire hydrants as specified by the Fire Department and the ~~Water~~ Public Works Department, ensuring water lines are looped.

(7) Sites without adequate access to public arterial streets will require a lower density or fewer parking spaces (in the case of commercial or industrial) than sites with adequate access. Adequate vehicular access shall be defined as:

(a) Residential PUD -One (1) two-way or two (2) opposite one way access points to a public arterial street per twenty total dwelling units, provided there is a minimum of one two way or two opposite one-way access points for any residential PUD.

(b) Commercial and Industrial PUD -One (1) two-way or two (2) opposite one way access points to a public arterial street per one hundred total marked parking spaces, provided there is a minimum of one (1) two-way or two (2) opposite one-way access points for any commercial or

industrial PUD.

(8) Standards of design and construction for streets, both public and private, within residential PUDs, may be modified as deemed appropriate by the City Council. Right-of-way and pavement width may be reduced as deemed appropriate by the City Council where the plan of the PUD provides for the separation of vehicular and pedestrian circulation patterns.

(9) Private streets and drives need not meet the specific requirements of the Code if the City Council, after recommendation of the ~~Fire Chief, Police Chief, Street Superintendent and City Administrator~~ and the Planning Commission finds that the design of the proposed streets is adequate to protect the public health, safety, and welfare, and will promote the purpose of this Code.

(10) If the owners should request, in the future, that the private streets be accepted by the City as public streets, the owners shall bear full expense of reconstruction or any other action necessary to make the streets fully conform to all requirements which may be applicable at that time for public streets, prior to dedication and acceptance. Any street dedicated to public use at any time shall be so dedicated without monetary compensation to the owners.

(D) School and Park Dedications

(1) Any proposed dedication of land for future schools or public parks shall be so dedicated without monetary compensation to the owners.

(2) If the proposed PUD site includes any areas which have been previously designated for development of a future public school in an adopted master plan, the developer shall be required to convey the appropriate parcels of land to the public and shall receive fair market value for such conveyance.

(3) If the proposed PUD site includes any areas which have been previously designated for development of a future public park in an adopted master plan, the developer shall be required to convey the appropriate parcels of land to the public and shall receive fair market value for such conveyance.

(4) Any portions of a PUD site with slopes in excess of fifteen percent shall be permanently reserved as common open space and no structural development or other type of land coverage shall be allowed except as may be permitted by a decision of the Planning Commission and approved by the City Council.

(5) Fair market value shall be determined by averaging the opinions of three qualified and experienced real estate appraisers. ~~The three qualified and experienced real estate appraisers shall be determined by the method provided in this paragraph.~~ The Developer shall select one qualified and experienced real estate appraiser and the City shall select a second qualified and experienced real estate appraiser. The two qualified and experienced real estate appraisers so chosen shall select a third qualified and experienced real estate appraiser. Each of the three qualified and experienced real estate appraisers ~~so chosen~~ shall render a written appraisal showing his/~~her~~ opinion as to the fair market value of the real estate involved. The ~~mean or~~ average of the three values so developed shall be deemed as the fair market value for such real estate.

(E) Nonresidential Uses in Residential PUDs

(1) Nonresidential uses within a residential PUD may be permitted, if specifically approved by the Planning Commission and City Council, and provided that such uses are primarily for the service and convenience of the residents of the PUD.

(2) Approved nonresidential uses of a commercial nature shall be absolutely limited to those allowed under the CI Neighborhood Commercial classification of the ~~Mattoon~~ Zoning Ordinance Code.

(3) Nonresidential use construction shall conform to the following development timing, shown in Table 3:

TABLE THREE  
DEVELOPMENT TIMING FOR NONRESIDENTIAL USES IN A RESIDENTIAL PUD

Total Dwelling Units Proposed	Percent of Occupancy Prior to Construction of:	
	Any Nonresidential Use	CI Commercial Use
1 to 50 units	75	100
51 to 100 units	50	75
Over 100 units	30	50

**§ 157.85 TITLE VI ADMINISTRATION**

(A) Enforcement

(1) The enforcement authority for this ~~Code Chapter~~ shall be vested ~~by special ordinance of the City Council, in the Mattoon Planning Commission.~~ in the Director of Community Development, who may seek any technical assistance in enforcement may be obtained from whatever source and at any time as may be deemed necessary by the Planning Commission Director of Community Development.

(2) If no construction has begun in the PUD within six months from the approval of the PUD and recording of documents, said approval shall lapse and be of no further effect. The Planning Commission, upon showing of good cause by the developer, may grant a one time extension for a period(s) of six months from the time for beginning construction began.

(3) The applicant must substantially complete the development of the planned unit within two years from the time of its final approval. If the planned unit is to be developed in stages, the applicant must substantially complete the development of each stage within two years of the time provided for the start of construction of each stage in the development schedule.

(4) If the applicant does not substantially complete the planned unit, or any stage of the planned unit, within the time limits imposed by the preceding section, the Planning Commission shall review the planned unit and may recommend that the time for completion of the planned unit be extended, that the approval of the planned unit be revoked, or that the planned unit be amended. The Planning Commission's recommendation shall be subject to the procedures authorized by ~~Title IV §157.83, "Review Procedures"~~ governing the approval of an initial application for a planned unit PUD.

(B) Violations and Penalties. The following violations shall be subject to a fine per §10.99, "General Penalty" assessed by a court of competent jurisdiction. ~~in a sum ranging from \$1 to \$500. Each day such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such hereunder.~~

(1) Violation of any of the provisions of this ~~Code Chapter~~.

(2) Any type of construction, public or private, prior to complete and final approval and recording as specified in ~~Title VI §157.85~~ of this ~~Code Chapter~~.

(3) The sale, offering for sale, or other transfer of ownership of any property within the PUD site prior to complion and final approval and recording as specified in ~~Title IV §157.83~~.

(C) Design Compromise. Any design or site planning provision of this ~~Code Chapter~~ may be varied, altered, or waived by offering a compromise acceptable to the City Council. Such compromise

must be in the form of:

(1) The offering of more than the minimum requirement of some other provision of this ~~Code~~ Chapter;

(2) The offering of additional amenities not specified or required in this ~~Code~~ Chapter which would be deemed an acceptable compromise by the appropriate City officials;

(3) No such compromise shall be considered by the City Council until the Planning Commission and the reviewing agencies referred to in ~~4.2.2(d)~~ §157.83(B)(7)(d) have considered the compromise and made their respective recommendations; or,

(4) Any such compromise approved by the City Council shall be approved by ordinance, which ordinance shall be recorded with the County Recorder as an amendment to the PUD. The recording shall be the responsibility of the Developer.

(D) Validity. These regulations shall be deemed separable and the invalidity of unconstitutionality of any portion of these regulations shall not affect the validity or constitutionality of the remaining portions.

(E) Forms and Certificates.

(1) ~~Blanks of all forms and certificates authorized and created by this Code Chapter may be found in Appendices A and B. The Director of Community Development shall devise and update forms and certificate, with the assistance of the City Attorney that will assist developers in carrying out their responsibilities per this Chapter.~~

(2) Application forms shall be completed in the manner provided. The required certificates ~~need only be written in substantially the form shown in the examples, but~~ must be submitted with the Final Development Plan application materials, ~~preferably~~ as a permanent part of the original final plan drawing or plat.

#### 6.6 — Effective Date

~~These regulations shall be in full force and effect from and after their passage and approval by the City Council in regular session. The City Clerk is hereby authorized and directed to cause this Ordinance to be incorporated as the official Planned Unit Development Code for the City of Mattoon, Illinois.~~

*[Note: The following application and certification forms are not part of the ordinance and generally represent the forms contained in the original ordinance. These will also be the initial forms used by Kyle to help process a PUD submission.]*

**APPLICATION FORMS REQUIRED BY  
CHAPTER § 157.80 “PLANNED UNIT DEVELOPMENT”**

**FORM PUD-1, “Application for Approval and Review Record for Preliminary Development Plan”**

I. General Information

Name of PUD: \_\_\_\_\_

PUD Classification: \_\_\_\_\_ Size (Acres): \_\_\_\_\_

Name of Developer: \_\_\_\_\_

Full Address: \_\_\_\_\_

Telephone: (Home or Business) \_\_\_\_\_ (Cell) \_\_\_\_\_

Engineering Firm: \_\_\_\_\_

Full Address: \_\_\_\_\_

Telephone: (Home or Business) \_\_\_\_\_ (Cell) \_\_\_\_\_

II. Development Data (If phased, give only figures for the beginning phase applied for.)

Type of Development (check one):  Entire site  Phased

Total Dwelling Units

Number of Single Family Units: \_\_\_\_\_ & Single Family Acreage: \_\_\_\_\_

Number of Two Family Units: \_\_\_\_\_ & Two Family Acreage: \_\_\_\_\_

Number of Multi-family Units: \_\_\_\_\_ & Multi-Family Acreage: \_\_\_\_\_

Total Residential Units: \_\_\_\_\_ & Total Residential Acreage: \_\_\_\_\_

Is there any zoning action needed?  Yes  No (if yes explain) \_\_\_\_\_

III. Attachments. The following items must be submitted with this application and are made a part of the application:

Documents: (8 copies each)

- Legal description (if phased for all phases)
- Statement of planning objectives (if phased for all phases)
- Development schedule
- Selling or leasing intentions statement
- All required quantitative data items specified by the PUD Code (if phased for phase)
- Site plan with supporting maps per the PUD Code (if phased for phase; however all phase areas must be shown on the site plan or a separate over all view plan.)

IV. Application and processing fees per the PUD Code have been received.

Signature of the City Clerk: \_\_\_\_\_ Date: \_\_\_\_\_

V. Developer's Certification

I hereby certify that the materials included in this application represent a true and accurate description of development that I am proposing.

Submitted this day of \_\_\_\_ month of \_\_\_\_\_ year of \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Before me, the undersigned Notary Public, in and for the County of Coles and State of Illinois, personally appeared the above person or persons, and each separately and severally acknowledged the execution of the foregoing instrument as his or her voluntary act and deed, for the purposes therein expressed.

Signed before me by: \_\_\_\_\_ on this \_\_\_\_ day \_\_\_\_\_, 20\_\_\_\_.

WITNESS My Hand and Notarial Seal this \_\_\_\_ day \_\_\_\_\_, 20\_\_\_\_.

(seal)

Signature of Notary Public:

\_\_\_\_\_

.....(Official Use Only).....

Date received by the Director of Community Development: \_\_\_\_\_

Date of Public Hearing: \_\_\_\_\_

Reviewing Agencies Review Check Offs		
Agency	Date	Comments Attached
Public Works Director		<input type="checkbox"/> Yes <input type="checkbox"/> No
Fire Chief		<input type="checkbox"/> Yes <input type="checkbox"/> No
Coles County Soil & Water Conservation District		<input type="checkbox"/> Yes <input type="checkbox"/> No

Date of Zoning Hearing (if applicable): \_\_\_\_\_

Comments on Zoning Hearing: \_\_\_\_\_

Date submitted to Planning Commission: \_\_\_\_\_

Date of Planning Commission meeting: \_\_\_\_\_

Action: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

Signature of Chairman, Planning Commission: \_\_\_\_\_

**FORM PUD-2, "Application for Approval and Review Record for Final Development Plan"**

I. General Information

Name of PUD: \_\_\_\_\_

PUD Classification: \_\_\_\_\_ Size (Acres): \_\_\_\_\_

Name of Developer: \_\_\_\_\_

Full Address: \_\_\_\_\_

Telephone: (Home or Business) \_\_\_\_\_ (Cell) \_\_\_\_\_

Engineering Firm: \_\_\_\_\_

Full Address: \_\_\_\_\_

Telephone: (Home or Business) \_\_\_\_\_ (Cell) \_\_\_\_\_

Architectural Firm: \_\_\_\_\_

Full Address: \_\_\_\_\_

Telephone: (Home or Business) \_\_\_\_\_ (Cell) \_\_\_\_\_

II. Development Data (Complete this section only if any changes have occurred since Preliminary Application.)

Type of Development (check one):  Entire site  Phased

Total Dwelling Units

Number of Single Family Units: \_\_\_\_\_ & Single Family Acreage: \_\_\_\_\_

Number of Two Family Units: \_\_\_\_\_ & Two Family Acreage: \_\_\_\_\_

Number of Multi-family Units: \_\_\_\_\_ & Multi-Family Acreage: \_\_\_\_\_

Total Residential Units: \_\_\_\_\_ & Total Residential Acreage: \_\_\_\_\_

If applicable, has all necessary zoning action taken place?  Yes  No

Description	Planning Commission	Zoning Board of Appeals for variances & appeals on the Zoning Officer
Date of Zoning Hearing		
Commission or Board Action		
City Council Decision		

Estimated Total Cost of public improvement facilities: \$\_\_\_\_\_

NOTE: A detailed written cost estimate as prepared by the engineering firm or architectural firm listed in section I shall be attached to this form.

III. Attachments

Eight copies of the following items must be submitted with this application and are part of it:

Yes  No Have any additions or revisions to the approved Preliminary Development plan been submitted with this Final Application?

Final Plans (if phased for the applicable phase)

- Architectural Details
- Street Construction Details
- Recreation Facilities Details
- Landscaping Details
- Other Details (Specify: \_\_\_\_\_)

Are the following required certificates enclosed in this submittal?

- Yes  No Official deed of dedication
- Yes  No Surveyor's certificate
- Yes  No Engineer's certificate
- Yes  No Architect's certificate
- Yes  No Taxes or Special Assessment from County Clerk Certificate

IV. Financial

A. Application and processing fees per the PUD Code have been received.

Signature of the City Clerk: \_\_\_\_\_ Date: \_\_\_\_\_

B. An approved performance bond which shall be secured by cash or corporate security bonds (an instrument) has been received. The guarantee for construction and maintenance shall be in a sum equal to one hundred twenty percent (120%) of the estimated cost as determined by the City Engineer.

Instrument Approval by City Attorney -- Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Instrument Receipt by City Clerk -- Signature \_\_\_\_\_ Date: \_\_\_\_\_

V. Developer's Certification

I hereby certify that the materials included in this application represent a true and accurate description of development that I am proposing.

Submitted this day of \_\_\_\_ month of \_\_\_\_\_ year of \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Before me, the undersigned Notary Public, in and for the County of Coles and State of Illinois, personally appeared the above person or persons, and each separately and severally acknowledged the execution of the foregoing instrument as his or her voluntary act and deed, for the purposes therein expressed.

Signed before me by: \_\_\_\_\_ on this \_\_\_\_ day \_\_\_\_\_, 20\_\_\_\_.

WITNESS My Hand and Notarial Seal this \_\_\_\_ day \_\_\_\_\_, 20\_\_\_\_

(seal)

Signature of Notary Public:

\_\_\_\_\_

.....(Official Use Only).....

Date received by the Director of Community Development: \_\_\_\_\_

Review Agencies

Reviewing Agencies Review Check Offs		
Agency	Date	Comments Attached
Public Works Director		<input type="checkbox"/> Yes <input type="checkbox"/> No
Fire Chief		<input type="checkbox"/> Yes <input type="checkbox"/> No
Coles County Soil & Water Conservation District		<input type="checkbox"/> Yes <input type="checkbox"/> No

Planning Commission Action: Date of Meeting: \_\_\_\_\_

Action: \_\_\_\_\_

Comments: \_\_\_\_\_

Date forwarded to City Council: \_\_\_\_\_

Signature of Planning Commission Chairman: \_\_\_\_\_ Date: \_\_\_\_\_

City Council Action: Date of Meeting: \_\_\_\_\_

Action: \_\_\_\_\_

Signature of Mayor: \_\_\_\_\_ Date: \_\_\_\_\_

Recording

Date received by County Clerk for recording: \_\_\_\_\_

Date recorded by County Clerk: \_\_\_\_\_

Signature of County Clerk: \_\_\_\_\_ Date: \_\_\_\_\_

**FORM PUD-3, Application for Amendment to Final Development Plan**

I. General Information

Name of PUD: \_\_\_\_\_

PUD Classification: \_\_\_\_\_ Size (Acres): \_\_\_\_\_

Name of Developer: \_\_\_\_\_

Full Address: \_\_\_\_\_

Telephone: (Home or Business) \_\_\_\_\_ (Cell) \_\_\_\_\_

Engineering Firm: \_\_\_\_\_

Full Address: \_\_\_\_\_

Telephone: (Home or Business) \_\_\_\_\_ (Cell) \_\_\_\_\_

Architectural Firm: \_\_\_\_\_

Full Address: \_\_\_\_\_

Telephone: (Home or Business) \_\_\_\_\_ (Cell) \_\_\_\_\_

II. I hereby certify that the materials included in this application represent a true and accurate description of the action I am proposing. I further certify that the amendments requested will not violate any of the provisions of §157.83(D) of the PUD Code.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Before me, the undersigned Notary Public, in and for the County of Coles and State of Illinois, personally appeared the above person or persons, and each separately and severally acknowledged the execution of the foregoing instrument as his or her voluntary act and deed, for the purposes therein expressed.

Signed before me by: \_\_\_\_\_ on this \_\_\_\_ day \_\_\_\_\_, 20\_\_\_\_.

WITNESS My Hand and Notarial Seal this \_\_\_\_ day \_\_\_\_\_, 20\_\_\_\_

(seal)

Signature of Notary Public:

\_\_\_\_\_

.....(Official Use Only).....

Date received by Director of Community Development: \_\_\_\_\_

Review Agencies

Reviewing Agencies Review Check Offs		
Agency	Date	Comments Attached
Public Works Director		<input type="checkbox"/> Yes <input type="checkbox"/> No
Fire Chief		<input type="checkbox"/> Yes <input type="checkbox"/> No
Coles County Soil & Water Conservation District		<input type="checkbox"/> Yes <input type="checkbox"/> No

Planning Commission Action: Date of Meeting: \_\_\_\_\_

Action: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

Date forwarded to City Council: \_\_\_\_\_

Signature of Planning Commission Chairman: \_\_\_\_\_ Date: \_\_\_\_\_

City Council Action: \_\_\_\_\_ Date of Meeting: \_\_\_\_\_

Action: \_\_\_\_\_

Signature of Mayor: \_\_\_\_\_ Date: \_\_\_\_\_

Recording

Date received by County Clerk for recording: \_\_\_\_\_

Date recorded by County Clerk: \_\_\_\_\_

Signature of County Clerk: \_\_\_\_\_ Date: \_\_\_\_\_

**REQUIRED CERTIFICATES PER  
CHAPTER § 157.80 “PLANNED UNIT DEVELOPMENT”**

**FORM PUD-4, “Surveyor's Certificate”**

Each Planned Unit Development Final Development Plan submitted to the City for approval shall include a notarized certificate signed by an Illinois registered land surveyor in substantially the following form:

I, \_\_\_\_\_, hereby certify that I am an Illinois registered land surveyor in compliance with the laws of the State of Illinois and that the portions of this Final Development Plan completed by me correctly represent a survey conducted by me on \_\_\_\_\_, and that all monuments shown thereon actually exist and all material prepared by me is accurately shown.

(Seal)

Surveyor Signature: \_\_\_\_\_

Registration No. \_\_\_\_\_ Date \_\_\_\_\_

Before me, the undersigned Notary Public, in and for the County of Coles and State of Illinois, personally appeared the above person, and that person acknowledged the execution of the foregoing instrument as his voluntary act and deed, for the purposes therein expressed.

Signed before me by: \_\_\_\_\_ on this \_\_\_\_ day \_\_\_\_\_, 20\_\_\_\_.

WITNESS My Hand and Notarial Seal this \_\_\_\_ day \_\_\_\_\_, 20\_\_\_\_

(seal)

Signature of Notary Public:

\_\_\_\_\_

**FORM PUD-5, "ENGINEER'S CERTIFICATE"**

Each Planned Unit Development Plan submitted to the City for approval shall include a notarized certificate signed by an Illinois registered professional engineer in substantially the following form:

I, \_\_\_\_\_ hereby certify that I am an Illinois registered professional engineer in compliance with the laws of the State of Illinois and that any portions of this Final Development Plan, calculated, conducted, or otherwise prepared by me are, to the best of my knowledge, correct and accurate.

(Seal)

Engineer's Signature: \_\_\_\_\_

Registration No. \_\_\_\_\_ Date" \_\_\_\_\_

Before me, the undersigned Notary Public, in and for the County of Coles and State of Illinois, personally appeared the above person, and that person acknowledged the execution of the foregoing instrument as his voluntary act and deed, for the purposes therein expressed.

WITNESS My Hand and Notarial Seal this \_\_\_\_ day \_\_\_\_\_, 20\_\_\_\_

(seal)

Signature of Notary Public:

\_\_\_\_\_

**FORM PUD-6, "ARCHITECT'S CERTIFICATE"**

Each Planned Unit Development Final Development Plan submitted to the City for approval shall include a notarized certificate signed by an Illinois registered architect in substantially the following form:

I, \_\_\_\_\_, hereby certify that I am an Illinois registered architect in compliance with the laws of the State of Illinois and that any structural design aspects of this Planned Unit Development for which I am responsible are, to the best of my knowledge and experience, properly designed in relation to the health and safety of the general public. I understand that I, or my firm or both, will be legally responsible, from and after the time of occupancy, for any type of disaster occurring to these premises which can be proven, beyond a reasonable doubt, as having been caused through faulty design.

(Seal)

Architect's Signature: \_\_\_\_\_

Registration No. \_\_\_\_\_ Date" \_\_\_\_\_

Before me, the undersigned Notary Public, in and for the County of Coles and State of Illinois, personally appeared the above person, and that person acknowledged the execution of the foregoing instrument as his voluntary act and deed, for the purposes therein expressed.

WITNESS My Hand and Notarial Seal this \_\_\_\_ day \_\_\_\_\_, 20 \_\_\_\_

(Seal)

Signature of Notary Public:

\_\_\_\_\_

**FORM PUD-6, "DEED OF DEDICATION"**

Each Planned Unit Development Final Plan submitted to the City for approval shall carry a deed of dedication in substantially the following form:

We, the undersigned, owners of the real estate shown and described herein, do hereby layoff, plat and subdivide said real estate per the submitted plan. This Planned Unit Development shall be known and designated as \_\_\_\_\_. All streets and alleys and public open spaces shown and not heretofore dedicated, are hereby dedicated to the public. There are strips of ground, \_\_\_\_\_ feet in width, as shown on this plan and marked "easement," reserved for the use of public utilities, for the installation of water and sewer mains, ducts, lines, and wires, subject at all times to the proper authorities and to the easement herein reserved. No permanent or other structures are to be erected or maintained upon said strips of land, but owners of property in this Planned Unit Development shall take their title subject to the rights of public utilities, and to the rights of the owners of other property in this Planned Unit Development.

(Additional dedications and protective covenants, or private restrictions, would be inserted here upon the developer's initiative or the recommendation of the Planning Commission or City Council; important provisions are those specifying:the use to be made of the property and, in the case of residential use, the minimum habitable floor area.)

The foregoing covenants or restrictions are to run with the land and shall be binding on all parties and all persons claiming under them until January 1, \_\_\_\_\_, (twenty-five year period is suggested), at which time, said covenants or restrictions shall be automatically extended for successive periods of ten (10) years unless indicated otherwise by negative vote of a majority of the then owners of the building sites covered by these covenants or restrictions in whole or in part, which said vote will be evidenced by a petition in writing signed by the owners and duly recorded. Invalidation of any order, shall in no way affect any of the other various covenants or restrictions, which shall remain in full force and effect.

The right to enforce these provisions by injunction together with the right to cause the removal, by due process of law, of any structure or part thereof erected or maintained in violation thereof, is hereby dedicated to the public, and reserved to the several owners of the several lots in this Planned Unit Development and to their heirs and assigns.

WITNESS our Hands and Seals this \_\_\_\_\_day of \_\_\_\_\_, 20\_\_\_\_\_

State of Illinois

County of Coles

Before me, the undersigned Notary Public, in and for the County and State, personally appeared,

\_\_\_\_\_, and each separately and severally acknowledged the execution of the foregoing instrument as his or her voluntary act and deed, for the purposes therein expressed.

WITNESS My Hand and Notarial Seal this \_\_\_\_\_day \_\_\_\_\_,20\_\_\_\_\_

(Seal)

Signature of Notary Public:

\_\_\_\_\_

**FORM PUD-6, "CERTIFICATE OF APPROVAL"**

The City Council shall, upon motion and majority vote, approve the Final Development Plan and authorize the Mayor and City Clerk to sign the original drawing. The certificates shall be in the following form with the signatures of the Chairman of the County Board and the County Clerk to be necessary where the Planned Unit Development covers land in the unincorporated one and one-half (1-1/2) mile fringe area:

Under the authority provided by Chapter 65, Illinois Compiled Statutes, as amended, enacted by the State Legislature of the State of Illinois and ordinance adopted by the City Council of the City of Mattoon, Illinois, this Planned Unit Development was given approval by the City of Mattoon and shall be recorded only by the City Clerk.

Approved by the Planning Commission at a meeting held on \_\_\_\_\_

Signature of the Planning Commission Chairman: \_\_\_\_\_

Attest by Planning Commission Secretary (Signature): \_\_\_\_\_

Approved by the City Council at a meeting held on: \_\_\_\_\_

Signature of the City of Mattoon Mayor: \_\_\_\_\_

Attest by the City Clerk of Mattoon (Signature): \_\_\_\_\_

(Seal)

Approved by the County Board of Coles County, Illinois at a meeting held \_\_\_\_\_

Signature of the Chairman of the Coles County Board: \_\_\_\_\_

Attest by the County Clerk of the Coles County Board (Signature): \_\_\_\_\_

(Seal)

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**CITY OF MATTOON, ILLINOIS**

**ORDINANCE NO. 2009-5284**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCE BY ADDING A  
NEW §33.058, “ZONING BOARD OF APPEALS (ZBA)”**

**WHEREAS**, there has been filed a written petition by the Interim City Administrator for text changes to the Zoning Code, Chapter 159 of the Code of Ordinance, and

**WHEREAS**, the Zoning Board of Appeals held a properly noticed public hearing on October 1, 2009 regarding the requested text changes; and

**WHEREAS**, both the Zoning Board of Appeals and the Planning Commission of the City of Mattoon have recommended the requested text changes be approved; and

**WHEREAS**, the City Council of Mattoon, Coles County, Illinois, deems that the recommended text changes are in the public interest; and

**WHEREAS**, it is now necessary to establish a new §33.058, “Zoning Board of Appeals.”

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Mattoon as follows:

**Section 1. Recitals.** The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

**Section 2. Amendments.** §33.058, “Zoning Board of Appeals” of the Code of Ordinances of the City of Mattoon is hereby established as contained in Attachment A to this ordinance, which is considered to be part of this ordinance.

**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.

Motioned, seconded, and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2009, by a roll call vote, as follows:

RECORD OF THE VOTE	Motion	Second	Aye	Nay	Abstain	Absent
Mayor David Cline						
Commissioner Randy Ervin						
Commissioner Tim Gover						
Commissioner Rick Hall						
Commissioner Chris Rankin						

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
 David W. Cline, 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 \_\_\_\_\_, 2009.

## ~~§159.65~~ 33.058 ZONING BOARD ZBA OF APPEALS

(A) Creation and membership. A Zoning Board of Appeals (“ZBA”) is hereby established. ~~The words “Zoning Board ZBA” when used in this section shall be construed to mean the Zoning Board of Appeals.~~ The ~~Zoning Board~~ ZBA shall consist of seven members who shall be freeholders appointed by the Mayor upon approval by the City Council. The terms of office of the members of the ~~Zoning Board~~ ZBA shall be for five years, excepting that the seven members first appointed shall serve respectively for terms of one for one year, one for two years, one for three years, one for four years, one for five years, one for six years and one for seven years. Vacancies shall be filled for the unexpired term of the member whose place has become vacant by the Mayor upon approval by the City Council. The City Council shall have the power to remove any member of the ~~Zoning Board~~ ZBA for cause and after notice and public hearing. One of the members appointed by the Mayor with the approval of the City Council shall be named chairman of the ZBA for the length of his term. The ~~Zoning Board~~ ZBA shall elect its own ~~Chairperson and Vice-President~~ Vice-Chairman ~~each of whom who shall serve for one two~~ years, provided he is reappointed to his position on the ZBA. The ~~Zoning Board~~ ZBA shall adopt from time to time such rules and regulations as it may deem necessary to carry ~~into effect~~ out the powers herein given it and in compliance with the statutes of the State of Illinois.

### (B) Meetings.

(1) All meetings of the ~~Zoning Board~~ ZBA shall be held at the call of the Chairman and at such other times as at least two members of the Zoning Board ZBA may, determine by written notification to members of the ZBA, call for a meeting of the ZBA. However, the ZBA shall meet no less than one week prior to the first City Council meeting of each month, provided that there are items to come before the ZBA. During the meetings of the ZBA, the board shall conduct the required public hearings and consider the issues brought before the board, resulting in a recommendation, whether for approval, modification, or disapproval, directly to the City Council or delaying the Board’s recommendation for further consideration. The City Administrator, or his designee, shall assist the ZBA in presenting its recommendation in the proper format to the City Council.

The Chairman, or in his or her absence the Vice-Chairperson, ~~may~~ shall administer oaths to each person testifying before the ZBA and may compel the attendance of witnesses. Such oath shall be provided by the City Clerk. All meetings of the ~~Zoning Board~~ ZBA shall be open to the public. The ~~Zoning Board~~ ZBA shall keep minutes of its proceedings and shall also keep records of its examinations and other official actions. Findings of fact shall be included in the minutes of each case of a requested variation, specifying the reasons for making or denying such variation. Every rule, regulation, every amendment or repeal thereof, and every order, requirement, decision or determination of the ~~Zoning Board~~ ZBA shall immediately be filed in the office of the ~~Zoning Board~~ ZBA, which shall be co-located in the office of the City Clerk, who shall ensure the security and segregation of the ZBA records. ~~and~~ The ZBA records shall be a public record. The ~~Zoning Board~~ ZBA shall adopt its own rules of procedure not in conflict with this chapter or the statutes of the State of Illinois. ~~in such cases made and provided.~~

(2) At all hearings before the ~~Zoning Board~~ ZBA upon application ~~to zone or rezone certain property or any other alternative or variation~~ for a variance or an appeal of a decision by the Zoning Officer, provided for by this chapter, ~~the Zoning Board~~ shall require the applicant to furnish a court reporter or a competent stenographer capable of taking and transcribing testimony, to attend the hearings before the ~~Zoning Board~~ ZBA on the application and take down in shorthand, or by stenotype, the testimony introduced before the ~~Zoning Board~~ ZBA. A transcription of each hearing shall be provided to the Secretary of the ~~Zoning Board~~ ZBA by the applicant. In case an appeal is taken from the decision of the ~~Zoning Board~~ ZBA, such

testimony shall be transcribed and a copy thereof shall be furnished to the party appealing from the decision of the ~~Zoning Board~~ ZBA. The cost of taking and transcribing such testimony and furnishing a copy thereof to the party so appealing from the decision of the City Council shall be borne by the applicant for ~~zoning or rezoning a variance or an appeal of a decision by the Zoning Officer, or other alterations, as the case may be.~~

(3) At least 15 days prior to the submission of an application for a variance or an appeal of a decision by the Zoning Officer the applicant shall provide to the Zoning Officer a listing of all property owners and their addresses who are within 250 feet of the property affected by the proposed variance or an appeal of the decision of the Zoning Officer. The Zoning Officer shall ensure the applicant's listing is accurate. In addition, to all other fees, the applicant will advance monies to the City to cover the cost of first class postage to each owner or part owner of properties within 250 feet of the affected property and for each five property owners or a part thereof pay the City an additional fee of one dollar and fifty cents for envelopes, paper, and processing of a first class mail notification of the application to property owners within 250 feet of the affected property.

(C) Appeal and review.

(1) ~~An appeal may be taken from the Building Inspector of the Zoning Officer's decision may be taken~~ by any person aggrieved or by an officer, department head, board or ~~bureau~~ commission of the city. Such appeal shall be taken within such time as shall be prescribed by the ~~Zoning Board of Appeals~~ ZBA by general rule provided, however, that the applicant has provided a listing of property owners within 250 feet of the affected property, by filing with the ~~Building Inspector~~ Zoning Officer and with the ~~Zoning Board~~ ZBA, a notice of appeal, specifying the grounds thereof. The ~~Building Inspector~~ Zoning Officer shall forthwith transmit to the ~~Zoning Board~~ ZBA all of the papers constituting the record upon which the action appealed from was taken.

(2) An appeal stays all proceedings in furtherance of the action appealed from, unless the ~~Building Inspector~~ Zoning Officer certifies to the ~~Zoning Board~~ ZBA after the ~~motion of~~ appeal has been filed with him ~~or her~~ that by reason of facts stated in the certificate, a stay would, in his ~~or her~~ opinion, cause imminent peril to life or property, in which case the proceedings shall not be staid otherwise than by a restraining order which may be granted by the ~~Zoning Board~~ ZBA or by a court of record on application, on notice to the ~~Building Inspector~~ Zoning Officer and on due cause shown.

(3) The ~~Zoning Board~~ ZBA shall fix a reasonable time for the hearing of the appeal and give due notice thereof to the parties and decide the same within a reasonable time. Upon the hearing, any party may appear in person, or by agent, or by attorney. The ~~Zoning Board~~ ZBA may reverse or affirm wholly or partly or may modify the order, requirements, decision or determination as in its opinion ought to be made in the premises and to that end shall have the power of the ~~Building Inspector~~ Zoning Officer from whom appeal is taken.

(4) All final administrative decisions of the ~~Zoning Board~~ ZBA made under ILCS Ch. 65, Art. 5, §§ 11-13-1 through 11-13-20 as now enacted and may be hereafter amended or modified, shall be subject to judicial review pursuant to the provisions of the "Administrative Review Act" approved May 8, 1945, Chapter 110, Section 264 et seq., and all amendments and modifications thereof, and the rule adopted pursuant thereto.

(D) Jurisdiction.

(1) The ~~Zoning Board of Appeals~~ ZBA shall hear and decide appeals from the review of any order, requirement, decision or determination made by the ~~Building/Code Official~~ Zoning

Officer, who is charged with the enforcement of this chapter.

(2) It shall also hear and decide all matters referred to it or upon which it is required to pass under this chapter. The concurring votes of four members of the ~~Zoning Board~~ ZBA shall be necessary to reverse any order, requirement, decision or determination of the ~~Building/Code Official~~ Zoning Officer or to decide in favor of the applicant any matter upon which it is required to pass under this chapter or to effect any variation in this chapter.

(3) Where in specific cases ~~permits applications are applied for~~ made and there are practical difficulties or particular hardships in the way of carrying out the strict letter of any of the provisions or regulations of this chapter relating to the use, construction or alteration of buildings or structures, or the use of land, the ~~Zoning Board~~ ZBA may determine and vary their application in harmony with their general purpose and intent and ~~in accordance with~~ per the following rules.

(4) No variation in the application of the provision of this chapter shall be ~~recommended to made by the City Council by the~~ ZBA concerning the use of land, the intensity of such use, the size, shape or location of yards or open spaces, or the height of structures now existing or to be constructed, unless, after a hearing by the ~~Zoning Board of Appeals~~ ZBA, as provided for in this section, the ~~Council~~ ZBA shall find that such variation ~~will not~~:

(a) Will not Impair an adequate supply of light and air to adjacent property;

and

(b) Will not increase the hazard from fire and other dangers to said property;

and

(c) Will not diminish the taxable value of lands and buildings throughout the city, the area, nor the immediate vicinity; and

(d) Will not increase the congestion in the public streets; and

(e) Will not otherwise impair the public health, safety, comfort, morals and welfare of the inhabitants of said city; nor shall any such variation be made in any case unless the same shall comply with the following limitations:

1. Such variation, whether applicable to new buildings, or to addition to or alterations or extensions of existing buildings, shall not reduce the required dimensions of open spaces by more than 20%, nor reduce the required total area to open spaces by more than 10%, nor reduce the required total lot area by more than 5%.

2. Such variation shall not permit an increase in the height of structure of more than 10% above the maximum height permitted by this chapter.

3. Such variation shall not permit the extension of an exiting nonconforming use throughout a building or lot. ~~contrary to the limitations imposed in the immediately preceding paragraphs.~~

4. Any variation or other zoning amendments described in this section shall conform to the general review procedures as defined in §159.05, "General Review Procedures, Amendments, and Changes." which are under the purview of the Planning Commission.

(E) Additional Responsibility. Unless established separately by the City Council, the ZBA shall perform the duties of a Building Board of Appeals ("BBA"). In this instance the ZBA shall hear all appeals of the decisions of the Building Inspector as reviewed by the Community Development Director, using this chapter as a procedural guide and the adopted International

Code Council (ICC) building codes, and the State of Illinois applicable plumbing and electrical codes as technical guidance to recommend to the City Council concurrence with the decision of the Building Inspector, or modification of the same. The Community Development Director will serve as an advisor to the ZBA for these appeals.

### **33.059 GENERAL REVIEW PROCEDURES, AMENDMENTS AND CHANGES**

The general review procedures are intended to establish guidelines for the review and action of the ZBA. The ZBA shall abide by the regulations established herein. It may establish its own rules or procedures, which are not inconsistent herewith.

(A) At the time application is made to vary the use of property or to appeal a decision of the Zoning Officer, under the provisions of this chapter, the applicant therefore shall pay to the Clerk of this city the sum of \$400 \$125.00.

(B) The petitioner for a variance or an appeal shall present his petition to the City Clerk and shall publish an official notice of public hearing in the local newspaper not more than 30 days nor less than 15 days before the meeting of the Zoning Board of Appeals at which the petition is to be heard. The Public notice shall state:

- (1) Purpose of the public hearing;
- (2) Name of the petitioner;
- (3) Address of the property named in the petition (both legal description and street address);
- (4) The date, time, and place of the Zoning Board of Appeals meeting at which the public hearing will be held;
- (5) The place where the proposed amendment, supplement or change, or applicable maps will be accessible for examination by interested parties.

(C) The City Clerk shall notify and forward the pertinent information to the following agencies and individuals: The Coles County Soil and Water Conservation District, applicable Drainage District(s), the Public Works Director and the Community Development Director. Included with each notification shall be a copy of the review checklist, on which the City Clerk has noted the dates of receiving the petition and of forwarding the information on. The City Clerk shall request each agency notified to note on the checklist the date of receiving the information, and to return the checklist with their review comments.

(D) All agencies and persons receiving notice from the City Clerk shall have a maximum of 15 days from the date of notification to present a review to the ZBA.

(E) For variances only there shall be erected on the property named in the petition, a sign or signs which during daylight hours are visible from each road which borders the petitioned area. A maximum of four signs may be placed. The signs must be placed on the property within five days after the date of official notice of the public hearing. The erection of the signs, in the manner prescribed herein, shall be the responsibility of the petitioner, unless otherwise designated by the Zoning Board of Appeals. The signs shall read as follows:

A petition to modify the zoning use  
of this area has been submitted.  
For information, contact the City Clerk at 235-5654.

(F) The ZBA shall hold a public hearing within 30 days following the publication of official notice in the newspaper. The petitioner may be represented by counsel and shall provide a stenographer who shall record all testimony at such hearing. Information and facts may be

presented by the petitioner as he or she deems fit and a transcript of the public hearing shall be forwarded to the ZBA. A sketch of the site including proposed buildings, setbacks, parking, adjacent streets, shall be provided by the petitioner. Other information may be required by the ZBA. The report of this public hearing shall be forwarded to the City Council.

(G) The ZBA shall listen to the petitioner, hear any public statements, and consider its own counsel. The ZBA shall forward its findings and recommendations to the City Council for final action.

(H) The petitioner or his or her attorney shall have six months from the first public hearing to obtain a final decision; if no final action has been determined then the petition is denied.

(I) If a developer is a petitioner, he shall have two years from the date of final approval to begin construction of the proposed area. The developer shall obtain the necessary building, electrical, heating and air conditioning, occupancy, plumbing, use, and sewer and water connection permits as required.

(J) Copies of all petitions filed with the City Clerk for consideration by the ZBA shall be served upon the City Clerk, City Hall, (208 N. 19th Street, Mattoon, Illinois, 61938), in addition to all other persons required to have service or notice.

(K) All ordinances, notices, and other documents shall be prepared by or on behalf of the petitioner or applicant. Copies shall be served upon the City Clerk and City Attorney at the above address for review at least five days prior to consideration by the ZBA.

(L) All variances and appeals shall be finally determined and either granted or denied by the City Council.

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**CITY OF MATTOON, ILLINOIS**

**ORDINANCE NO. 2009-5285**

**AN ORDINANCE AMENDING SECTION 33.095. "Membership" OF THE CITY OF MATTOON'S CODE OF ORDINANCES**

**WHEREAS**, the City of Mattoon currently ordains the membership of the Planning Commission; however the administrative procedures for the Commission are mingled in the Zoning Code, and

**WHEREAS**, the administrative procedures of the Planning Commission is best put in Chapter 33, "Departments, Board and Commissions.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Mattoon as follows:

**Section 1. Recitals.** The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

**Section 2. Amendments.** Section 33.095 of the Code of Ordinances of the City of Mattoon is hereby repealed. Section 33.095 is reenacted as follows, with its preceding header:

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**COMMUNITY PLANNING AND ZONING COMMISSION**

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**§ 33.095 CREATION AND MEMBERSHIP.**

The City of Mattoon Planning Commission is hereby created per the State of Illinois Statute 65 ILCS 12, "Plan Commission."

The City Planning Commission authorized by this section shall consist of ~~13~~seven members, to include a Chairperson, ~~six of whom shall be serving ex officio, with power to vote: namely, the Mayor or his or her appointed designee; the Chairperson of the Zoning Board of Appeals, or his or her appointed designee; the Commissioner of Streets or his or her appointed designee; the Chief of the Fire Department; the Superintendent of the Sewer Department; and the Superintendent of the Water Department.~~ Seven additional members all with power to vote. The members shall be selected, so as to represent practically all the industrial, commercial, service, civil and labor interests. By virtue of their offices, the Superintendent of Schools, or his or her appointed a designee, and the executive secretary of the City Association of Commerce shall be two of the seven representing the community. Said seven Planning Commission members are to be appointed by the Mayor with the advise and consent of the City Council, on the basis of their particular fitness or competency for their duties on said Commission, and who shall hold no other office in said the City government. and such appointments are to be officially ratified by the City Council. The City Attorney and the City Building Inspector Community Development Director shall serve in an advisory capacity, without the power to vote. The Community Development Director will attend all meetings of the Planning Commission.

(Ord. 87-4557, passed 11-17-1987; Am. Ord. 98-4933, passed 3-3-1998)

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**§ 33.096 POWERS OF THE PLANNING COMMISSION**

The Planning Commission has the following powers:

- (A) To prepare and recommend to the City Council a comprehensive plan for the

present and future development or redevelopment of the City. Such plan may be adopted in whole or in separate geographical or functional parts, each of which, when adopted, shall be the official comprehensive plan, or part thereof, of the City. This plan may include reasonable requirements with reference to streets, alleys, public grounds, and other improvements hereinafter specified. The plan, as recommended by the Planning Commission and as thereafter adopted by the City Council, may be made applicable, by the terms thereof, to land situated within the corporate limits and contiguous territory not more than one and one-half miles beyond the corporate limits and not included in any other municipality. Such plan shall be implemented by ordinances to

(1) Establish reasonable standards of design for subdivisions and for re-subdivisions of unimproved land and of areas subject to redevelopment in respect to public improvements as herein defined;

(2) Establish reasonable requirements governing the location, width, course, and surfacing of public streets and highways, alleys, ways for public service facilities, curbs, gutters, sidewalks, street lights, parks, playgrounds, school grounds, size of lots to be used for residential purposes, storm water drainage, water supply and distribution, sanitary sewers, and sewage collection and treatment; and

(3) Designate land suitable for annexation to the municipality and the recommended zoning classification for such land upon annexation.

(B) To recommend changes, from time to time, in the official comprehensive plan.

(C) To prepare and recommend to the City Council, from time to time, plans for specific improvements in pursuance of the official comprehensive plan.

(D) To give aid to the municipal officials charged with the direction of projects for improvements embraced within the official plan, to further the making of these projects, and, generally, to promote the realization of the official comprehensive plan.

(E) To prepare and recommend to the corporate authorities schemes for regulating or forbidding structures or activities which may hinder access to solar energy necessary for the proper functioning of solar energy systems, as defined in Section 1.2 of The Comprehensive Solar Energy Act of 1977 or to recommend changes in such schemes.

(F) To exercise such other powers germane to the powers granted by this article as may be conferred by the corporate authorities.

(G) For purposes of implementing ordinances regarding developer donations or impact fees, and specifically for expenditures thereof, "school grounds" is defined as including land or site improvements, which include school buildings or other infrastructure necessitated and specifically and uniquely attributed to the development or subdivision in question. This amendatory Act of the 93rd General Assembly applies to all impact fees or developer donations paid into a school district or held in a separate account or escrow fund by any school district or municipality for a school district.

### **§ 33.097 GENERAL REVIEW PROCEDURES, AMENDMENTS AND CHANGES**

These general review procedures are intended to establish guidelines for the review and action of the Planning Commission. The Planning Commission, individual or other agency or person involved with zoning modification shall abide by the regulations established herein. The Planning Commission may establish its own rules or procedures, which are not inconsistent herewith.

(A) At the time application is made to zone, rezone, alter or vary the use of property under

the provisions of this code, the applicant therefore shall pay to the City Clerk the sum of \$100 \$125.00.

(B) The petitioner, for zoning change or special use permit shall present his petition to the City Clerk and shall publish an official notice of public hearing in the local newspaper not more than 30 days nor less than 15 days before the meeting of the Planning Commission at which the petition is to be heard. The Public notice shall state:

(1) Purpose of the public hearing;

(2) Name of the petitioner;

(3) Address of the property named in the petition (both legal description and street address);

(4) The date, time, and place of the Planning Commission meeting at which the public hearing will be held;

(5) The place where the proposed amendment, supplement or change, or applicable maps will be accessible for examination by interested parties.

(C) The City Clerk shall notify and forward the pertinent information to the following agencies and individuals: The Coles County Soil and Water Conservation District, applicable Drainage Districts, Public Works Director, the Community Development Director, the Chairperson of the Mattoon Planning Commission. Included with each notification shall be a copy of the review checklist, on which the City Clerk has noted the dates of receiving the petition and of forwarding the information on. The City Clerk shall request each person or agency notified to note on the checklist the date of receiving the information, and to return the checklist with their review comments.

(D) All persons and agencies informed about the petition shall have a maximum of 15 days from the date of notification to present a review to the Mattoon Planning Commission.

(E) There shall be erected on the property named in the petition, a sign or signs which during daylight hours are visible from each road which borders the petitioned area. A maximum of four signs may be placed. The signs must be placed on the property within five days after the date of official notice of the public hearing. The erection of the signs, in the manner prescribed herein, shall be the responsibility of the petitioner, unless otherwise designated by the Planning Commission. The signs shall read as follows:

\_\_\_\_\_ A petition to modify the zoning use  
\_\_\_\_\_ of this area has been submitted.

\_\_\_\_\_ For information, contact the City Clerk at 235-5654.

(F) The Planning Commission shall hold a public hearing within 30 days following the publication of official notice in the newspaper. The petitioner may be represented by counsel and shall provide a stenographer who shall record all testimony at such hearing. Information and facts may be presented by the petitioner as he deems fit. A transcript of the public hearing shall be forwarded to the Planning Commission. A sketch of the site including proposed buildings, setbacks, parking, adjacent streets, etc., shall be provided by the petitioner. Other information may be required by the Planning Commission.

(G) The Planning Commission shall consider a particular petition no sooner than 15 days after the petition has been presented to the City Clerk. The Planning Commission shall consider the petition, the reviews and recommendations from the several review agencies and shall forward its findings and recommendations to the City Council for its final decision.

(H) The petitioner or his or her attorney shall have six months from the first public hearing to obtain a final decision; if no final action has been determined then the petition is denied.

(I) In the case of a developer, he shall have two years from the date of final approval to begin construction of the proposed area. The developer shall obtain the necessary building, electrical, heating and air conditioning, occupancy, plumbing, use, and sewer and water connection permits as required.

(J) Copies of all petitions filed with the City Clerk for consideration by the Zoning Board of Appeals, Planning Commission or City Council or other city official shall be served upon the City Clerk, City Hall (208 N. 19th Street, Mattoon, Illinois, 61938), in addition to all other persons required to have service or notice.

(K) All ordinances, notices, and other documents shall be prepared by or on behalf of the petitioner or applicant. Copies shall be served upon the City Clerk and City Attorney for review at least five days prior to consideration by any other city employee, agent, committee, commission, board or council.

(U) All zoning changes and special use permits shall be finally determined and either granted, request a modification, or denied by the City Council.

**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 \_\_\_\_\_, 2009, by a roll call vote, as follows:

RECORD OF THE VOTE	Aye	Nay	Abstain	Absent
Mayor David Cline				
Commissioner Randy Ervin				
Commissioner Tim Gover				
Commissioner Rick Hall				
Commissioner Chris Rankin				

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
David W. Cline, 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 \_\_\_\_\_, 2009.

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CITY OF MATTOON, ILLINOIS

ORDINANCE NO. 2009-5286

AN ORDINANCE AMENDING CHAPTER 34 OF THE CITY OF MATTOON'S CODE OF ORDINANCES POLICE AND FIRE DEPARTMENTS

**WHEREAS**, the City of Mattoon currently has in Chapter 34, "Police and Fire Departments" various commissions and boards specified in it; and

**WHEREAS**, Chapter 33 of the Code of Ordinances is the proper place for commissions and boards.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Mattoon as follows:

**Section 1. Recitals.** The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

**Section 2. Amendments.** The following sections of the Code of Ordinances of the City of Mattoon are hereby repealed and replaced by the following sections of chapter 33.

§§ 34.01, 34.02, 34.03, 34.25, and 34.51

**Section 3.**

§33.100 BOARD OF FIRE AND POLICE COMMISSIONERS.

There is hereby created a Board of Fire and Police Commissioners ~~in accordance with~~ per the provisions of the ~~65 ILCS Ch. 65, Act 5, §§ 10-2.1 et seq~~ 65 ILCS 5/10-2.1-2 et seq. ~~The members of the Board, before they enter upon the duties of their office, shall execute a bond to the City in the penal sum of \$100 conditioned upon faithful performance of their duties as members of the Board.~~ The Board of Commissioners shall make rules for appointments and removals ~~in accordance with~~ per the provisions of the Illinois ~~Revised~~ Compiled Statutes.

§ 33.101 FEE FOR POLICE AND FIRE EXAMINATION APPLICANTS.

(A) The Board of Fire and Police Commissioners shall require that each applicant for the position of Patrolman or Fireman ~~and each applicant for the position of Fireman~~ to pay the sum of \$20 as a fee for the purpose of defraying a portion of the cost of the consultant directly to the firm or person conducting the testing procedure for the Board the application fee as required by the testing firm or person. Failure to pay this fee shall make the applicant ineligible for any consideration by the Board.

(B) The fee shall be paid by the applicant not less than ten days prior to the date of the examination, which date may be extended for just cause at the discretion of the Chairman of the Board of Fire and Police Commissioners.

~~(C) That all sums collected pursuant to this section shall be remitted to the Office of the City Clerk for deposit in the general fund of the city within three days of payment.~~

**Section 4**

§ 33.105 POLICE PENSION FUND AND TRUSTEES

There is hereby established ~~in the city~~ a Police Pension Fund ~~in accordance with~~ per 40 ILCS 5/3-101 et seq. ~~The~~ This Pension Fund shall be administered by a Board of Trustees as provided by said 40 ILCS 5/3-101 et seq.

**Section 5**

§ 33.108 FIREMEN'S PENSION FUND AND TRUSTEES

There is hereby established in the city a firemen's pension fund ~~in accordance with~~ per 40 ILCS 5/4-101 et seq. ~~The~~ This Pension Fund shall be administered by a Board of Trustees as provided by said 40 ILCS 5/4-101 et seq.

**Section 6.** This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

**Section 7.** This ordinance shall be effective upon its approval as provided by law.

Upon a motion and seconded as indicated below adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2009, by a roll call vote, as follows:

RECORD OF THE VOTE	Motion	Second	Aye	Nay	Abstain	Absent
Mayor David Cline						
Commissioner Randy Ervin						
Commissioner Tim Gover						
Commissioner Rick Hall						
Commissioner Chris Rankin						

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
David W. Cline, 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 \_\_\_\_\_, 2009.

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**CITY OF MATTOON, ILLINOIS**

**SPECIAL ORDINANCE NO. 2009-1363**

**AN ORDINANCE GRANTING A VARIANCE FROM THE FRONT YARD SET BACK  
REQUIREMENT AT 2725 ESSEX AVENUE**

**WHEREAS** there has been filed a written Petition by David and Clarissa Skocy for a variance, respecting the property legally described as:

Lot ninety-six (96), Meadows Subdivision of the City of Mattoon, Coles County, Illinois;  
commonly known as 2725 Essex Avenue, Mattoon

**WHEREAS**, said petition requests that a variance be granted pursuant to applicable ordinances of the municipality to allow the construction of an addition to the garage that encroaches into the front yard setback on the west side of the property located at 2725 Essex Ave., and which will reduce the front yard setback on Unique Court from the required 25 feet to 22 feet; and

**WHEREAS** the zoning code requires front yard setback on both streets on corner lots in R1, Single Family Residence Zoning District; and

**WHEREAS** the Zoning Board of Appeals held a properly noticed, public hearing on September 15th, 2009 regarding petitioner's request for said variance; and

**WHEREAS** both the Planning Commission for the City of Mattoon, Coles County, Illinois, and the Zoning Board of Appeals for the City of Mattoon, Coles County, Illinois, have recommended that the requested variance 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 yard setback requirement to enable the construction of an addition to the garage that encroaches into the front yard setback on the west side of the property located at 2725 Essex Ave., and which will reduce the front yard setback on Unique Court from the required 25 feet to 22 feet.

**Section 2.** This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

**Section 3.** This ordinance shall be effective upon its approval as provided by law.

Upon motion by \_\_\_\_\_, seconded by \_\_\_\_\_,  
adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2009, by a roll call vote, as follows:

AYES (Names): \_\_\_\_\_

\_\_\_\_\_

NAYS (Names): \_\_\_\_\_

ABSENT (Names): \_\_\_\_\_

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
David W. Cline, 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 \_\_\_\_\_, 2009.

**CITY OF MATTOON, ILLINOIS**

**RESOLUTION NO. 2009-2788**

**RESOLUTION APPROVING CONCEPTUAL PROPOSAL FOR  
AN ADDITION TO THE DIAL-A-RIDE VEHICLE STORAGE FACILITY LOCATED  
AT 11011 EAST COUNTY ROAD 800 NORTH**

**WHEREAS**, Coles County Dial-a-Ride is the owner of the following described real estate:

Commencing at the Southeast Corner of the Southeast Quarter (SE ¼) of Section Eleven (11), Township Twelve (12) North, Range Eight (8) East of the Third Principal Meridian; thence azimuth 268 degrees 25 minutes 03 seconds along the south line of said Southeast Quarter (SE ¼) a distance of 692.44 feet; thence azimuth 358 degrees 24minutes 06 seconds a distance of 45.80 feet to the north line of the right of way line as described in Deed Book 454, Page 60 in the Recorder's Office of Coles County, Illinois and the place of beginning; thence continue azimuth 358 degrees 24 minutes 06 seconds a distance of 414.85 feet; thence azimuth 88 degrees 04 minutes 52 seconds a distance of 210.00 feet; thence azimuth 178 degrees 24 minutes 06 seconds a distance of 414.85 feet to the aforementioned right of way line; thence azimuth 268 degrees 04 minutes 52 seconds along said right of way line a distance of 210.00 feet to the place of beginning, situated in Lafayette Township, Coles County, Illinois and containing 2.00 acres more or less, more commonly known as 11011 E. County Road 800 N., Charleston, IL 61920;

and has requested approval of the Concept Plan for the purpose of constructing an addition to the existing storage facility, parking lot and drainage system for the above described; and

**WHEREAS**, the above described property lies within the Corridor Development District and the mile and a half jurisdiction of the City of Mattoon; and

**WHEREAS**, the Concept Plan is authorized pursuant to the provisions of Chapter 159, Section 159.61 of the Code of Ordinances, of the City of Mattoon, Coles County, Illinois; and

**WHEREAS**, the Corridor Review Committee, upon proper notice and hearing, has recommended the approval of the Concept Plan and found the plan desirable to the public convenience and welfare and in harmony with the various elements and objections of the Corridor Development District and the Zoning Ordinance of the City of Mattoon;

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Mattoon, Coles County, Illinois, as follows:

That the petitioner be and is hereby granted approval of the Concept Plan on the said afore-described property so as to permit an addition to the Dial-A-Ride Vehicle Storage Facility located at 11011 E. County Road 800 N., Charleston, IL 61920, within the Corridor District.

Upon motion by \_\_\_\_\_, seconded by \_\_\_\_\_, adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2009, by a roll call vote, as follows:

AYES (Names): \_\_\_\_\_

\_\_\_\_\_

NAYS (Names): \_\_\_\_\_

ABSENT (Names): \_\_\_\_\_

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
David W. Cline, 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 \_\_\_\_\_, 2009.



**City of Mattoon  
Council Decision Report**

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MEETING DATE: 10/06/2009      CDR NO: 2009-1021      SUBJECT:  
Appointment of Police  
Pension Board Trustee

SUBMITTAL DATE: 09/22/09

SUBMITTED BY: Susan O'Brien for David Cline, Mayor

APPROVED FOR      John Kolata      \_\_\_\_\_  
COUNCIL AGENDA:      Interim City Administrator      Date

EXHIBITS (If applicable):

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EXPENDITURE	AMOUNT	CONTINGENCY FUNDING
ESTIMATE: N/A	BUDGETED: N/A	REQUIRED: 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 appoint Randall Ross as trustee to the Police Pension Board for a term ending 05/10/2010; and re-appoint Lewis Stiff as trustee to the Police Pension Board for a term ending 05/09/2011.”

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

Per 40 ILCS 5/3-128 “Two members of the board shall be appointed by the mayor or president of the board of trustees of the municipality involved.” “Their successors shall serve for 2 years each or until their successors are appointed and qualified.”

The Police Pension Board has nominated Randall Ross with the Mayor’s approval. Mr. Ross’ background includes retirement from law enforcement.

Randall Ross      46 Elm Ridge      234-3098

Upon ratification the Police Pension Board trustees are:

Raymond Hall, Jr.	Elected by Actives	Term ends 05/09/2011
John McCain	Elected by Actives	Term ends 05/09/2011
Ronald Scott	Elected by Retirees	Term ends 05/09/2011
Lewis Stiff	Appointed by Mayor	Term ends 05/09/2011
Randall Ross	Appointed by Mayor	Term ends 05/10/2010

**City of Mattoon  
Council Decision Request**

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MEETING DATE: 10/06/09 CDR NO: 2009-1022

SUBJECT: Approving bid specifications janitorial services for city buildings

SUBMITTAL DATE: 09/30/09

SUBMITTED BY: David Wortman, Public Works Director

APPROVED FOR  
COUNCIL AGENDA: John Kolata \_\_\_\_\_  
City Administrator Date

EXHIBITS (If applicable): Exhibit A – Bid Specifications

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EXPENDITURE	AMOUNT	CONTINGENCY FUNDING
ESTIMATE: \$40,000	BUDGETED: \$40,000	REQUIRED: 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 the attached bid specifications and authorize seeking bids for janitorial services for city buildings.”

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

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# City of Mattoon

## Janitorial Contract – Invitation to Bid

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The City of Mattoon is requesting bids for janitorial service at the city buildings. Specifications and requirements may be obtained from the Mattoon City Hall, 208 N. 19<sup>th</sup> Street, Mattoon, IL, 61938 or by calling City Hall at 217-235-5654.

Bids will be received until 3:00 p.m. on Tuesday, October 27, 2009 at the City Clerk's Office in Mattoon City Hall, 208 N. 19<sup>th</sup> Street, Mattoon, IL. Any bid received after this date and time will not be accepted. Bids will be publicly opened and read at Mattoon City Council Chambers at that time.

The City of Mattoon reserves the right to reject any or all bids, to waive technical or legal deficiencies, and to accept any bid that it may deem to be in the best interest of the City.

### **TERM**

The contract term will be from November 9, 2009 to November 8, 2010. The contract includes two one-year renewal options at the option of the City, with increases allowed up to the most recent 12 month average increase of the Chicago CPI as monitored by the Bureau of Labor Statistics.

### **INSURANCE**

The Contractor shall procure and maintain, at its own expense, the following insurance:

- a. Worker's Compensation within the minimum statutory limits as provided by Illinois law. Workers Compensation shall include waiver of subrogation in favor of the City, alternate employer endorsement, and name the city of Mattoon as an additional insured on all policies.
  
- b. General Liability Insurance on an occurrence basis with minimum limits of:
  - \$1,000,000 Bodily Injury per Occurrence
  - \$1,000,000 Property Damage
  - or
  - \$1,000,000 Combined Single Limit

The City of Mattoon shall be listed as an additional insured as regards to operations. Coverage shall include Broad Form Property Damage, Contractual Liability and Completed Operations coverage. The City requires that these aggregate limits be maintained by the Contractor as required. Contractors insurance shall be primary and non-contributory and include waiver of subrogation. It is the responsibility of the Contractor and his insuring agent to provide the City with current certificates throughout the contract period, keeping the required limits in full force and effect.

### **FIDELITY BOND**

The contractor shall produce and maintain, for the term of the contract and provide the City of Mattoon with proof of its existence, a Fidelity Bond with limits of \$50,000 covering the actions of any employees that will be working within any city facility.

**BACKGROUND CHECKS**

The contractor must submit to the Police Department requested information on any employee scheduled to work in the Police Department or Dispatch Center one week before the employee is scheduled to work. This will be used to perform a background check on the employee. The contractor will be informed if any employee is not allowed to work in those areas due to past criminal activity.

**SUPPLIES**

Contractor is required to supply all equipment and tools to perform the cleaning services. The city will provide all supplies to be placed for public use; i.e. toilet paper, hand towels, and soap.

**FACILITIES TOUR**

The city will conduct a pre-bid tour of all facilities included in the contract beginning at 9:00 a.m. on Thursday, October 15, 2009 in the Mattoon City Council Chambers. Any contractor planning on submitting a bid is strongly encouraged to attend this tour.

Questions regarding bids should be directed to David Wortman, Public Works Director, at 217-235-5460, no later than Friday, October 23, 2009. Bids are legal and binding upon the bidder when submitted. The written bid documents supersede any verbal or written prior communications between the parties.

Award will be made to the vendor submitting the lowest responsive and responsible bid that meet the specifications. With limited response, the City of Mattoon reserves the right to extend the solicitation opening date as appropriate in order to assure a competitive procurement process.

Bids should be submitted no later 3:00 p.m. on Tuesday, October 27, 2009 and addressed or hand delivered to the City Clerk's Office in Mattoon City Hall, 208 N. 19<sup>th</sup> Street, Mattoon, IL in a sealed envelope:

Bid Project: Janitorial Service  
City of Mattoon  
Attn: City Clerk  
208 N. 19<sup>th</sup> Street  
Mattoon, IL, 61938

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**City of Mattoon**  
**JANITORIAL CONTRACT SPECIFICATIONS**

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**City Hall (208 N. 19th Street)**

**Twice weekly – Tuesday & Friday**

- Remove trash – all areas
- Vacuum all accessible areas (including door mats)
- Restrooms – clean all toilets, fixtures, sanitize, and stock paper products
- Clean all glass/mirror surfaces including doors
- Clean all table tops
- Sweep and mop all flooring
- Elevator – sweep and mop, clean doors inside and out
- Stairs and Landings – sweep, and mop

**Monthly – First Week of Month**

- Dust window sills, ledges, counters, tabletops, chairs, baseboards, pictures, and plaques
- Spot clean carpet as necessary
- Dust mop basement hallways
- Wet mop basement hallways

**Quarterly – January, April, July, October**

- Buff floors

**Annually – First week of May**

- Strip and wax floor

**Police Department (1710 Wabash Avenue)**

**Twice weekly – Monday & Thursday**

- Remove trash – all areas
- Vacuum all accessible areas (including door mats)
- Restrooms – clean all toilets, fixtures, sanitize, and stock paper products
- Clean all glass/mirror surfaces including doors, table tops
- Sweep and mop all flooring
- Elevator – sweep and mop, clean doors inside and out

**Monthly – First Week of Month**

- Dust, mop, and wax all tile floor areas, and stairways
- Sally port – clean floor traps

**Quarterly – February, May, August, November**

- Buff floors
- Shampoo carpet

**Annually – Second week of May**

- Strip and wax floor

**Dispatch Center (1700 Wabash Avenue)**

**Weekly – Wednesday**

- Remove trash
- Dust, mop and wax floors
- Restrooms – clean toilets, fixtures, wet mop floors, and paper stock
- Clean tabletops and counters
- Clean all glass, windows, and mirrors

**Quarterly – February, May, August, November**

- Buff floors

**Annually – Second week of May**

- Strip and wax floor

**Raymond Senteney Pistol Range (Lake Road)**

**Quarterly – February, May, August, November**

- Sweep and mop floor
- Dust
- Restrooms – clean toilets, fixtures, wet mop floors, and paper stock
- Clean tabletops and counters
- Clean all glass, windows, and mirrors

**Burgess Osborne (1701 Wabash Avenue)**

**Weekly - Wednesday**

- Remove trash
- Vacuum – sweep and mop
- Dust
- Restrooms – clean toilets, fixtures, wet mop floors, and paper stock
- Clean tabletops and counters
- Clean all glass, windows, and mirrors

**Quarterly - February, May, August, November**

- Buff floors

**Annually - Second week of May**

- Strip and wax floor

**Demars Center (Peterson Park)**

**Weekly - Thursday**

- Remove trash
- Vacuum – sweep and mop
- Restrooms – clean toilets, fixtures, wet mop floors, and stock paper
- Clean tabletops and counters
- Clean all glass, windows, and mirrors
- Check refrigerator and clean

**Quarterly - January, April, July, October**

- Buff floors

- Clean stove/refrigerator inside and out

**Annually - First week of May**

- Strip and wax floor (Tiled area only)
- 

**Peterson House (Peterson Park)**

**Quarterly- January, April, July, October**

- Vacuum – sweep and mop
- Restrooms – clean toilets, fixtures, wet mop floors, and stock paper
- Clean tabletops and counters
- Clean all glass, windows, and mirrors
- Dust and clean stair rail

**Library (1600 Charleston Avenue)**

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**Monday, Wednesday, and Friday**

- Bathrooms
  - Sinks
  - Mirrors
  - Stall handles
  - Toilets
  - Door handles
  - Sweep and mop floors
  - Fill toilet paper, paper towels, and soap dispensers
- Tables – wipe down all public table tops
- Wipe down the top of both main circulation desks.
- Take out trash (including outside trash can and butt holder)
- Collect recycling and leave in recycling center for CCAR to pick up
- Sweep and mop entrances
- Windows in all doors and offices
- Clean elevator

**Weekly - Tuesday**

- Vacuum all floors
- Sweep and mop basement
- Wipe down doors
- Sweep sidewalks and pick up trash on ground
- Dust displays and computers

**Quarterly- March, June, September, December**

- Wood oil main circulation desks and all furniture
- Clean and disinfect both kitchens
- Clean main windows around the building
- Wipe down all chairs in public areas

**City of Mattoon  
Council Decision Request**

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MEETING DATE: 10/06/09    CDR NO: 2009-1023    SUBJECT: Tourism Grants

SUBMITTAL DATE:            09/30/09

SUBMITTED BY:              Angelia Burgett, Tourism Coordinator

APPROVED FOR              John Kolata \_\_\_\_\_  
COUNCIL AGENDA:          Interim City Administrator                  Date

EXHIBITS (If applicable):   Grant Applications

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EXPENDITURE	AMOUNT	CONTINGENCY FUNDING
ESTIMATE:    \$3,200.00	BUDGETED: \$80,000	REQUIRED:    N/A

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

“I move to approve \$3,200.00 total grant by the Tourism Advisory Committee from hotel/motel tax funds to:

“Lake Land College Athletic Department for the purpose of hosting the Laker Classic Basketball Tournament December 18-19<sup>th</sup>, 2009.”

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

This application was considered and approved by the Tourism Advisory Committee at a meeting held September 9, 2009.

## Tourism Grant Application

Name of Organization: Lake Land College

Contact Person: Cedric M. Brown

Address: 5001 Lakeland Blvd., Mattoon, IL 61938 Telephone: 217-234-5294

Date of Event: Dec. 18-19 Name of Event: Laker Classic

### How Event Promotes Tourism in Mattoon

How does your event promote tourism, conventions, and other events within the city?

Will bring other community colleges and universities and their fans to Mattoon for a 48 hour period.

How does your event attract non-residents?

Scouts, recruiters, and families will come to watch the two-day tournament.

If your application were accepted, how would the tourism funds granted be used?

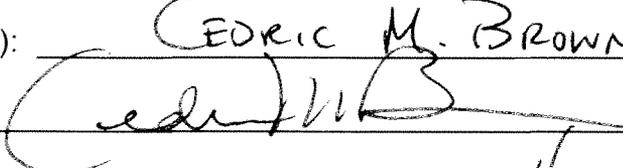
Primarily for the cost to host the tournament teams for housing, food, and guarantees.

Financial Statement (See Attached)

### Statement of Assurances

Any funds received under this grant will be used for the purposes described in this application. The figures, facts, and representations in this application are true and correct to the best of my knowledge.

Name (Please Print): CEDRIC M. BROWN

Signature: 

Date: 8/31/09 Title or Office Held: Head Coach

# Tourism Grant Application

# Detailed Budget

Event: Laker Classic

Date of Event: Dec. 18 & 19, 2009 Date of Application: August 4, 2009

Sponsor: Lake Land College Athletic Department

Income (Estimated)	Actual Last Year 20__ OR First Annual Budget	Estimated Present Year 20__
Rental of Booths	0	
Entry Fees/Gate Receipts	400.00	
Donations/Sponsorships	0	
T-Shirts and Souvenirs	0	
Food and Drinks, Etc.	450.00	
Mattoon Tourism Grant	5,000.00	
<b>Total Income</b>	<b>\$5,850.00</b>	
Expenses (Itemized)		
Advertising	500.00	
T-Shirts and Souvenirs	200.00	
Food, Drinks, Etc. pre & post game meals	600.00	
Labor Costs	2,610.00	
Entertainment	0	
Supplies – Concessions	300.00	
Postage	0	
Rentals – Rooms	2,700.00	
Insurance	0	
Other (explain) Tourney Guarantees	1,050.00	
<b>Total Expenditures</b>	<b>\$7,960.00</b>	
Estimate Value of In-Kind Services (Explain)	0	

Name of Organization: Lake Land College

Contact Person: Cedric M. Brown Phone: 217-235-5294

Address: 5001 Lake Land Blvd. Mattoon, IL 61938 Date of Event: Dec. 18 & 19, 2009

Amount of Award: \$5,000.00 Date Granted: \_\_\_\_\_

Signature:  Date 8/31/09  
Coach Cedric Brown

**City of Mattoon  
Council Decision Request**

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MEETING DATE: 10/06/09    CDR NO: 2009-1024    SUBJECT: Tourism Grants

SUBMITTAL DATE:            09/30/09

SUBMITTED BY:              Angelia Burgett, Tourism Coordinator

APPROVED FOR              John Kolata \_\_\_\_\_  
COUNCIL AGENDA:        Interim City Administrator                      Date

EXHIBITS (If applicable):    Grant Applications

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EXPENDITURE	AMOUNT	CONTINGENCY FUNDING
ESTIMATE:    \$12,500.00	BUDGETED: \$80,000	REQUIRED:    N/A

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

“I move to approve \$12,500.00 total grant by the Tourism Advisory Committee from hotel/motel tax funds to:

be divided equally between Mattoon Babe Ruth Baseball (\$6,250.00) and the Mattoon American Legion Post #88 (\$6,250.00) for the purposes of improvements to Grimes Field Press Box in Peterson Park in place of annual Tourism Grant contributions for the 2009 baseball season.”

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

This application was considered and approved by the Tourism Advisory Committee at a meeting held September 9, 2009.

This is one of two installments of \$12,500 with a grand total of \$25,000 over two years.

The second installment is to be disbursed to the two parties equally in fiscal year 2010/2011 in place of the 2010 baseball season grant request.

# Tourism Grant Application

Name of Organization: Mattoon Babe Ruth \_\_\_\_\_

Contact Person: Vince Walk \_\_\_\_\_

Address: P. O. Box 877 \_\_\_\_\_ Telephone: (217) 254-1846 \_\_\_\_\_

Date of Event: 2009 & 2010 seasons (exception: American Legion Great Lakes Regional)

Name of Event: Cal Ripken 12-year-old State Baseball Tournaments... 2009 Ohio Valley Tournament... 2009 & 2010 American Legion 4<sup>th</sup> of July Tournaments... Any other invitational tournaments hosted by Babe Ruth or American Legion Baseball for the 2009 & 2010 seasons...

## How Event Promotes Tourism in Mattoon

How does your event promote tourism, conventions, and other events within the city?

-Ohio Valley tournaments have historically brought ten to eleven 12-15-year-old baseball teams, their families and supporters to Mattoon between late July and early August. The majority of these individuals (135 players x 1.5 rooms = 203 rooms + tournament officials = 205 hotel rooms) because of the tournament scheduling have spent several nights in Mattoon hotels, eating in Mattoon restaurants, and shopping in Mattoon stores.

-Cal Ripken State tournaments have historically brought 8-17 twelve-year-old baseball teams in mid-July approximately half of these players and parents stay in Mattoon hotels for at least three days (half = 52 players-117 players x 1.5 rooms = 78 rooms- 176 rooms)

-The American Legion Baseball 4<sup>th</sup> of July Tournaments have historically brought fifteen teams, their families and supporters (270 players, forty coaches) to Mattoon for seven days in late June and the first few days of July. Several of these teams (5-7 = average of 94 rooms) because of distance stay in the Mattoon hotels for several days.

- 2009 & 2010 mark the 52<sup>nd</sup> and 53<sup>rd</sup> Year Anniversaries of Babe Ruth Baseball in Mattoon, Illinois
- 2009 & 2010 American Legion has placed a bid to host the Great Lakes Regional in 2010.
- This grant money will be used to remodel, update and expand the press box and concession facilities at Peterson Park – Grimes Field. Without the updates and expansions to these facilities Mattoon will lose the competitive edge it has over other area and regional communities who are competing to host the same tournaments / events.
- These upgraded and expanded facilities could better assist the success of other events such as Bagelfest and the American Cancer Society Walk.

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How does your event attract non-residents?

- Ohio Valley tournaments feature teams from Ohio, West Virginia, Michigan, Wisconsin, Southern Indiana, Northern Indiana, Eastern Kentucky, Western Kentucky, The Illinois State Champion, and the host team from Mattoon. Most of these teams have fifteen players, three coaches, and a large fan base of parents, grandparents, and siblings that will attend.
- Cal Ripken / Babe Ruth Tournaments have historically featured 8-17 teams half of which were from distant communities that stayed in area hotels.
- The American Legion has earned a reputation as one of the more competitive tournaments in the state of Illinois attracting on average fifteen American Legion teams, half which travel more than two hours and four which traditionally come from across state lines.

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If your application were accepted, how would the tourism funds granted be used?

- This grant money will be used to remodel, update and expand the press box and concession facilities at Peterson Park – Grimes Field. Without the investments in updates and expansions to these facilities Mattoon will lose the competitive edge it has over other area and regional communities who are competing to host the same tournaments / events.
- UPDATED (8/26/09): Mattoon Babe Ruth has paid almost \$50,000 toward this project.

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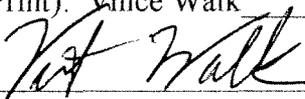
**Financial Statement**

(See Attached)

**Statement of Assurances**

Any funds received under this grant will be used for the purposes described in this application. The figures, facts, and representations in this application are true and correct to be best of my knowledge.

Name (Please Print): Vince Walk \_\_\_\_\_

Signature:  \_\_\_\_\_

Date: 1/14/09 & 8/27/09 \_\_\_ Title or Office Held: Mattoon Babe Ruth President

## **Tourism Grant Application**

## **Detailed Budget**

Event: 2009 & 2010 Illinois Cal Ripken State Tournaments  
2009 Babe Ruth Ohio Valley Tournament  
2009 & 2010 American Legion Fire Cracker Classics

Date of Event: Early, Mid & Late July 2009 Early & Mid July 2010

Date of Application: January 14, 2009 Revised August 27, 2009

Sponsor: Mattoon Babe Ruth

Included are examples of past estimated budgets for the 2007 Cal Ripken State Tournament, the 2008 Babe Ruth Ohio Valley, and the 2006 / 2007 Fire Cracker Classic. These represent typical expenses for the tournaments hosted by Babe Ruth/ Cal Ripken and American Legion.

Historically Mattoon Tourism has awarded \$5000 for Cal Ripken/ Babe Ruth State Tournaments, \$10,000 for Ohio Valley Tournaments, and \$5000 for the American Legion Fire Cracker Classic... (Approximately \$20,000 per year)... We are requesting \$25,000 over the next two years 2008 & 2009...

**Income (Estimated)****Actual Last Year 2007 State  
OR  
First Annual Budget****Estimated Present Year 2008  
Ohio Valley Tournament**

Rental of Booths	\$ N/A	\$
Entry Fees/ Gate Receipts	\$1,650	\$5000 – We are required by the Ohio Valley to charge a preset gate fee.
Donations/ Sponsorships	\$312.90	
T-Shirts and Souvenirs	\$2129	\$6000 (based on team numbers)
Food and Drinks, Etc.	\$3,850	\$7500
Mattoon Tourism Grant	\$5000	\$9950
Other: (Explain)		
<b>Total Income</b>	\$12,941.90	\$28,450
<b>Expenses (Itemized)</b>		
Advertising (pamphlets)*	In kind – trade-off	\$1000
T-Shirts and Souvenirs	\$1,532.50	\$3300
Food, Drinks, Etc.	\$1,925	\$4000
Labor Costs (umpires...)*	\$1,400	\$2850
Tournament fees*	\$2500	\$2500
Supplies (baseballs...)	\$2000	\$2500
Postage	\$164.07	\$200
Trophies & Programs	\$1200	\$1200
Insurance	Babe Ruth Paid	Babe Ruth will pay
Hotel Rooms: tournament* officials (required)		\$800
Field Art Logo*		\$800
Banquet (required)*		\$2000
<b>Total Expenditures</b>	\$8,005.57	\$21,150
Estimate Value of In-Kind Services (Explain)	\$5000	\$7000
	Stand workers, press box staff, gate workers, use of equipment	Stand workers, press box staff, gate workers, use of equipment

# Mattoon • Illinois

a city for all



S • E • A • S • O • N • S

## Tourism Grant Application

## Detailed Budget

Event: POST 88 FIRECRACKER CLASSIC

Date of Event: JUNE 28<sup>TH</sup> - JULY 3<sup>RD</sup>, 2006 Date of Application: FEB. 1, 2007

Sponsor: LEGION POST 88 BASEBALL

Income (Estimated)	Actual Last Year 2006 OR First Annual Budget	Estimated Present Year 2007
Rental of Booths	\$ N/A	\$
Entry Fees/ 14 Teams	@ \$350.00 \$ 4900.00	14 @ \$350.00 \$4900.00
Donations/ Sponsorships	N/A	
T-Shirts and Souvenirs	\$ 1360.00	\$1350.00
Food and Drinks, Etc.	\$1870.00	\$2075.00
Mattoon Tourism Grant	\$4000.00	\$6000.00
Other: (Explain)		
<hr/>		
<b>Total Income</b>	\$ 12,130.00	\$14,325.00
<b>Expenses</b>		
Advertising	\$ 375.00	\$ 350.00
T-Shirts and Souvenirs	\$ 930.00	\$ 950.00
Food, Drinks, Etc.	\$1435.00	\$ 1500.00
Labor Costs	\$4850.00	\$ 4975.00
Misc. grill, utensils	\$375.00	\$ 375.00
Supplies Balls, field	\$1885.00	\$ 1800.00
Postage	\$265.00	\$ 275.00
Rentals		
Insurance	\$ 685.00	\$685.00
Other Explain Park supplies	\$1400.00	\$1400.00
TROPHIES	\$ 795.00	\$875.00
Meals umpires, ball crew	\$ 875.00	\$750.00
<b>Total Expenditures</b>	\$13870.00	\$ 13,935.00
Estimate Value of In-Kind Services (Explain)	\$	\$
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**Mattoon Babe Ruth  
Income Exp Stmt  
7/26/2009**

	Operating		State		Ohio Valley		Total Operating Fund	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
<b>Revenue</b>								
Lawson Concession	7,266.09	8,000	1,259.07	300			8,525.16	
Peterson Concession	6,404.54	7,000				4,500	6,404.54	
Fund Raiser (net of cost)	1,040.95	1,100					1,040.95	
Sign-ups	6,960.00	6,500					6,960.00	
Sponsorships	3,600.00	4,800					3,600.00	
Donnelley	500.00	500					500.00	
Mattoon Rec Board	2,250.00	2,250					2,250.00	
Concession sold to Others		2,000					-	
Fence signs	1,000.00	1,500					1,000.00	
All Star Fees	650.00	4,150					650.00	
Gate/Entry Fees			300.00	300		2,500	300.00	
Tourism Grant							-	
Souvenir sales						2,000	-	
Vendor commissions		175				250	-	
Metzger Memorial Interest	(1,381.75)						(1,381.75)	
<b>Total Revenue</b>	<b>28,289.83</b>	<b>37,975.00</b>	<b>1,559.07</b>	<b>600.00</b>	<b>-</b>	<b>9,250.00</b>	<b>29,848.90</b>	<b>-</b>
<b>Expenses</b>								
Concession Cost of Goods	10,714.81	14,000					10,714.81	
Souvenir cost of goods						1,600	-	
Babe Ruth Fees	1,082.00	150			2,500.00	2,500	3,582.00	
Insurance	2,723.00	3,200					2,723.00	
ID Cards	135.00	100					135.00	
Newspaper Ad		250					-	
Misc	1,711.32	1,000	213.63	200		1,000	1,924.95	
Memorial Gifts	85.06	150					85.06	
Telephone	973.29	2000					973.29	
Peterson Phone							-	
Awards	946.16	400		100		1,000	946.16	
Uniforms	2,099.50	2,500					2,099.50	
Equipment	594.41	2,000					594.41	
Lawson umpires	3,270.00	4,000	360.00	250			3,630.00	

7/26/2009

**Mattoon Babe Ruth  
Income Exp Stmt  
7/26/2009**

Peterson umpires	3,620.00	4,000				2,700	3,620.00	
Lawson commissioner	2,200.00	2,200					2,200.00	
Peterson commissioner		2,750					-	
All Star teams	1,500.00	4,000					1,500.00	
Fence signs	725.00	750					725.00	
Field Maintenance							-	
Repairs	212.08	1,000					212.08	
Shoulder emblems		100					-	
Equipment Storage		400					-	
Concession equipment	1,099.92	1,000					1,099.92	
Coach Certifications	80.00	160					80.00	
Lawson Fencing							-	
<b>Total Expenses</b>	<b>33,771.55</b>	<b>46,110.00</b>	<b>573.63</b>	<b>550.00</b>	<b>2,500.00</b>	<b>8,800.00</b>	<b>36,845.18</b>	<b>-</b>
<b>Revenue over Expense</b>	<b>(5,481.72)</b>	<b>(8,135.00)</b>	<b>985.44</b>	<b>50.00</b>	<b>(2,500.00)</b>	<b>450.00</b>	<b>(6,996.28)</b>	<b>-</b>
	<u>Operating</u>	<u>Tournament</u>						
Beginning Balance (11/01/08)	19,419.30	59,957.14						
Revenue over Expense	(6,996.28)	(49,679.48)						
Fund Transfers	(13,750.00)	13,750.00						
Ending Balance (7/5/09)	(1,326.98)	24,027.66						

7/26/2009

## **Tourism Grant Application**

## **General Information Sheet**

### **Tourism Funds**

On September 17, 1991, the Mattoon City Council established a Tourism Committee to make recommendations to the City Council relative to the disposition and allocations of tourism funds generated by a Hotel-Motel Tax. Funds generated by this tax are to be expended by the municipality for the promotion of tourism and conventions within the City of Mattoon or otherwise attract overnight non-residents. The Committee consists of seven members appointed by the Mayor with the advice and consent of the City Council. A City Council member serves as an ex-officio member.

### **How To Apply**

1. Obtain an application from the City Clerk's office or the Peterson House.
2. Fully complete the application along with any other pertinent documents plus nine (9) copies (10 in all) to the Tourism Office located at 208 North 19<sup>th</sup> Street, Mattoon, Illinois 61938.
3. Carefully address the evaluation criteria.
4. The Committee should receive the application **ninety (90) days prior-to** the planned event date when possible. Any application received later than 90 days may be tabled until the next meeting. It is mutually advantageous to have the application acted upon up to six (6) months prior to the planned event date.
5. Application **MUST** be typed. Any handwritten applications will not be reviewed.
6. A representative from the sponsoring group applying for the funds **MUST** attend the application review process by the Mattoon Tourism Committee.
7. Submit evidence seeking additional funding sources, such as foundations, matching grant programs, Department of Commerce and Community Affairs, Illinois Bureau of Tourism, etc.

### **Evaluation Criteria**

Grant application for Mattoon Tourism Fund shall be evaluated primarily on the following terms:

1. The event compliments the best interest of the Mattoon Community.
2. The event or some portion of the event must occur within the city limits of Mattoon or otherwise attract overnight non-residents.
3. Provides economic opportunities for Mattoon Businesses.
4. Be proposed by an organization (or individuals) that has/have an established history of successful accomplishments.
5. Be innovative in the promotion of the Greater Mattoon Community.
6. Enhances the visual environment that results in lasting positive impressions of the community.
7. One or more of the following is included:
  - a. A repeat of an event that has been successful in past years. This should not be interpreted however, as an on going means of funding an event. The ideal scenario is lending more funds to "new" or "young" events and gradually decreasing the amount as the event moves toward becoming self-supporting and profit making.
  - b. An event that fills a void.
  - c. An event that meets a need for greater attention, in the total spectrum of Mattoon attractions.

Note: Lower funding priority will be given to the application that enhances the reputation of an individual or business over the reputation of the community.

**Crediting City/Tourism Board For Funding Project**

The following statement will be incorporated on all printed material and/or television/radio marketing:  
**“Funding provided in part by Mattoon, Illinois Tourism”. The official logo of Mattoon Tourism shall also be used on printed materials.** Failure to include statement or logo will result in a total cost disallowance for the portion of the grant project.

A follow-up report of any monies from the Mattoon Tourism Committee **MUST** be received within sixty (60) days after the event. The follow-up summary is attached. Said report will consist of actual financial statements, samples of promotional materials, event statistics and/or the usage of Tourism money to promote tourism in the Mattoon Community

**City of Mattoon  
Council Decision Request**

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MEETING DATE: 10/6/2009

CDR NO: 2009-1025

SUBJECT: Accepting quote for repair to the North 1975 Clarifier at Wastewater Treatment Plant

SUBMITTAL DATE: 10/2/2009

SUBMITTED BY: David Wortman, Public Works Director

APPROVED FOR  
COUNCIL AGENDA: John Kolata  
City Administrator

\_\_\_\_\_  
Date

EXHIBITS (If applicable): Quote from Metzger Welding

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EXPENDITURE	AMOUNT	CONTINGENCY FUNDING
ESTIMATE: \$12,026.06	BUDGETED: \$85,000	REQUIRED: N/A

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

“I recommend accepting the quote from Metzger Welding for \$12,026.06 for repairs to the North 1975 Clarifier at Wastewater Treatment Plant.”

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

The attached quote is for fabricating metal parts and installing them on the North 1975 Clarifier at the Wastewater Treatment Plant. Over the last month Rick Pinnell has talked to several different companies to find the least cost fix for the clarifier. Metzger’s quote was the least expensive route and Rick has had good experiences working with Metzger’s in the past.

The repairs will be paid from the WWTP – Repair of Machinery (212-5344-433) line item.



# METZGER WELDING AND MACHINE

2900 Marshall Avenue  
MATTOON, ILLINOIS 61938  
(217) 234-2851

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## Proposal for North Primary 75 Clarifier Renovation September 21, 2009

Mr. Richard Pinnell  
City of Mattoon WWTP  
820 South 5<sup>th</sup> Place  
Mattoon, IL 61938

Re: Fabrication, Assembly, and Labor Costs to renovate the North 75 Primary Clarifier.

Rick,

Per our conversation last week, Metzger is pleased to quote on the renovation work that is needed to restore the North 75 Primary Clarifier to full operating condition.

Our Scope of Work is as Follows:

All parts will be fabricated using Mild Steel

QTY	DESCRIPTION	COSTS
1	2 ½' x 6' Bar	\$1776.54
3	2 ½" Shaft	\$756.00
28	Mounting Brackets @ \$31.00 a piece	\$868.00
4	2 x 3 x 3/8" angle	\$273.52
ALL	Concrete Anchors	\$242.00
1	6' X 1/8" Flat	\$230.00
1	Labor for 30 hours in Shop Work	\$1755.00
1	Labor for 70 hours Field Work 9 (mounting parts in tank)	\$6125.00
	Total Costs (not to exceed)	\$12,026.06

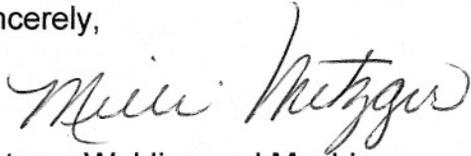
Terms: NET 30 days with approved credit. An interest charge of 1 ½% will be added to balances over 45 days. Retainage of any invoiced amount is unacceptable unless specifically agreed to by Metzger Welding and Machine at the time of order, and shall in no case exceed a period of 120 days.

Prices quoted shall remain firm for a period of thirty (30) days, after which prices are subject to change without notice.

If, after reviewing the above proposal, you have any further questions or comments regarding this proposal, please feel free to contact me at (217) 234-2851. If this proposal meets with your approval, please sign and return to Metzger Welding and Machine.

Thank you for the opportunity to furnish this proposal to the City of Mattoon. If I can be of further assistance to you on this or future projects, please let me know.

Sincerely,



Metzger Welding and Machine

ACCEPTED THIS

DATE

9-21-09 BY



COMPANY

Metzger Welding

TITLE

owner