

Virtual City Council Meetings Details

Cisco WebEx hosts the virtual Council Chamber. Join the meetings using the information shown below.

Visit the [City Council Meeting page](#) to view the agenda for upcoming meetings. For those unable to attend, recordings of any virtual City Council Meetings will be posted to our [YouTube Channel](#).

May 06, 2025, Virtual Meetings Details:

A Regular City Council meeting is scheduled for **6:30 PM – 9:00 PM** on **Tuesday, May 06, 2025**.

Regular City Council Meeting

At no sooner than 6:20 pm, visit the Cisco WebEx meeting site by clicking the link below.

<https://bit.ly/MattoonCC050625>

Meeting number (access code): 2557 590 4742

Meeting password: 20819

Additional Instructions

Join meetings by telephone by **dialing 415-655-0001** and use the **meeting number** and **password** shown above.

Participants may be muted when initially connected to the meeting.

If using a phone to call in, you can press ***6** to unmute and mute yourself when public comment is invited.

If you wish to be heard during the public comment portion of the meeting or wish to comment during the discussion period on an open motion, you need to send your comments in advance to the City Clerk's office. Your comments will be read into the record, or you will be called upon to speak at the appropriate time. Contact the City Clerk's office before 4:00 p.m. on the day of the meeting by calling 217-235-5655 or by sending an email message to cityclerk@mattoonillinois.org. NOTE: All those speaking during the meeting must first identify themselves by providing their full name for the record.

CITY OF MATTOON, ILLINOIS
CITY COUNCIL AGENDA
May 6, 2025
6:30 P.M.

6:30 P.M. 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.

1. Minutes of the Regular Meeting of April 15 & Special Meeting of April 23, 2025.
2. Bills and Payroll for the last half of April 2025.
3. Mayor's Bills – Lobby Day

Administration of the Oath of Office to New Council by City Clerk

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. We would also ask you to state your name and address for the record as well as stand when speaking.

Presentation: Dr. Julie Elbert of the Daughters of the American Revolution recognizing Officer AJ Roley for his actions

Presentation: Acknowledging the retirement of Lt. Scott Robison with 20 years of service from the Police Department on May 2, 2025.

Presentation: Acknowledging the promotions of:

Sergeant Peter Lusk to Lieutenant effective May 3, 2025

Officer Mike Bennett to Sergeant effective May 3, 2025

Probationary Officer Grant Gaines to Regular Officer status effective May 5, 2025.

NEW BUSINESS

- 1. Motion – Adopt Ordinance No. 2025-5492: Updating the municipal code to reflect the change in government including the city manager.**
- 2. Motion – Adopt Resolution No. 2025-3304: Appointing Kyle M. Gill to the position of City Manager.**
- 3. Motion – Adopt Resolution No. 2025-3305: Appointing Susan J. O’Brien to the Office of City Clerk and Beth Wright to the Office of City Treasurer.**
- 4. Motion – Adopt Resolution No. 2025-3306: Designating the depositories in which the funds or moneys of the City may be deposited.**
- 5. Motion – Adopt Resolution No. 2025-3307: Authorizing the Mayor, City Treasurer and City Clerk to sign checks by facsimile signature.**
- 6. Motion – Adopt Special Ordinance No. 2025-1954: Ratifying employment contracts with City Manager, City Clerk, Finance Director & City Treasurer.**
- 7. Motion – Adopt Special Ordinance No. 2025-1955: Granting a Special Use for a Tier II Short-Term Rental located at 808 Broadway Avenue. Petitioner: Toby Ferris 07-1-03948-000**
- 8. Motion – Adopt Special Ordinance No. 2025-1956: Granting a Special Use for a Digital Display Sign located currently on a portion of 06-0-00588-000 that will be deeded to the City in the near future. Petitioner: Richard Rhodes of Dusty’s Outdoor Media**
- 9. Motion – Adopt Special Ordinance No. 2025-1957: Granting a Special Use for a Cannabis Dispensary located at 511 Lake Land Boulevard. Petitioner: T C APPLICCO, L.L.C. 07-1-05018-000**
- 10. Motion – Adopt Special Ordinance No. 2025-1958: Authorizing the city manager to sign an outright grant agreement by and between the City of Mattoon and First Neighbor Bank. reimbursing up to \$108,8982.50 from Broadway Avenue East TIF Revenues over a three-year period for engineering costs, pavement removal, earthwork site utilities and seeding to the property located at 808 Broadway Avenue East; and authorizing the city manager to sign the agreement. 06-0-00554-006**
- 11. Motion – Adopt Special Ordinance No. 2025-1959: Granting a variance for Fire Station #3 to allow yard setback requirements for a building addition located at 2700 Marshall Avenue. Petitioner: City of Mattoon**
- 12. Motion – Adopt Ordinance No. 2025-5493: Updating the municipal code to increase the effectiveness of the Corridor Development by amending Sections 159.56, 159.57, 159.58, 159.59, 159.60 and 159.61.**
- 13. Motion – Approve Council Decision Request 2025-2597: Approving Change Order #5 in the amount of \$313,989.65 for the Sports Complex Roadway Project to extend Wooddell Way east to Dettro Drive; and authorizing the Public Works Director to sign the request. 23-00353-00-PV**

14. Motion - Approve Council Decision Request 2025-2598: Waiving the formal bidding requirement; approving the proposal in the amount of \$34,300.00 from Midwest Marine Construction to construct a sea wall at the Lake Paradise Pump House; and authorizing the city manager to sign the proposal.

15. Motion – Approve Council Decision Request 2025-2599: Waiving the formal bidding requirement; approving the proposal in the amount of \$72,118.00 from Hydro-Kinetics for the replacement of the modulating electric actuators on Filter #4 at the Water Treatment Plant; and authorizing the city manager to sign the proposal.

16. Motion – Approve Council Decision Request 2025-2600: Ratifying the appointment of Toby Ferris to the Planning Commission with an unexpired term of 08/17/2028.

17. Motion – Adopt Ordinance No. 2025-5494: Authorizing the boundary modifications amendment to the area known as the Coles County Enterprise Zone for boundary expansion to include the Rural King Hangar Project; and authorizing the mayor to sign the intergovernmental agreement.

COMMENTS BY THE COUNCIL

Adjourn.

CONSENT AGENDA ITEMS: UNAPPROVED MINUTES: Regular Meeting – April 15, 2025

The City Council of the City of Mattoon held a Regular City Council meeting in the Council Chambers of City Hall on April 15, 2025. Mayor Hall presided and called the meeting to order at 6:30 p.m.

Mayor Hall led the Pledge of Allegiance.

The following members of the Council answered roll call physically present in person: YEA Commissioner Jim Closson, YEA Commissioner Dave Cox, YEA Commissioner Sandra Graven, YEA Commissioner David Phipps and YEA Mayor Rick Hall.

Also physically present were City personnel: Interim Manager Kyle Gill, City Attorney Daniel C. Jones, Finance Director/Treasurer Beth Wright, Arts & Tourism Director Angelia Burgett (audio), Public Works Director Dave Clark, Fire Chief Jeff Hilligoss, Police Chief Sam Gaines, Community Development & Code Enforcement Manager Alex Benishek and City Clerk Susan O'Brien.

CONSENT AGENDA

Mayor Hall seconded by Commissioner Cox moved to approve the consent agenda consisting of Regular Meeting minutes of April 1, 2025, bills and payroll for the first half of April 2025.

<u>Bills and payroll for the first half of April, 2025</u>			
<u>General Fund</u>			
Payroll		\$	297,071.90
Bills		\$	761,908.38
	Total	\$	1,058,980.28
<u>Hotel Tax Administration</u>			
Payroll		\$	5,172.04
Bills		\$	809.30
	Total	\$	5,981.34
<u>Festival Mgmt Fund</u>			
Bills		\$	100.00
	Total	\$	100.00
<u>Insurance & Tort Jdgmnt</u>			
Bills		\$	140,532.14
	Total	\$	140,532.14
<u>Midtown TIF Fund</u>			
Bills		\$	28,438.75
	Total	\$	28,438.75
<u>Capital Project Fund</u>			
Bills		\$	93,940.00
	Total	\$	93,940.00
<u>I-57 East TIF Dist</u>			
Bills		\$	358.00
	Total	\$	358.00

Bills	<u>Remington Rd & I-57 Bus Dist</u>	\$	145,206.37
	Total	\$	145,206.37
Payroll	<u>Water Fund</u>	\$	43,992.40
Bills		\$	51,415.12
	Total	\$	95,407.52
	<u>Sewer Fund</u>		
Payroll		\$	37,885.93
Bills		\$	64,176.58
	Total	\$	102,062.51
	<u>Health Insurance Fund</u>		
Bills		\$	3,710.11
	Total	\$	3,710.11
	<u>Motor Fuel Tax Fund</u>		
Bills		\$	21,511.21
	Total	\$	21,511.21

Mayor Hall declared the motion carried by the following omnibus vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

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. We would also ask you to state your name and address for the record as well as stand when speaking.

Mayor Hall opened the floor for public comments from those in person and online with no response.

NEW BUSINESS

Commissioner Closson seconded by Commissioner Graven moved to approve Council Decision Request 2025-2587, approving amendments to the budget for the fiscal year ending April 30, 2025.

Mayor Hall opened the floor for comments/questions. Director & Treasurer Wright explained the amendments to Capital Projects Fund of an increase of \$700,000, Future needs of Fire Station 3 of an increase of \$400,000, North 6th Street Substation of an increase of \$300,000 and RLF loan financing of an increase of \$200,000 to pay down the principal of the fire truck.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Cox seconded by Commissioner Phipps moved to adopt Special Ordinance No. 2025-1949, adopting the budget for the fiscal year that begins May 1, 2025 and ends April 30, 2026.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2025-1949

**AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF
MATTOON FOR THE FISCAL YEAR THAT BEGINS MAY 1, 2025 AND
ENDS APRIL 30, 2026**

WHEREAS, the proposed budget was filed with the City Clerk and became available for public inspection on March 21, 2025; and

WHEREAS, notice of a public hearing to consider comments on the proposed budget was published in the *Mattoon Journal Gazette* on March 21, 2025; and

WHEREAS, a public hearing was held on April 01, 2025 at which hearing any taxpayer was given an opportunity to appear and be heard in favor of or against any of the proposed revenues and expenditures provided in the tentative budget; and

WHEREAS, after the public hearing the City Council adopted changes to the tentative budget as outlined in the final budget which is attached to this ordinance and marked as “Final Budget – April 15, 2025”; and,

WHEREAS, the process and procedures for the annual budget have been completed in accordance with provisions of Illinois Statutes 65 ILCS 5/8-2-9.1 through 65 ILCS 5/8-2-9.10 and City of Mattoon Ordinance No. 2002-5101.

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

Section 1. Estimates of revenues and expenditures shown in the attached budget, as amended, are hereby adopted as the budget for the City of Mattoon for the fiscal year that begins May 1, 2025 and ends April 30, 2026.

Section 2. The budget as it has been adopted is attached and incorporated herein by reference.

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 Commissioner Cox, seconded by Commissioner Phipps, adopted this
15th day of April, 2025.

AYES (Names): Commissioner Closson, Commissioner Cox,

Commissioner Graven, Commissioner Phipps, _____
Mayor Hall _____
NAYS (Names): None
ABSENT (Names): None

Approved this 15th day of April, 2025.

/s/Rick Hall
Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

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

/s/ Daniel C. Jones
Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on 04-15, 2025.

Mayor Hall opened the floor for comments. Director & Treasurer Wright noted minor adjustments and a surplus in the General Fund of approximately \$150,000 to the positive.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Graven seconded by Commissioner Cox moved to adopt Ordinance No. 2025-5491, amending Section 51.098 of the municipal code to update the water and sewer rates for the City of Mattoon.

CITY OF MATTOON, ILLINOIS

ORDINANCE NO. 2025-5491

AN ORDINANCE AMENDING THE WATER AND SEWER RATES FOR THE CITY OF MATTOON

WHEREAS, the City of Mattoon owns and maintains potable water and waste water systems including; Water Treatment, Water Distribution, Waste Water Collection, and Waste Water Treatment; and

WHEREAS, the City of Mattoon is responsible for establishing rates of service for the potable water and waste water systems sufficient to cover the cost of Operating Expenses, Debt Service, and Capital Reinvestment; and

WHEREAS, the City Mattoon wishes to increase certain rates for potable water service and waste water service by approximately 4.5% effective May 01, 2025; and

WHEREAS, the City of Mattoon wishes to increase the rate for Biochemical Oxygen Demand (BOD) Exceeding 200 mg/l, and the rate for Suspended Solids (SS) Exceeding 250 mg/l, for industrial waste water customers by approximately 4.5% effective May 01, 2025; 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. That Section 51.098 of the City of Mattoon Illinois Code of Ordinances be replaced in its entirety with the following:

51.098 RATES FOR WATER SERVICE

(A) Effective May 01, 2025 the rates for water service shall be:

(1) There shall be assessed a monthly meter charge according to the size of the meter for each service as follows:

(a) Residential

1. For a 5/8" meter, the base fee shall be \$2.54
2. For a 3/4" meter, the base fee shall be \$8.57
3. For a 1" meter, the base fee shall be \$12.84

(b) Commercial

1. For a 5/8" meter, the base fee shall be \$8.57
2. For a 3/4" meter, the base fee shall be \$12.84
3. For a 1" meter, the base fee shall be \$17.14
4. For a 1-1/2" meter, the base fee shall be \$25.71
5. For a 2" meter, the base fee shall be \$34.24
6. For a 3" meter, the base fee shall be \$68.37
7. For a 4" meter, the base fee shall be \$102.47
8. For a 6" meter, the base fee shall be \$136.73
9. For a 8" meter, the base fee shall be \$171.30

(2) Where there is more than one meter per customer, the monthly meter charge shall apply to each meter.

(3) In addition to the monthly meter charge, the following schedule of rates shall be used to calculate the monthly billing for each customer:

(a) For potable water usage inside the City Limits for each billing period:

1. The first 2,000 cubic feet (14,980 gal) or less shall be \$4.69 per 100 cubic feet.
2. The next 298,000 cubic feet (2,232,020 gal) shall be \$3.74 per 100 cubic feet.
3. Usage over 300,000 cubic feet (2,247,000 gal) shall be \$2.96 per 100 cubic feet.

(b) For potable water usage outside the City Limits for each billing period:

1. The first 2,000 cubic feet (14,980 gal) or less shall be \$7.25 per 100 cubic feet.
2. The next 298,000 cubic feet (2,232,020 gal) shall be \$5.71 per 100 cubic feet.
3. Usage over 300,000 cubic feet (2,247,000 gal) shall be \$4.60 per 100 cubic feet.

(B) Effective May 1, 2025 the fee for routine laboratory testing of water samples shall be \$20.00 per sample.

Section 3. That Section 50.096 of the City of Mattoon Illinois Code of Ordinances be replaced in its entirety with the following:

50.096 RATES FOR SEWER SERVICE

(A) Effective May 01, 2025 the rates for sewer service shall be:

- (1) For sewer service inside the City Limits for each billing period:
 - (a.) A billing fee of 2.12 per bill shall be charged for all users.
 - (b.) A rate of \$7.54 per 100 cubic feet of potable water use shall be charged for all domestic level users as defined in Section 50.002.
 - (c.) Users, other than domestic level users, shall be billed according to the following:
 1. A user fee of \$5.17 per 100 cubic feet.
 2. A debt service fee of \$2.37 per 100 cubic feet.
 3. A surcharge of \$0.71 per pound of BOD in excess of 200 mg/l.
 4. A surcharge of \$1.11 per pound of SS in excess of 250 mg/l.
- (2) For sewer service outside the City Limits for each billing period:
 - (a.) A billing fee of 2.12 per bill shall be charged for all users.
 - (b.) A rate of \$10.71 per 100 cubic feet of potable water use shall be charged for all domestic level users as defined in Section 50.002.
 - (c.) Users, other than domestic level users, shall be billed according to the following:
 1. A user fee of \$5.18 per 100 cubic feet.
 2. A debt service fee of \$5.52 per 100 cubic feet.
 3. A surcharge of \$0.71 per pound of BOD in excess of 200 mg/l.
 4. A surcharge of \$1.11 per pound of SS in excess of 250 mg/l.

Section 3. If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clause and phrases may be declared unconstitutional.

Section 4. The City Clerk is hereby directed to cause this ordinance to be published in pamphlet form.

Section 5. This ordinance and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect 10 days after its publication in pamphlet form as herein provided.

Upon motion by Commissioner Graven, seconded by Commissioner Cox,
adopted this 15th day of April, 2025, by a roll call vote, as follows:

AYES (Names):	<u>Commissioner Closson, Commissioner Cox,</u>
	<u>Commissioner Graven, Commissioner Phipps,</u>
	<u>Mayor Hall</u>
NAYS (Names):	<u>None</u>
ABSENT (Names):	<u>None</u>

Approved this 15th day of April, 2025.

/s/Rick Hall
Rick Hall, Mayor
City of Mattoon, Illinois

ATTEST:

APPROVED AS TO FORM:

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

/s/Daniel C. Jones
Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on 04-15, 2025.

Mayor Hall opened the floor for comments. Administrator Gill noted an increase of 4.5% increase in rates to help the future update projects at the Water and Waste Water Plants. Mayor Hall inquired if there were increases on a regular basis with Interim Manager Gill answering affirmatively. Commissioner Closson added there was a 20% increase last year and another 20% increase this year in chemicals. Director & Treasurer Wright explained an average monthly bill for a residential customer in the city limits would be increasing from \$50.53 per month to \$52.80 per month.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Phipps seconded by Commissioner Graven moved to adopt Resolution No. 2025-3300, prescribing contributions required of Employees and Retirees who elect to participate in the group Health, group Medicare, and Life insurance plan of the municipality.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2025-3300

A RESOLUTION ESTABLISHING CONTRIBUTIONS REQUIRED OF EMPLOYEES AND RETIREES WHO ELECT TO PARTICIPATE IN THE CITY OF MATTOON'S GROUP HEALTH, DENTAL AND LIFE INSURANCE PLANS

WHEREAS, the City of Mattoon is subject to three collective bargaining agreements and all three agreements of which prescribe that employees shall pay 25% of the cost of the health insurance plan by payroll deduction beginning with the first paycheck of May after the costs for the preceding calendar year are disclosed by the Employer's health insurance administrator; and

WHEREAS, actual costs for stop loss insurance, fees, medical, prescription and dental claim expenditures for calendar year 2024 were \$706.06 per month for single coverage and \$1,940.82 per month for family coverage, as reported by BCBSIL (City Traditional Plan, QHDHP, Dental) & Aetna (Group Medicare Plan), the Employer's health and dental insurance plan administrators; and

WHEREAS, State statutes do not presently require a municipality to pay any portion of the cost of post-employment benefits for retired employees and the City reserves the right to make changes to the rates; and

WHEREAS, the City began to require retired employees, whose pensions are more than \$1,625 per month, to contribute a higher share of the cost of the health insurance plan by Resolution 2004-2548 adopted April 6, 2004; and

WHEREAS, in the wake of the property tax extension limitation effective in Coles County, declining general government revenues, and ever rising costs of health insurance, the City must make additional adjustments and further increase retired employees' share of the costs of health insurance; and

WHEREAS, doing so represents a change in the City's policy with respect to the amounts it subsidizes toward health insurance for retiree employees; and

WHEREAS, group life insurance will be provided by BlueCross BlueShield of Illinois (formerly Dearborn National) for a one-year renewal effective through May 1, 2026; and

WHEREAS, the time is now appropriate to prescribe contributions required of employees and retirees for the health and life insurance plans for the 2025/2026 fiscal year.

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

Section 1. The following tables prescribe contributions required of eligible employees and retirees who elect to participate in the City of Mattoon's group health insurance plan.

Eligible Employees and Retirees Whose Pensions Are Less Than \$1,625 Per Month;
May 01, 2025

	Total Monthly Cost	Employer Share 75%	Employee Share 25%
Single Coverage	\$706.06	\$529.54	\$176.52
Family Coverage	\$1,940.82	\$1,455.62	\$485.20

Eligible Retirees Whose Pensions Are More Than \$1,625 Per Month through April 30, 2026

	Total Monthly Cost	Employer Share 30%	Retiree Share 70%
Single Coverage	\$706.06	\$211.82	\$494.24
Family Coverage	\$1,940.82	\$582.25	\$1,358.57

Section 2. Retirees, who are currently enrolled, may participate in the City of Mattoon’s group term life insurance plan by monthly withholdings from pensions, whether such retiree is paid by the Illinois Municipal Retirement Fund, the Firefighters Pension Fund or the Police Pension Fund. The retiree contribution for \$10,000 life insurance shall be \$21.15 per month for retirees under 70. For retirees age 70 or over, the retiree contribution for \$5,000 life insurance shall be \$10.58 per month.

Section 3. Employee and retiree contributions adopted by this resolution shall become effective May 1, 2025.

Section 4. All contributions for payment of health and life insurance shall be deducted directly on a monthly basis from the pension benefits received by the retiree. The only exception to the direct deduction rule shall be when the IMRF rules and regulations do not allow for said direct deduction.

Upon motion by Commissioner Phipps, seconded by Commissioner Graven, adopted this 15th day of April, 2025, by a roll call vote, as follows:

AYES (Names):	<u>Commissioner Closson, Commissioner Cox,</u>
	<u>Commissioner Graven, Commissioner Phipps,</u>
	<u>Mayor Hall</u>
NAYS (Names):	<u>None</u>
ABSENT (Names):	<u>None</u>

Approved this 15th day of April, 2025.

/s/Rick Hall
Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

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

/s/Daniel C. Jones
Daniel C. Jones, City Attorney

Recorded in the Municipality’s Records on 04-15, 2025.

Mayor Hall opened the floor for comments. Clerk O’Brien stated the rates were steady but expected an increase next year.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Closson seconded by Commissioner Phipps moved to adopt Special Ordinance No. 2025-1950, establishing the 2025/2026 Compensation Plan for managerial and non-union non-managerial employees of the municipality.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2025-1950

**AN ORDINANCE ESTABLISHING THE 2025-2026 COMPENSATION PLAN FOR THE
MANAGERIAL AND NON-UNION NON-MANAGERIAL EMPLOYEES OF THE
MUNICIPALITY**

WHEREAS, a ratified agreement with the three collective bargaining agreements which represents employees of the municipality has provided a four percent (4%) pay increase for the fiscal year beginning May 1, 2025 and ending April 30, 2026; and

WHEREAS, the time is now appropriate to also establish rates of pay for the managerial employees and the non-managerial employees not represented by a collective bargaining agreement effective with the fiscal year that begins May 1, 2025.

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

Section 1. Recitals. Non-Managerial, Non-Confidential & FLSA Exempt Employees shall be compensated in accordance with the schedule attached to this ordinance and marked Appendix A. Employees assigned to position identified on the Schedule of Confidential & FLSA Exempt Supervisory & Management Positions shall receive an average salary increase of 4% unless stated otherwise as outlined in Appendix B effective May 1, 2025.

Section 2. Management employees assigned to positions identified on the Schedule of Confidential & FLSA Exempt Supervisory & Management Positions shall receive a salary increase of 4% unless stated otherwise as outlined in Appendix C effective May 1, 2025.

Section 3. To the extent this ordinance conflicts with prior ordinances establishing a compensation plan for the City's employees, the prior ordinances shall control except where specifically amended by this ordinance.

Section 4. This ordinance shall be deemed published as of the day of its adoption approval by the City Council.

Section 5. This ordinance shall be effective upon its approval as provided by law.

Upon motion by Commissioner Closson, seconded by Commissioner Phipps, adopted this 15th day of April, 2025, by a roll call vote, as follows:

AYES (Names):	<u>Commissioner Closson, Commissioner Cox,</u>
	<u>Commissioner Graven, Commissioner Phipps,</u>
	<u>Mayor Hall</u>
NAYS (Names):	<u>None</u>
ABSENT (Names):	<u>None</u>

Approved this 15th day of April, 2025.

/s/Rick Hall
Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

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

/s/Dan C. Jones
Dan C. Jones, City Attorney

Recorded in the Municipality's Records on 04-15, 2025.

Mayor Hall opened the floor for comments. Interim Manager Gill noted most of the increases stayed with the union contracts of 4%.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Graven seconded by Commissioner Phipps moved to approve Council Decision Request 2025-2588, authorizing the purchase of one 2025 GMC Sierra 4WD truck in the amount of \$50,182 from KC Summers for the Mattoon Fire Department.

Mayor Hall opened the floor for comments. Chief Hilligoss explained the three quotes including the State bid from Morrow Brothers, but the local dealerships came in \$8,000 less than the State bid.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Cox seconded by Commissioner Closson moved to adopt Special Ordinance No. 2025-1951, authorizing the mayor to sign an outright grant agreement by and between the City of Mattoon and Washington Saving Bank Trustee, Land Trust #5126. reimbursing up to \$42,165 from Mid-town TIF Revenues over a one-year period for roof replacement to the building located at 1400 Broadway Avenue; and authorizing the mayor to sign the agreement. 07-1-03844-000

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2025-1951

AN ORDINANCE APPROVING A GRANT AGREEMENT BY AND BETWEEN THE CITY OF MATTOON, ILLINOIS AND WASHINGTON SAVINGS BANK TTTEE-TR #5126 FOR 1400 BROADWAY AVENUE MATTOON ILLINOIS 61938 (PIN 07-1-03844-000) IN CONNECTION WITH THE MATTOON MID-TOWN REDEVELOPMENT PROJECT AREA

WHEREAS, WASHINGTON SAVINGS BANK TTTEE-TR #5126 (the “**Grantee**”), has submitted a proposal to the City of Mattoon, Illinois (the “**Municipality**”) for redevelopment of a part of the Municipality's Mattoon Mid-town Redevelopment Project Area (the “**Redevelopment Project Area**”); and, thereafter, the Municipality and the Grantee have engaged in negotiations related to a Grant Agreement (including all exhibits and attachments in connection therewith, referred to as the “**Grant Agreement**”) concerning redevelopment incentives and assistance related to the preservation, development and redevelopment of a part of the Redevelopment Project Area.

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

Section 1. The Grant Agreement, in substantially the form thereof presented before the meeting of the City Council at which this ordinance is adopted, shall be and is hereby ratified, confirmed and approved, and the Mayor and City Clerk are authorized to execute and deliver the Grant Agreement for and on behalf of the Municipality; and upon the execution thereof by the Municipality and the Grantee, the appropriate officers, agents, attorneys and employees of the Municipality are authorized to take all supplemental actions, including the execution and delivery of related supplemental opinions, certificates, agreements and instruments not inconsistent with the Grant Agreement, desirable or necessary to implement and otherwise give full effect to the Grant Agreement. Upon full execution thereof, the Grant Agreement shall be attached to this ordinance as EXHIBIT “A”.

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 Commissioner Cox, seconded by Commissioner Closson, adopted this 15th day of April, 2025, by a roll call vote, as follows:

AYES (Names): Commissioner Closson, Commissioner Cox,
Commissioner Graven, Commissioner Phipps,
Mayor Hall
NAYS (Names): None
ABSENT (Names): None

Approved this 15th day of April, 2025.

/s/Rick Hall
Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

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

/s/Dan C. Jones
Dan C. Jones, City Attorney

Recorded in the Municipality’s Records on 4-15, 2025.

Mayor Hall opened the floor for comments. Interim Manager Gill explained the TIF Committee’s approval for the replacement roof which was three times the size of normal Downtown roofs and had several good bids with future work to be requested later.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Phipps seconded by Commissioner Cox moved to adopt Special Ordinance No. 2025-1952, granting the rezoning for 2017 Lake Land Boulevard from C-3 to C-4. Petitioner: Morton Building

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2025-1952

**AN ORDINANCE GRANTING A REZONING FROM C-3 TO C-4 AT 2017 LAKE
LAND BOULEVARD IN THE CITY OF MATTOON, COLES COUNTY, ILLINOIS**

WHEREAS, Morton Buildings, presented a Petition to the City Clerk for a Rezoning, said Petition requests that a property be rezoned from C-3 Service Commercial District to C-4 General Commercial District to allow for outdoor storage, pursuant to City Ordinance 2015-5377, passed 5-5-2015, sections 159.05 and 159.30; and,

WHEREAS, petitioner is the owner of the property commonly described as 2017 Lake Land Blvd. Pin Numbers: 07-1-01914-000 AND 07-1-01913-002; and,

WHEREAS, a Public Hearing on said Rezoning was held before the Mattoon Planning and Zoning Commission on April 8, 2025; and,

WHEREAS, said Petition was recommended for approval by the Mattoon Planning and Zoning Commission at said Public Hearing on April 8, 2025; and

WHEREAS, the City Council of the City of Mattoon, Coles County, Illinois, has determined, that the public interest will be served by allowing for said Rezoning.

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

Section 1. Pursuant to enabling authority provided at Section §159.05 and 159.30 of the Mattoon Code of Ordinances, the property shall be granted a Rezoning from C-3 to C-4 with the following legal descriptions:

1. 2017 Lake Land Blvd; Mattoon, IL 61938 PIN 07-1-01914-000
PARCEL I: LOT TWENTY-ONE (21) OF RUDY SUBDIVISION OF THAT PART OF THE WEST HALF (W 1/2) OF THE SOUTHWEST QUARTER (SW1/40 OF SECTION TWENTY-FOUR (24), TOWNSHIP TWELVE (12) NORTH RANGE SEVEN (7) EAST OF THIRD PRINCIPAL MERIDIAN, COLES COUNTY, ILLINOIS, LYING WEST OF RIGHT OF U.S. HIGHWAY NO. 45, AS PER PLAT RECORDED JANUARY 26, 1951, IN PLAT BOOK 2 PAGE 48.
2. 2017 Lake Land Blvd; Mattoon, IL 61938 PIN 07-1-01913-002
PARCEL II: LOT TWO (2) IN DAVIS SUBDIVISION IN THE CITY OF MATTOON, COLES COUNTY, ILLINOIS, AS PER PLAT RECORDED JUNE 24, 2014, AS DOCUMENT NUMBER 201400752124 IN PLAT BOOK 5 PAGE 239.

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 immediately.

Section 4. Upon becoming effective, the City Clerk shall make and record a duly certified copy of this ordinance with the Clerk and Recorder's Office of Coles County, Illinois.

Upon motion by Commissioner Phipps, seconded by Commissioner Cox, adopted this 15th day of April, 2025, by a roll call vote, as follows:

AYES (Names): Commissioner Closson, Commissioner Cox,
Commissioner Graven, Commissioner Phipps,
Mayor Hall
NAYS (Names): None
ABSENT (Names): None

Approved this 15th day of April, 2025.

/s/Rick Hall
Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

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

/s/Dan C. Jones
Dan C. Jones, City Attorney

Recorded in the Municipality's Records on 4-15, 2025.

Mayor Hall opened the floor for questions. CECD Manager Benishek explained the rezoning for outdoor storage, prepackage deliveries with a privacy fence; and passed unanimously at the Planning Commission meeting. Interim Manager Gill noted the area had always had outdoor storage with previous owners.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Closson seconded by Commissioner Phipps moved to adopt Special Ordinance No. 2025-1953, granting a Special Use for a short-term rental located at 7705 West Country Club Road. Petitioners: Josh & Kiley Butler

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2025-1953

AN ORDINANCE GRANTING A SPECIAL USE FOR A SHORT-TERM RENTAL LOCATED AT 7705 W COUNTRY CLUB ROAD 06-0-00563-000 IN THE CITY OF MATTOON, COLES COUNTY, ILLINOIS

WHEREAS, Josh Butler, presented a Petition to the City Clerk for a Special Use Permit, which Petition requests that a new property be utilized for a Short-term Rental, which is a Special Use pursuant to City Ordinance 2015-5377, passed 5-5-2015, sections 159.45 and 159.46; and,

WHEREAS, petitioner is the owner of the property commonly described as 7705 W Country Club Road. Pin Number: 06-0-00563-000; and,

WHEREAS, a Public Hearing on said Special Use for a ' Short-term Rental' was held before the Mattoon Planning and Zoning Commission on April 8, 2025; and,

WHEREAS, said Petition was recommended for approval by the Mattoon Planning and Zoning Commission at said Public Hearing on April 8, 2025; and

WHEREAS, the City Council of the City of Mattoon, Coles County, Illinois, has determined, that the public interest will be served by allowing for such a Special Use.

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

Section 1. Pursuant to enabling authority provided at Section §159.45 and 159.46 of the Mattoon Code of Ordinances, the property as legally described above, shall be granted a Special Use Permit for a ‘short-term rental’; and,

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 immediately.

Upon motion by Commissioner Closson, seconded by Commissioner Phipps, adopted this 15th day of April, 2025, by a roll call vote, as follows:

AYES (Names): Commissioner Closson, Commissioner Cox,
Commissioner Graven, Commissioner Phipps,
Mayor Hall

NAYS (Names): None

ABSENT (Names): None

Approved this 15th day of April, 2025.

/s/Rick Hall
Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

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

/s/Dan C. Jones
Dan C. Jones, City Attorney

Recorded in the Municipality’s Records on 04-15, 2025.

Mayor Hall opened the floor for comments. Commissioner Graven cautioned whether with a short-term rental that the property would no longer be considered as a primary residence. CECD Manager Benishek stated it depends on the tiered system, investment property not necessarily a designation, Coles County Landlord Association had passed through the County, depended on where registered to vote and water payments. Interim Manager Gill stated the City would determine as receiving the applications. CECD Manager Benishek noted the owner’s responsibility and condition on owners; and added this passed unanimously at the Planning Commission meeting with no objectors present.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Cox seconded by Commissioner Graven moved to adopt Resolution No. 2025-3301, approving the final MFT payment for improvements on the DeWitt Avenue project from Logan Avenue to east of 14th Street in the amount of \$267,254.68 with Rebuild Illinois Funds (RBI); and authorizing the city clerk to sign the resolution. 19-00309-00-RS



**Illinois Department
of Transportation**

**CITY OF MATTOON, ILLINOIS
RESOLUTION NO. 2025-3301**

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

Is this project a bondable capital improvement?

☒ Yes ☐ No

Resolution Type	Resolution Number	Section Number
Original	2025-3301	19-00309-00-RS

BE IT RESOLVED, by the Council of the City
Governing Body Type Local Public Agency Type
of Mattoon Illinois that the following described street(s)/road(s)/structure be improved under
Name of Local Public Agency
the Illinois Highway Code. Work shall be done by Contract
Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
Dewitt Ave.	1.07	NA	14th Street	Logan Street

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

This project included resurfacing of Dewitt Ave from 14th Street to Logan Ave, some new curb and gutter, sidewalks and ADA ramps.

2. That there is hereby appropriated the sum of two hundred sixty seven thousand, two hundred fifty four and 68/100

\$267,254.68 Dollars (\$267,254.68) for the improvement of
said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Susan O'Brien City Clerk in and for said City
Name of Clerk Local Public Agency Type Local Public Agency Type

of Mattoon in the State aforesaid, and keeper of the records and files thereof, as provided by
Name of Local Public Agency
statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Council of Mattoon at a meeting held on April 15, 2025
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 16th day of April, 2025
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

04/16/2025

Approved

Regional Engineer Signature & Date
Department of Transportation

Mayor Hall opened the floor for comments. Interim Manager Gill explained the closeout of the DeWitt Avenue resurfacing project from 14th to Logan and noted the State was slow in processing payments.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Graven seconded by Commissioner Closson moved to approve Council Decision Request 2025-2589, approving the solicitation of Requests for Proposals (RFP) for the Lake Paradise Dam Inspection and Evaluation.

Mayor Hall noted this was a solicitation for the request for proposals. Interim Manager Gill stated there were repairs needed with a qualified engineer to oversee. Director Clark stated he was not an expert in inspecting dams and the integrity of dams with only a few engineers with those qualifications. Commissioner Closson inquired as to the number who could respond. Director Clark noted there were not many in Illinois who specialize in the integrity of a dam.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Phipps seconded by Commissioner Closson moved to approve Council Decision Request 2025-2590, awarding the bid in the amount of \$96,000 from Ne-Co Asphalt Company for the MFT General Street Maintenance Hot Mix Asphalt (HMA) Surface Materials. 25-00000-02-GM

Interim Manager Gill noted the sole bidder was Ne-Co, who had been the only bidder in the past several years. Director Clark added Ne-Co could deliver on an as-needed basis which works out well.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Closson seconded by Commissioner Phipps moved to approve Council Decision Request 2025-2591, awarding the bid in the amount of \$183,600 from Mid-Illinois Concrete for the MFT PCC-CLSM Concrete. 25-0000-03-GM

Interim Manager Gill noted the annual bidding of concrete with Mid-Illinois as the lowest bidder. Director Clark noted the sole bidder and was slightly higher than last year.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Cox seconded by Commissioner Closson moved to approve Council Decision Request 2025-2592, awarding the 2025 Water Treatment Plant Chemicals to:

USALCO for	Alum	@	\$0.2742/pound;
WSU for	Ammonium Sulfate	@	\$0.65/pound;
WSU for	Bleach	@	\$3.05/gallon;
Arq Purification for	Powder Activated Carbon	@	\$1.25/pound;
Polydyne for	Cationic Polymer	@	\$0.77/pound;
BRENNTAG for	Chlorine (Liquid)	@	\$0.8965 /pound;
BRENNTAG for	Fluoride	@	\$0.3350 /pound;
WSU for	Permanganate	@	\$1.25/pound;
WSU for	Phosphate Blend	@	\$0.95/pound; and
Mississippi Lime for	Lime	@	\$433.91/ton.

Mayor Hall opened the floor for questions. Interim Manager Gill noted we usually bid out every six months. Director Clark noted this bid was for a full year. Commissioner Closson inquired if the prices were firm for the year regardless of what the economy is with Director Clark stating affirmatively.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Graven seconded by Commissioner Phipps moved to adopt Resolution No. 2025-3302, appropriating \$1,123,650.00 of Motor Fuel Tax funds for the 2025 Street Maintenance uses; approving the 2025 MFT Street Municipal Estimate of Maintenance Costs Statement in the amount of \$1,123,650.00 ; and authorizing the mayor and city clerk to sign the documents. [25-00000-00-GM]



**Illinois Department
of Transportation**

**CITY OF MATTOON, ILLINOIS
RESOLUTION NO. 2025-3302**

**Resolution for Maintenance
Under the Illinois Highway Code**

District	County	Resolution Number	Resolution Type	Section Number
7	Coles	2025-3302	Original	25-00000-00-GM

BE IT RESOLVED, by the _____ **Council** _____ of the _____ **City** _____ of _____
Governing Body Type Local Public Agency Type
_____ **Mattoon** _____ Illinois that there is hereby appropriated the sum of _____
Name of Local Public Agency
One million one hundred twenty-three thousand six hundred fifty dollars and NO/100 Dollars! (**\$1,123,650.00**)
of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from
_____ **01/01/2025** _____ to _____ **12/31/2026** _____.
Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that _____ **City** _____ of _____ **Mattoon** _____
Local Public Agency Type Name of Local Public Agency
shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, **Susan O'Brien** _____ **City** _____ Clerk in and for said _____ **City** _____
Name of Clerk Local Public Agency Type Local Public Agency Type
of _____ **Mattoon** _____ in the State of Illinois, and keeper of the records and files thereof, as
Name of Local Public Agency
provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the
_____ **Council** _____ of _____ **Mattoon** _____ at a meeting held on! **04/15/2025** _____
Governing Body Type Name of Local Public Agency Date
IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ **15th** _____ day of _____ **April, 2025** _____.
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

04/16/2025

APPROVED

Regional Engineer Signature & Date
Department of Transportation

Mayor Hall opened the floor for comments. Director Clark noted this was an estimate of costs which could be higher or lower and includes everything from crack sealing and materials, patching and overtime for cleanup.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Phipps seconded by Commissioner Cox moved to adopt Resolution No. 2025-3303, rescinding Resolution No. 2025-3299; and approving an intergovernmental agreement between the State of Illinois, Illinois Department of Transportation and the City of Mattoon for the cost of the Lincoln Prairie Trail Lighting Design Agreement in the amount of up to \$41,000; and authorizing the mayor and city clerk to sign the agreement. (Agreement No. JN 725 012)

Mayor Hall opened the floor for comments. Director Clark noted the previous resolution only had the \$14,000 for design and IDOT wanted the entire cost of construction where the State pays for it all, City pays the consultant and receives reimbursement.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Closson seconded by Commissioner Cox moved to approve Council Decision Request 2025-2593, approving a \$20,000 grant by the Tourism Advisory Committee from FY25/26 hotel/motel tax funds to the Mattoon Pride Athletics in support of the four events (Leather & Laces/Edie Wittenberg Memorial, 14u Swing for Rings (Baseball), Summer Blast (Softball) and Field of Screams) to be held on April 25-27; June 27-29; June 27-29; and October 10-12, 2025 respectively; and authorizing the mayor to sign the agreement.

Mayor Hall opened the floor for comments. Interim Manager Gill noted these were the same tournaments which continue to increase each year and bring people to town.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Cox seconded by Commissioner Closson moved to approve Council Decision Request 2025-2594, approving a \$20,000 grant by the Tourism Advisory Committee from FY25/26 hotel/motel tax funds to the Mattoon Cobra Softball Organization in support of the five events (Mother's Day Classic; Schools Out Blow Out (Baseball); Schools Out Blow Out (Softball); USSSA State Event and Donny Howell College Showcase) to be held on May 9-11; May 30-June 1; May 30-June 1; June 13-15; October 4-5, 2025 respectively; and authorizing the mayor to sign the agreement.

Interim Manager Gill noted the same as the previous motion.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Graven seconded by Commissioner Phipps moved to approve Council Decision Request 2025-2595, approving a \$6,000 grant by the Tourism Advisory Committee from FY25/26 hotel/motel tax funds to the EIU Athletics in support of the IHSA Girls and Boys State Track Meets to be held on May 22-24 and May 29-31, 2025 respectively; and authorizing the mayor to sign the agreement.

Interim Manager Gill noted with the Girls and Boys State High School tournaments the hotels and restaurants are very busy.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Mayor Hall seconded by Commissioner Cox moved to approve Council Decision Request 2025-2596, ratifying the appointment of Peyton Morrow to the Mattoon Arts Council (MAC) with an unexpired term of 09/30/2026.

Interim Manager Gill noted Mr. Morrow had completed several murals and Downtown holiday window displays. Mayor Hall noted good continuation to the Downtown.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Interim Manager Gill noted there would be no Department Reports at the Council meetings but the Council would receive departmental information from him.

COMMENTS BY THE COUNCIL

Commissioner Graven stated it was a privilege to serve the community over the past 12 years, was honored to work with the currently-employed and past employed, wished the Council well, and welcomed Commissioner-Elect Butler. Council expressed their thanks to Commissioner Sandra Graven and welcomed Commissioner-Elect Butler.

Mayor Hall seconded by Commissioner Phipps moved to recess to closed session at 7:01 p.m. pursuant to the Illinois Open Meetings Act for the purpose of considering the selection of a person to fill a public office as defined in this Act for the City under (5ILCS 120 (2)(c)(3)).

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Council reconvened at 8:10 p.m.

Commissioner Phipps seconded by Commissioner Cox moved to adjourn at 8:10 p.m.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

/s/Susan J. O'Brien
City Clerk

Special Meeting – April 23, 2025

The City Council of the City of Mattoon held a Special City Council meeting in the Council Chambers of City Hall on April 23, 2025. Mayor Hall presided and called the meeting to order at 11:30 a.m.

Mayor Hall led the Pledge of Allegiance.

The following members of the Council answered roll call physically present in person: YEA Commissioner Jim Closson, YEA Commissioner Dave Cox, YEA Commissioner Sandra Graven, YEA Commissioner David Phipps and YEA Mayor Rick Hall.

Also physically present were City personnel: Interim Manager Kyle Gill and City Clerk Susan O'Brien.

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. We would also ask you to state your name and address for the record as well as stand when speaking.

Mayor Hall opened the floor for public comments from those in person and online with no response.

Mayor Hall seconded by Commissioner Cox moved to recess to closed session at 11:31 a.m. pursuant to the Illinois Open Meetings Act for the purpose of considering the selection of a person to fill a public office as defined in this Act for the City under (5ILCS 120 (2)(c)(3)).

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

Council reconvened at 5:38 p.m.

Commissioner Cox seconded by Commissioner Phipps moved to adjourn at 5:38 p.m.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Closson, YEA Commissioner Cox, NAY Commissioner Graven, YEA Commissioner Phipps, YEA Mayor Hall.

/s/Susan J. O'Brien
City Clerk

BILLS & PAYROLL:

BILLS & PAYROLL BEGIN ON THE NEXT PAGE.

CITY OF MATTOON

PAYROLL 4/25/2025

4/5/2025-4/18/2025

	G/L ACCOUNT	ACCOUNT NAME	AMOUNT
CITY COUNCIL	110 5110-111	SALARIES OF REG EMPLOYEES	\$ 590.73
CITY CLERK	110 5120-111	SALARIES OF REG EMPLOYEES	\$ 4,293.07
	110 5120-114	COMPENSATED ABSENCES	\$ 293.97
CITY ADMINISTRATOR	110 5130-111	SALARIES OF REG EMPLOYEES	\$ 2,230.76
FINANCIAL ADMINISTRATION	110 5150-111	SALARIES OF REG EMPLOYEES	\$ 2,231.39
	110 5150-114	COMPENSATED ABSENCES	\$ 154.37
COMPUTER INFO SYSTEMS	110 5170-111	SALARIES OF REG EMPLOYEES	\$ 5,183.35
	110 5170-112	SALARIES OF TEMP EMPLOYEES	\$ 384.00
	110 5170-114	COMPENSATED ABSENCES	\$ 240.00
POLICE ADMINISTRATION	110 5211-111	SALARIES OF REG EMPLOYEES	\$ 16,662.14
CRIMINAL INVESTIGATION	110 5212-111	SALARIES OF REG EMPLOYEES	\$ 12,758.16
	110 5212-113	OVERTIME	\$ 18,883.53
PATROL	110 5213-111	SALARIES OF REG EMPLOYEES	\$ 90,930.60
	110 5213-113	OVERTIME	\$ 18,906.30
K-9 SERVICE	110 5214-111	SALARIES OF REG EMPLOYEES	\$ 6,252.60
	110 5214-113	OVERTIME	\$ 2,080.96
SCHOOL RESOURCE PROGRAM	110 5227-111	SALARIES OF REG EMPLOYEES	\$ 7,000.19
	110 5227-113	OVERTIME	\$ 3,488.94
FIRE PROTECTION ADMIN	110 5241-111	SALARIES OF REG EMPLOYEES	\$ 56,355.22
	110 5241-112	SALARIES OF PART-TIME EMPLOYEE	\$ 960.00
	110 5241-113	OVERTIME	\$ 7,939.29
	110 5241-114	COMPENSATED ABSENCES	\$ 7,242.27
AMBULANCE SERVICE	110 5242-111	SALARIES OF REG EMPLOYEES	\$ 23,400.16
	110 5242-113	OVERTIME	\$ 3,248.27
	110 5242-114	COMPENSATED ABSENCES	\$ 3,053.36
CODE ENFORCEMENT ADMIN	110 5261-111	SALARIES OF REG EMPLOYEES	\$ 2,931.51
	110 5261-112	SALARIES OF TEMP EMPLOYEES	\$ 1,482.69
	110 5261-114	COMPENSATED ABSENCES	\$ 22.84
PUBLIC WORKS ADMIN	110 5310-111	SALARIES OF REG EMPLOYEES	\$ 6,255.55
	110 5310-113	OVERTIME	\$ 100.80
	110 5310-114	COMPENSATED ABSENCES	\$ 745.92
STREETS	110 5320-111	SALARIES OF REG EMPLOYEES	\$ 14,486.01
	110 5320-113	OVERTIME	\$ 1,345.28
	110 5320-114	COMPENSATED ABSENCES	\$ 756.73
CUSTODIAL SERVICES	110 5381-111	SALARIES OF REG EMPLOYEES	\$ 1,714.40
PARK ADMINISTRATION	110 5511-111	SALARIES OF REG EMPLOYEES	\$ 6,116.99
	110 5511-112	SALARIES OF TEMP EMPLOYEES	\$ 2,409.00
	110 5511-113	OVERTIME	\$ 333.63
LAKE MATTOON	110 5512-111	SALARIES OF REG EMPLOYEES	\$ 2,609.32
	110 5512-112	SALARIES OF TEMP EMPLOYEES	\$ 1,032.00
	110 5512-113	OVERTIME	\$ 1,262.45

CITY OF MATTOON
PAYROLL 4/25/2025
4/5/2025-4/18/2025

CEMETERY	110 5570-111	SALARIES OF REG EMPLOYEES	\$ 2,680.43
	110 5570-112	SALARIES OF TEMP EMPLOYEES	\$ 2,874.50
	110 5570-113	OVERTIME	\$ 88.26
		*** FUND 110 TOTALS ***	\$ 344,011.94
HOTEL TAX ADMINISTRATION	122 5653-111	SALARIES OF REG EMPLOYEES	\$ 8,117.46
	122 5653-114	COMPENSATED ABSENCES	\$ 148.05
		*** FUND 122 TOTALS ***	\$ 8,265.51
WATER TREATMENT PLANT	211 5353-111	SALARIES OF REG EMPLOYEES	\$ 13,393.02
	211 5353-113	OVERTIME	\$ 2,379.60
	211 5353-114	COMPENSATED ABSENCES	\$ 2,164.22
WATER DISTRIBUTION	211 5354-111	SALARIES OF REG EMPLOYEES	\$ 10,864.54
	211 5354-113	OVERTIME	\$ 156.06
	211 5354-114	COMPENSATED ABSENCES	\$ 567.60
ACCOUNTING & COLLECTION	211 5355-111	SALARIES OF REG EMPLOYEES	\$ 5,612.66
	211 5355-113	OVERTIME	\$ 49.09
	211 5355-114	COMPENSATED ABSENCES	\$ 492.62
ADMINISTRATIVE & GENERAL	211 5356-111	SALARIES OF REG EMPLOYEES	\$ 8,702.19
	211 5356-112	SALARIES OF TEMP EMPLOYEES	\$ 212.02
	211 5356-113	OVERTIME	\$ 75.60
	211 5356-114	COMPENSATED ABSENCES	\$ 687.07
		*** FUND 211 TOTALS ***	\$ 45,356.29
SANITARY SEWER MTCE & CLEAN	212 5342-111	SALARIES OF REG EMPLOYEES	\$ 10,864.54
	212 5342-113	OVERTIME	\$ 279.57
	212 5342-114	COMPENSATED ABSENCES	\$ 567.60
WASTEWATER TREATMENT PLANT	212 5344-111	SALARIES OF REG EMPLOYEES	\$ 12,817.09
	212 5344-113	OVERTIME	\$ 689.19
	212 5344-114	COMPENSATED ABSENCES	\$ 1,689.58
ACCOUNTING & COLLECTION	212 5345-111	SALARIES OF REG EMPLOYEES	\$ 5,612.67
	212 5345-113	OVERTIME	\$ 49.09
	212 5345-114	COMPENSATED ABSENCES	\$ 492.64
ADMINISTRATIVE & GENERAL	212 5346-111	SALARIES OF REG EMPLOYEES	\$ 8,702.19
	212 5346-112	SALARIES OF TEMP EMPLOYEES	\$ 212.02
	212 5346-113	OVERTIME	\$ 75.60
	212 5346-114	COMPENSATED ABSENCES	\$ 687.07
		*** FUND 212 TOTALS ***	\$ 42,738.85
		*** GRAND TOTALS ***	\$ 440,372.59

CITY OF MATTOON
 PAYROLL 4/25/2025
 4/5/2025-4/18/2025

*** PAY CODE TOTALS ***

PAY CODE	NO OF TIMES	HOURS	AMOUNT
SALARY PAY	134	10,802.83	\$ 335,267.62
VACATION PAY	14	146	\$ 5,244.09
HOLIDAY PAY-REGULAR	30	168.66	\$ 4,624.19
COMP PAID	18	402.83	\$ 10,386.86
SICK PAY-AFSCME	12	65.5	\$ 1,882.08
OVERTIME PAY	40	522.5	\$ 21,185.22
SICK-NON UNION	9	82	\$ 2,302.05
SICK-FD UNION	2	48	\$ 1,372.99
REGULAR PAY	22	723.5	\$ 12,985.01
STRAIGHT OT POLICE	13	1,001.00	\$ 39,103.89
VACATION PAY	4	168	\$ 4,580.51
SHIFT PAY	5	280	\$ 218.40
CAPTAIN PAY	2	72	\$ 72.00
SHIFT PAY	3	96	\$ 65.28
HOLIDAY PAY-OT	3	24	\$ 1,142.40
BACK PAY	1		60.00CR
COMP EARNED	1	6.75	\$ -

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: N/A NON-DEPARTMENTAL

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004784	DONNA GUTKNECHT	I-202504300252	110 4436-010	AMBULANCE BIL:	AMBULANCE REFUND	162323	100.00
					VENDOR 01-004784	TOTALS	100.00
01-004786	CLAY WALKER & MIKE EVA	I-202504290244	110 2150	DEMOLITION ES:	DEMO ESCROW 2809 SHE	162299	10,000.00
					VENDOR 01-004786	TOTALS	10,000.00
01-004787	KEN DANIELS	I-202504290243	110 4485-010	CAMPING FEES-:	REIMBURSE E-36	162306	1,150.00
					VENDOR 01-004787	TOTALS	1,150.00
01-035266	MIDWEST METER INC	I-0176914-IN	110 4804-010	FINANCE DEPT-:	METER @ BEST WESTERN	001653	3,720.00
					VENDOR 01-035266	TOTALS	3,720.00
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL:	14,970.00
01-000117	FULLER-WENTE INC	I-12570	110 5110-825	GRANTS	: CLEAN METER PITS	001634	8,715.00
					VENDOR 01-000117	TOTALS	8,715.00
01-000467	PECKHAM GUYTON ALBERS	I-121253	110 5110-825	GRANTS	: CONSULTING SERVICES	162346	9,835.60
					VENDOR 01-000467	TOTALS	9,835.60
01-001886	RICK HALL	I-202505010264	110 5110-562	TRAVEL & TRAI:	TRAVEL 4/2 TO 4/3	001658	293.00
					VENDOR 01-001886	TOTALS	293.00
01-004066	ELPERS TRUCK EQUIPMENT	I-W8967	110 5110-829	VGT ALLOCATIO:	LED HEATED HEADLIGHT	162314	14,092.92
					VENDOR 01-004066	TOTALS	14,092.92
01-004137	FLEET SAFETY SUPPLY	I-84899	110 5110-829	VGT ALLOCATIO:	2025 UTLITY K9	162317	8,000.00
					VENDOR 01-004137	TOTALS	8,000.00

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
=====							
01-023800	CONSOLIDATED COMMUNICA	I-202504150134	110 5110-532	TELEPHONE	: 235-5654	010208	37.13
VENDOR 01-023800 TOTALS							37.13
01-045400	THE UPCHURCH GROUP, IN	I-16516	110 5110-825	GRANTS	: WESTVIEW PHASE 2 DR	162372	26,071.70
01-045400	THE UPCHURCH GROUP, IN	I-16525	110 5110-825	GRANTS	: LOOP ROAD PHASE 2	162372	13,300.00
VENDOR 01-045400 TOTALS							39,371.70
				DEPARTMENT 110	CITY COUNCIL	TOTAL:	143,524.60

01-004395	PETTY CASH	I-202504300253	110 5120-531	POSTAGE	: USPS	162348	10.10
VENDOR 01-004395 TOTALS							10.10
01-004758	MARLIN LEASING CORPORA	I-40403902	110 5120-814	PRINT/COPY MA:	COPIER	162337	522.82
VENDOR 01-004758 TOTALS							522.82
01-010900	D TO Z SPORTS	I-29969	110 5120-519	OTHER PROFESS:	BUTLER NAMEPLATE	162305	20.00
01-010900	D TO Z SPORTS	I-29979	110 5120-519	OTHER PROFESS:	PIERCE RETIREMENT PL	162305	60.00
VENDOR 01-010900 TOTALS							80.00
01-023800	CONSOLIDATED COMMUNICA	I-202504150134	110 5120-532	TELEPHONE	: 235-5654	010208	218.56
VENDOR 01-023800 TOTALS							218.56
				DEPARTMENT 120	CITY CLERK	TOTAL:	831.48

01-023800	CONSOLIDATED COMMUNICA	I-202504150134	110 5130-532	TELEPHONE	: 235-5654	010208	37.15
VENDOR 01-023800 TOTALS							37.15
				DEPARTMENT 130	CITY MANAGER	TOTAL:	37.15

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 150 FINANCIAL ADMINISTRATION

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-023800	CONSOLIDATED COMMUNICA	I-202504150134	110 5150-532	TELEPHONE	: 235-5654	010208	74.25
						VENDOR 01-023800 TOTALS	74.25
						DEPARTMENT 150 FINANCIAL ADMINISTRATION TOTAL:	74.25
01-004299	SMITH, PAPPAS & JONES	I-MAY2025-LEGALSERV	110 5160-519	OTHER PROFESS:	LEGAL SERVICES	162398	3,750.00
						VENDOR 01-004299 TOTALS	3,750.00
						DEPARTMENT 160 LEGAL SERVICES TOTAL:	3,750.00
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5170-863	COMPUTERS	: WALMART	162259	25.89
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5170-325	SOFTWARE	: TODOIST	162259	16.00
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5170-852	NETWORK SECUR:	DUO SECURITY	162259	30.00
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5170-863	COMPUTERS	: WALMART	162259	41.30
						VENDOR 01-000720 TOTALS	113.19
01-001620	VERIZON WIRELESS	I-6111102056	110 5170-533	CELLULAR PHON:	MOBILES	162279	78.36
01-001620	VERIZON WIRELESS	I-6111102056	110 5170-533	CELLULAR PHON:	MOBILES	162279	42.35
						VENDOR 01-001620 TOTALS	120.71
01-003953	AMAZON CAPITAL SERVICE	I-1DJM-HF3-YMLV	110 5170-863	COMPUTERS	: CH IT WORKSTATION	001641	1,162.29
						VENDOR 01-003953 TOTALS	1,162.29
01-004519	PDQ.COM	I-PDQ-47861	110 5170-516	TECHNOLOGY SU:	SMART DEPLOY IMAGING	162396	2,256.00
						VENDOR 01-004519 TOTALS	2,256.00
01-004674	TEAM ITS, LLC	I-CCMTTCGTC17X	110 5170-516	TECHNOLOGY SU:	MSP SERVICE	162400	4,099.98
						VENDOR 01-004674 TOTALS	4,099.98
01-005640	CDW GOVERNMENT	I-AD7KW3E	110 5170-852	NETWORK SECUR:	NETWORK CONTROLLERS	001645	377.58

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 170 COMPUTER INFO SYSTEMS

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-005640	CDW GOVERNMENT	I-AD7NN7N	110 5170-852	NETWORK SECUR:	WIFI SEC HARDWARE	001645	2,381.67
						VENDOR 01-005640 TOTALS	2,759.25
01-020975	HEART TECHNOLOGIES INC	I-10263235	110 5170-516	TECHNOLOGY SU:	PARK P2P NETWORK	001650	1,146.61
01-020975	HEART TECHNOLOGIES INC	I-10263236	110 5170-516	TECHNOLOGY SU:	CH CLEANUP	001650	988.82
						VENDOR 01-020975 TOTALS	2,135.43
01-023800	CONSOLIDATED COMMUNICA	I-202504150134	110 5170-854	WIDE AREA NET:	235-5654	010208	769.21
						VENDOR 01-023800 TOTALS	769.21
						DEPARTMENT 170 COMPUTER INFO SYSTEMS TOTAL:	13,416.06
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5211-311	OFFICE SUPPLI:	STAPLES	162259	178.58
						VENDOR 01-000720 TOTALS	178.58
01-001620	VERIZON WIRELESS	I-6111102056	110 5211-533	CELLULAR PHON:	MOBILES	162279	36.01
01-001620	VERIZON WIRELESS	I-6111102056	110 5211-533	CELLULAR PHON:	MOBILES	162279	114.37
01-001620	VERIZON WIRELESS	I-6111102056	110 5211-533	CELLULAR PHON:	MOBILES	162279	536.74
						VENDOR 01-001620 TOTALS	687.12
01-002714	IL STATE POLICE	I-202505010266	110 5211-825	SEIZURES/FORF:	SEIZED PROPERTY	162327	536.00
						VENDOR 01-002714 TOTALS	536.00
01-003705	EDWARDS CARPENTRY, INC	I-2577	110 5211-579	MISC OTHER PU:	MOWING 4/11 & 4/18	162312	300.00
01-003705	EDWARDS CARPENTRY, INC	I-2578	110 5211-579	MISC OTHER PU:	MOWING	162312	660.00
						VENDOR 01-003705 TOTALS	960.00
01-003750	PREMIER PRINT GROUP	I-227612011	110 5211-550	PRINTING & BI:	TIME OFF REQUESTS	162351	725.00
						VENDOR 01-003750 TOTALS	725.00

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 211 POLICE ADMINISTRATION

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004045	KEDRICK HOUSER	I-202505010263	110 5211-562	TRAVEL & TRAI:	TRAVEL 4/6 TO 4/12	001659	430.34
					VENDOR 01-004045 TOTALS		430.34
01-004137	FLEET SAFETY SUPPLY	I-84899	110 5211-827	DUI/DRUG EXPE:	2025 UTILITY K9	162317	4,484.80
					VENDOR 01-004137 TOTALS		4,484.80
01-004449	MEDIACOM	I-202505010279	110 5211-579	MISC OTHER PU:	CABLE	010332	22.58
					VENDOR 01-004449 TOTALS		22.58
01-004758	MARLIN LEASING CORPORA	I-40403592	110 5211-814	PRINT/COPY MA:	COPIER	162337	246.06
01-004758	MARLIN LEASING CORPORA	I-40403905	110 5211-814	PRINT/COPY MA:	COPIER	162337	145.15
					VENDOR 01-004758 TOTALS		391.21
01-004791	BLAKE CRAFT	I-202505010261	110 5211-562	TRAVEL & TRAI:	TRAVEL 4/6 TO 4/12	001661	240.09
					VENDOR 01-004791 TOTALS		240.09
01-004792	HUNTER LAUGHUNN	I-202505010262	110 5211-562	TRAVEL & TRAI:	TRAVEL 4/6 TO 4/12	001662	252.04
					VENDOR 01-004792 TOTALS		252.04
01-009057	TECHNOLOGY MANAGEMENT	I-T2521712	110 5211-537	I-WIN ACCESS :	COMM SVCS 3/2025	162369	437.47
					VENDOR 01-009057 TOTALS		437.47
01-023800	CONSOLIDATED COMMUNICA	I-202504150132	110 5211-532	TELEPHONE	: 235-2677	010206	2,490.16
					VENDOR 01-023800 TOTALS		2,490.16
01-037800	RAY O'HERRON CO	I-2406596	110 5211-315	UNIFORMS & CL:	BADGE	162352	34.60
					VENDOR 01-037800 TOTALS		34.60

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 211 POLICE ADMINISTRATION

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-038400	PITNEY BOWES INC	I-3107185105	110 5211-531	POSTAGE	: POSTAGE METER LEASE	162350	176.52
						VENDOR 01-038400 TOTALS	176.52
						DEPARTMENT 211 POLICE ADMINISTRATION TOTAL:	12,046.51
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5212-319	MISCELLANEOUS: STAPLES		162259	255.85
						VENDOR 01-000720 TOTALS	255.85
01-003953	AMAZON CAPITAL SERVICE	I-1C94-1NKF-D1D4	110 5212-319	MISCELLANEOUS: LOCK BAGS		001617	18.27
						VENDOR 01-003953 TOTALS	18.27
01-037800	RAY O'HERRON CO	I-2388858	110 5212-319	MISCELLANEOUS: PANTS, PATCH, GLOVES, S		162352	273.88
01-037800	RAY O'HERRON CO	I-2391745	110 5212-319	MISCELLANEOUS: HOLDER CLIP		162352	23.90
01-037800	RAY O'HERRON CO	I-2392813	110 5212-319	MISCELLANEOUS: PANTS		162352	91.51
01-037800	RAY O'HERRON CO	I-2402204	110 5212-319	MISCELLANEOUS: RAY O'HERRON CO		162352	1,057.35
						VENDOR 01-037800 TOTALS	1,446.64
						DEPARTMENT 212 CRIMINAL INVESTIGATION TOTAL:	1,720.76
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5213-319	MISCELLANEOUS: CRIME SCENE		162259	59.00
						VENDOR 01-000720 TOTALS	59.00
01-003940	IDEMIA IDENTITY & SECU	I-179636	110 5213-863	COMPUTERS	: LIVESCAN MACHINE	162326	13,299.00
						VENDOR 01-003940 TOTALS	13,299.00
						DEPARTMENT 213 PATROL TOTAL:	13,358.00
01-002934	SOUTH CENTRAL FS, INC.	I-202504240227	110 5223-326	FUEL	: MARCH FUEL	001616	8,032.45
						VENDOR 01-002934 TOTALS	8,032.45

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 223 AUTOMOTIVE SERVICES

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-003095	ADVANCE AUTO PARTS	I-202504300260	110 5223-318	VEHICLE PARTS:	TERMINALS,BULBS	162282	18.06
					VENDOR 01-003095	TOTALS	18.06
01-003943	FESSI	I-249854	110 5223-316	TOOLS & EQUIP:	EXTINGUISHER MNTCE	001640	76.00
					VENDOR 01-003943	TOTALS	76.00
01-004137	FLEET SAFETY SUPPLY	I-84868	110 5223-318	VEHICLE PARTS:	TRANSFER KIT, DOME L	162317	350.92
					VENDOR 01-004137	TOTALS	350.92
01-004419	TALBERT, LLC	I-1914	110 5223-434	REPAIR OF VEH:	TINT TL15	162368	950.00
					VENDOR 01-004419	TOTALS	950.00
01-004510	KC SUMMERS NISSAN MAZD	I-6151041	110 5223-434	REPAIR OF VEH:	OIL CHANGE	162330	60.99
01-004510	KC SUMMERS NISSAN MAZD	I-6151047	110 5223-434	REPAIR OF VEH:	OIL CHANGE	162330	60.99
01-004510	KC SUMMERS NISSAN MAZD	I-6151050	110 5223-434	REPAIR OF VEH:	OIL CHANGE	162330	56.61
01-004510	KC SUMMERS NISSAN MAZD	I-6151054	110 5223-434	REPAIR OF VEH:	UNIT 12 REPAIRS	162330	1,379.01
01-004510	KC SUMMERS NISSAN MAZD	I-6151058	110 5223-434	REPAIR OF VEH:	OIL CHANGE	162330	56.61
01-004510	KC SUMMERS NISSAN MAZD	I-6151068	110 5223-434	REPAIR OF VEH:	OIL CHANGE	162330	56.61
01-004510	KC SUMMERS NISSAN MAZD	I-6151080	110 5223-434	REPAIR OF VEH:	OIL CHANGE	162330	56.61
01-004510	KC SUMMERS NISSAN MAZD	I-6151091	110 5223-434	REPAIR OF VEH:	OIL CHANGE	162330	56.61
01-004510	KC SUMMERS NISSAN MAZD	I-6151097	110 5223-434	REPAIR OF VEH:	OIL CHANGE	162330	56.61
					VENDOR 01-004510	TOTALS	1,840.65
01-004526	MIGHTY MAX CAR WASH	I-03/2025	110 5223-319	MISCELLANEOUS:	MARCH CAR WASHES	001642	92.00
					VENDOR 01-004526	TOTALS	92.00
01-019020	GLOBAL TECHNICAL SYSTE	I-160001245-1	110 5223-434	REPAIR OF VEH:	COAX REPAIRS	162322	196.65
					VENDOR 01-019020	TOTALS	196.65
				DEPARTMENT 223	AUTOMOTIVE SERVICES	TOTAL:	11,556.73

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE:	DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5224-432	REPAIR OF BUI:	HOME DEPOT	162259	63.95
					VENDOR 01-000720	TOTALS	63.95
01-001070	AMEREN ILLINOIS	I-202504150180	110 5224-321	UTILITIES	: 1700 WABASH	010268	2,480.99
01-001070	AMEREN ILLINOIS	I-202504150185	110 5224-321	UTILITIES	: 620 S 12TH	010272	65.97
					VENDOR 01-001070	TOTALS	2,546.96
01-003200	FRED BIGGS ELECTRIC SU	I-403287	110 5224-432	REPAIR OF BUI:	FRED BIGGS ELECTRIC	001637	27.13
					VENDOR 01-003200	TOTALS	27.13
01-004253	SYCAMORE ENGINEERING	I-400012598	110 5224-432	REPAIR OF BUI:	BOILER REPAIRS	162367	2,287.77
					VENDOR 01-004253	TOTALS	2,287.77
01-004602	AEP ENERGY	I-202505010285	110 5224-321	UTILITIES	: 620 S 12TH 2929	162278	20.52
01-004602	AEP ENERGY	I-202505010285	110 5224-321	UTILITIES	: 1700 WABASH 3324	162278	3,168.70
					VENDOR 01-004602	TOTALS	3,189.22
01-004677	CONSTELLATION NEWENERG	I-4291914	110 5224-321	UTILITIES	: 1700 WABASH	001643	2.04
01-004677	CONSTELLATION NEWENERG	I-4291914	110 5224-321	UTILITIES	: 1700 WABASH	001643	433.98
					VENDOR 01-004677	TOTALS	436.02
01-008600	COLES MOULTRIE ELECTRI	I-202504160210	110 5224-321	UTILITIES	: PISTOL RANGE	010300	172.86
					VENDOR 01-008600	TOTALS	172.86
01-020975	HEART TECHNOLOGIES INC	I-78922	110 5224-432	REPAIR OF BUI:	INTERCOM REPAIRS	001650	424.50
					VENDOR 01-020975	TOTALS	424.50
01-033800	MATTOON WATER DEPT	I-202504150141	110 5224-321	UTILITIES	: 1710 WABASH	010214	161.27
01-033800	MATTOON WATER DEPT	I-202504150142	110 5224-321	UTILITIES	: 221 S 17TH	010215	28.73
					VENDOR 01-033800	TOTALS	190.00
				DEPARTMENT 224	POLICE BUILDINGS	TOTAL:	9,338.41

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5241-312	CLEANING SUPP:	WALMART	162259	19.96
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5241-562	TRAVEL & TRAI:	PAR A DICE	162259	124.54
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5241-562	TRAVEL & TRAI:	BEST WESTERN	162259	112.11
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5241-562	TRAVEL & TRAI:	BEST WESTERN	162259	112.11
						VENDOR 01-000720 TOTALS	368.72
01-001070	AMEREN ILLINOIS	I-202504150178	110 5241-321	UTILITIES	: 2700 MARSHALL STA 3	010266	130.27
01-001070	AMEREN ILLINOIS	I-202504150179	110 5241-321	UTILITIES	: 2700 MARSHALL STA 3	010267	150.39
01-001070	AMEREN ILLINOIS	I-202504150191	110 5241-321	UTILITIES	: 1801 PRAIRIE	010276	136.32
01-001070	AMEREN ILLINOIS	I-202504150200	110 5241-321	UTILITIES	: 2700 MARSHALL STA 3	010284	14.38
						VENDOR 01-001070 TOTALS	431.36
01-001620	VERIZON WIRELESS	I-6111102056	110 5241-532	TELEPHONE	: MOBILES	162279	108.03
						VENDOR 01-001620 TOTALS	108.03
01-001984	BOUND TREE MEDICAL, LL	I-85726083	110 5241-313	MEDICAL & SAF:	MEDICAL SUPPLIES	162292	51.45
01-001984	BOUND TREE MEDICAL, LL	I-85744465	110 5241-313	MEDICAL & SAF:	MEDICAL SUPPLIES	162292	50.95
						VENDOR 01-001984 TOTALS	102.40
01-002258	D & M ELECTRICAL	I-I1753	110 5241-433	REPAIR OF MAC:	GENERATOR MNTCE	162304	385.00
						VENDOR 01-002258 TOTALS	385.00
01-002469	CRAIG ANTENNA SERVICE,	I-215864	110 5241-433	REPAIR OF MAC:	CHECK 4 SIRENS	162303	580.00
						VENDOR 01-002469 TOTALS	580.00
01-002934	SOUTH CENTRAL FS, INC.	I-202504240227	110 5241-326	FUEL	: MARCH FUEL	001616	1,409.89
						VENDOR 01-002934 TOTALS	1,409.89
01-002958	BATTERY SPECIALISTS, I	I-209088	110 5241-318	VEHICLE PARTS:	BATTERY SPECIALISTS,	162290	99.90
						VENDOR 01-002958 TOTALS	99.90

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-003470	SUB-AQUATICS, INC.	I-INV-IL74-1098	110 5241-433	REPAIR OF MAC:	SEMI ANNUAL MNTCE	162365	509.63
					VENDOR 01-003470 TOTALS		509.63
01-003646	SCHEFF'S OFFICE SUPPLI	I-3956	110 5241-319	MISCELLANEOUS:	DRY ERASE MARKERS	162358	12.89
					VENDOR 01-003646 TOTALS		12.89
01-003943	FESSI	I-249805	110 5241-433	REPAIR OF MAC:	EXTINGUISHER MNTCE	001640	19.00
					VENDOR 01-003943 TOTALS		19.00
01-004602	AEP ENERGY	I-202505010285	110 5241-321	UTILITIES	: 1801 PRAIRIE 3043	162278	74.93
01-004602	AEP ENERGY	I-202505010285	110 5241-321	UTILITIES	: 2700 MARSHALL 3199	162278	3.89
01-004602	AEP ENERGY	I-202505010285	110 5241-321	UTILITIES	: 2700 MARSHALL 3245	162278	132.24
01-004602	AEP ENERGY	I-202505010285	110 5241-321	UTILITIES	: 1801 PRAIRIE 3470	162278	1.67
					VENDOR 01-004602 TOTALS		212.73
01-004677	CONSTELLATION NEWENERG	I-4291914	110 5241-321	UTILITIES	: 2700 MARSHALL	001643	30.75
01-004677	CONSTELLATION NEWENERG	I-4291914	110 5241-321	UTILITIES	: 1801 PRAIRIE	001643	27.85
					VENDOR 01-004677 TOTALS		58.60
01-004758	MARLIN LEASING CORPORA	I-40403906	110 5241-814	PRINT/COPY MA:	COPIER	162337	44.37
01-004758	MARLIN LEASING CORPORA	I-40417547	110 5241-814	PRINT/COPY MA:	COPIER	162337	34.23
					VENDOR 01-004758 TOTALS		78.60
01-016000	JOHN DEERE FINANCIAL	I-202504300255	110 5241-319	MISCELLANEOUS:	BATTERIES	162329	92.93
01-016000	JOHN DEERE FINANCIAL	I-202504300255	110 5241-316	TOOLS & EQUIP:	GRINDING WHEEL,SD CA	162329	34.97
01-016000	JOHN DEERE FINANCIAL	I-202504300255	110 5241-316	TOOLS & EQUIP:	CHAIN	162329	81.87
01-016000	JOHN DEERE FINANCIAL	I-202504300255	110 5241-319	MISCELLANEOUS:	LINERS,PROPANE	162329	86.49
					VENDOR 01-016000 TOTALS		296.26
01-018042	GALLS, LLC	I-031031552	110 5241-315	UNIFORMS & CL:	BOOTS	162320	117.08
					VENDOR 01-018042 TOTALS		117.08

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-023800	CONSOLIDATED COMMUNICA	I-202504150134	110 5241-532	TELEPHONE	: 235-5654	010208	37.12
01-023800	CONSOLIDATED COMMUNICA	I-202504150137	110 5241-532	TELEPHONE	: 235-0933	010210	293.23
VENDOR 01-023800 TOTALS							330.35
01-025600	ILMO PRODUCTS COMPANY	I-0001546136	110 5241-313	MEDICAL & SAF:	CYLINDER RENTAL	001651	37.80
VENDOR 01-025600 TOTALS							37.80
01-031000	LORENZ SUPPLY CO.	I-652524	110 5241-312	CLEANING SUPP:	TOWELS,CLEANERS,DISH	001652	143.85
VENDOR 01-031000 TOTALS							143.85
01-033800	MATTOON WATER DEPT	I-202504150209	110 5241-321	UTILITIES	: 2700 MARSHALL	010293	36.00
VENDOR 01-033800 TOTALS							36.00
01-036080	MES SERVICE COMPANY LL	I-IN2239840	110 5241-316	TOOLS & EQUIP:	HOSE	001655	1,527.16
VENDOR 01-036080 TOTALS							1,527.16
01-044325	TERMINIX	I-646666	110 5241-579	MISC OTHER PU:	PEST CONTROL	162371	80.00
01-044325	TERMINIX	I-646668	110 5241-579	MISC OTHER PU:	PEST CONTROL	162371	65.00
VENDOR 01-044325 TOTALS							145.00
DEPARTMENT 241 FIRE PROTECTION ADMIN. TOTAL:							7,010.25
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5242-318	VEHICLE PARTS:	SEC OF STATE	162259	168.71
VENDOR 01-000720 TOTALS							168.71
01-001620	VERIZON WIRELESS	I-6111102056	110 5242-532	TELEPHONE	: MOBILES	162279	72.02
01-001620	VERIZON WIRELESS	I-6111102056	110 5242-532	TELEPHONE	: MOBILES	162279	36.01
01-001620	VERIZON WIRELESS	I-6111102056	110 5242-532	TELEPHONE	: MOBILES	162279	36.01
01-001620	VERIZON WIRELESS	I-6111102056	110 5242-532	TELEPHONE	: MOBILES	162279	36.01
01-001620	VERIZON WIRELESS	I-6111102056	110 5242-533	CELLULAR PHON:	MOBILES	162279	72.02
VENDOR 01-001620 TOTALS							252.07

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 242 AMBULANCE SERVICE

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001984	BOUND TREE MEDICAL, LL	I-85732541	110 5242-313	MEDICAL & SAF:	MEDICAL SUPPLIES	162292	249.75
01-001984	BOUND TREE MEDICAL, LL	I-85744465	110 5242-313	MEDICAL & SAF:	MEDICAL SUPPLIES	162292	152.85
VENDOR 01-001984 TOTALS							402.60
01-002908	STERICYCLE, INC.	I-8010531088	110 5242-313	MEDICAL & SAF:	MAY SUBSCRIPTION	162399	41.68
VENDOR 01-002908 TOTALS							41.68
01-002934	SOUTH CENTRAL FS, INC.	I-202504240227	110 5242-326	FUEL	: MARCH FUEL	001616	955.32
VENDOR 01-002934 TOTALS							955.32
01-011875	DENNING AUTOMOTIVE	I-202505010280	110 5242-434	REPAIR OF VEH:	AMBULANCE SERVICE	001647	211.85
VENDOR 01-011875 TOTALS							211.85
01-023800	CONSOLIDATED COMMUNICA	I-202504150134	110 5242-532	TELEPHONE	: 235-5654	010208	37.12
VENDOR 01-023800 TOTALS							37.12
01-025600	ILMO PRODUCTS COMPANY	I-0001546136	110 5242-313	MEDICAL & SAF:	CYLINDER RENTAL	001651	92.70
01-025600	ILMO PRODUCTS COMPANY	I-0001550565	110 5242-313	MEDICAL & SAF:	OXYGEN	001651	50.57
01-025600	ILMO PRODUCTS COMPANY	I-0001551633	110 5242-313	MEDICAL & SAF:	OXYGEN	001651	50.57
VENDOR 01-025600 TOTALS							193.84
DEPARTMENT 242 AMBULANCE SERVICE						TOTAL:	2,263.19
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5261-571	DUES & MEMBER:	ELEVATE	162259	50.00
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5261-541	SOFTWARE	: OPEN AI	162259	20.00
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5261-571	DUES & MEMBER:	ADOBE	162259	63.74
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5261-562	TRAVEL & TRAI:	LA LUNA	162259	20.45
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5261-550	PRINTING & BI:	JASON PHELPS	162259	195.00
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5261-562	TRAVEL & TRAI:	IL PLUMBING	162259	105.00
VENDOR 01-000720 TOTALS							454.19

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 261 COMMUNITY DEVELOPMENT

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001680	ECIDC	I-725	110 5261-571	DUES & MEMBER:	MEMBERSHIP	162392	250.00
					VENDOR 01-001680 TOTALS		250.00
01-002934	SOUTH CENTRAL FS, INC.	I-202504240227	110 5261-326	FUEL	: MARCH FUEL	001616	48.60
					VENDOR 01-002934 TOTALS		48.60
01-003953	AMAZON CAPITAL SERVICE	I-1YGK-JX7R-K6JT	110 5261-311	OFFICE SUPPLI:	CASE	001641	17.99
01-003953	AMAZON CAPITAL SERVICE	I-1YPT-KN6C-MJY4	110 5261-311	OFFICE SUPPLI:	CALCULATOR AND PAPER	001641	45.04
					VENDOR 01-003953 TOTALS		63.03
01-004758	MARLIN LEASING CORPORA	I-40403904	110 5261-814	PRINTER/COPY :	COPIER	162337	35.85
					VENDOR 01-004758 TOTALS		35.85
01-008200	COLES CO REGIONAL PLAN	I-8073	110 5261-511	PLANNING & DE:	MARCH SAFETY ACTION	162301	3,618.33
					VENDOR 01-008200 TOTALS		3,618.33
01-023800	CONSOLIDATED COMMUNICA	I-202504150134	110 5261-532	TELEPHONE	: 235-5654	010208	170.23
					VENDOR 01-023800 TOTALS		170.23
DEPARTMENT 261 COMMUNITY DEVELOPMENT						TOTAL:	4,640.23
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5310-540	ADVERTISING :	CENTRAL IL NEWSPAPER	162259	30.99
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5310-340	BOOKS & PERIO:	ISPE	162259	69.95
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5310-562	TRAVEL & TRAI:	U OF I	162259	50.00
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5310-562	TRAVEL & TRAI:	U OF I	162259	50.00
					VENDOR 01-000720 TOTALS		200.94
01-001620	VERIZON WIRELESS	I-6111102056	110 5310-533	CELLULAR PHON:	MOBILES	162279	12.00
					VENDOR 01-001620 TOTALS		12.00

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 310 PUBLIC WORKS

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-003259	COM2 RECYCLING SOLUTIO	I-59902	110 5310-579	MISC OTHER PU:	ELECTRONICS RECYCLIN	162302	2,860.40
					VENDOR 01-003259	TOTALS	2,860.40
01-003270	DARRIN'S TIRE AND AUTO	I-27200	110 5310-579	MISC OTHER PU:	DISPOSE OF TIRES	162307	205.00
					VENDOR 01-003270	TOTALS	205.00
01-003488	S.S.C. SERVICES, INC.	I-9066	110 5310-460	OTHER PROFESS:	JANITORIAL SERVICES	001639	66.00
01-003488	S.S.C. SERVICES, INC.	I-9068	110 5310-460	OTHER PROFESS:	JANITORIAL SERVICES	001639	66.00
					VENDOR 01-003488	TOTALS	132.00
01-003953	AMAZON CAPITAL SERVICE	I-1YGK-JX7R-K6JT	110 5310-311	OFFICE SUPPLI:	LABELS,WIPES	001641	25.95
					VENDOR 01-003953	TOTALS	25.95
01-004298	WM CORPORATE SERVICES, I-0185283-2754-9		110 5310-421	DISPOSAL SERV:	TRASH SERVICES	010241	1,553.19
01-004298	WM CORPORATE SERVICES, I-0345929-4072-9		110 5310-421	DISPOSAL SERV:	TRASH SERVICES	010240	85.54
01-004298	WM CORPORATE SERVICES, I-0353541-4072-1		110 5310-421	DISPOSAL SERV:	TRASH SERVICES	010242	188.24
					VENDOR 01-004298	TOTALS	1,826.97
01-004658	RUMPKE WASTE SERV OF I	I-0029096	110 5310-421	DISPOSAL SERV:	TRASH SERVICES	010319	156.57
01-004658	RUMPKE WASTE SERV OF I	I-0030076	110 5310-579	MISC OTHER PU:	TRASH SERVICES	010331	6,779.85
01-004658	RUMPKE WASTE SERV OF I	I-0030145	110 5310-421	DISPOSAL SERV:	TRASH SERVICES	010329	672.62
01-004658	RUMPKE WASTE SERV OF I	I-0030146	110 5310-421	DISPOSAL SERV:	TRASH SERVICES	010330	150.00
01-004658	RUMPKE WASTE SERV OF I	I-0030147	110 5310-421	DISPOSAL SERV:	TRASH SERVICES	010331	352.56
01-004658	RUMPKE WASTE SERV OF I	I-0030148	110 5310-421	DISPOSAL SERV:	TRASH SERVICES	010331	789.57
01-004658	RUMPKE WASTE SERV OF I	I-0030149	110 5310-579	MISC OTHER PU:	TRASH SERVICES	010331	10,596.45
					VENDOR 01-004658	TOTALS	19,497.62
01-004758	MARLIN LEASING CORPORA	I-40403907	110 5310-814	PRINT/COPY MA:	COPIER	162337	275.40
					VENDOR 01-004758	TOTALS	275.40
01-004783	CIVIL DESIGN, INC.	I-0025911	110 5310-519	OTHER PROFESS:	BURGESS STRUCTURAL E	162298	8,000.00
					VENDOR 01-004783	TOTALS	8,000.00

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 310 PUBLIC WORKS

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-016000	JOHN DEERE FINANCIAL	I-202504290239	110 5310-316	TOOLS & EQUIP:	TOW STRAP	162329	14.99
					VENDOR 01-016000 TOTALS		14.99
01-030000	KULL LUMBER CO	I-202504290238	110 5310-316	TOOLS & EQUIP:	LUMBER	162332	19.96
					VENDOR 01-030000 TOTALS		19.96
DEPARTMENT 310 PUBLIC WORKS						TOTAL:	33,071.23
01-000061	HOME DEPOT CREDIT SERV	I-202505010278	110 5320-319	MISCELLANEOUS:	BUCKETS	162325	9.29
01-000061	HOME DEPOT CREDIT SERV	I-202505010278	110 5320-432	REPAIR OF BUI:	WASHER & DRYER	162325	1,716.94
					VENDOR 01-000061 TOTALS		1,726.23
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5320-562	TRAVEL & TRAI:	MONICALS	162259	186.36
					VENDOR 01-000720 TOTALS		186.36
01-001070	AMEREN ILLINOIS	I-202504150117	110 5320-321	UTILITIES :	420 N LOGAN	010198	42.89
01-001070	AMEREN ILLINOIS	I-202504150183	110 5320-321	UTILITIES :	401 DEWITT	010270	295.47
					VENDOR 01-001070 TOTALS		338.36
01-001582	AUTO, TRUCK AND FARM R	I-85534	110 5320-434	REPAIR OF VEH:	UNIT 501 REPAIRS	162287	369.00
					VENDOR 01-001582 TOTALS		369.00
01-001620	VERIZON WIRELESS	I-61111102056	110 5320-533	CELLULAR PHON:	MOBILES	162279	78.05
					VENDOR 01-001620 TOTALS		78.05
01-002934	SOUTH CENTRAL FS, INC.	I-202504240227	110 5320-326	FUEL :	MARCH FUEL	001616	2,342.37
					VENDOR 01-002934 TOTALS		2,342.37
01-002958	BATTERY SPECIALISTS, I	I-209354	110 5320-318	VEHICLE PARTS:	BATTERY SPECIALISTS,	162290	33.32
					VENDOR 01-002958 TOTALS		33.32

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
=====							
01-002990	CINTAS	I-5264106107	110 5320-313	MEDICAL & SAF:	MEDICAL SUPPLIES	162295	24.53
						VENDOR 01-002990 TOTALS	24.53
01-003166	I 70 TRUCK CENTER, INC	I-44336	110 5320-318	VEHICLE PARTS:	HOOD LATCH KITS	001636	77.84
						VENDOR 01-003166 TOTALS	77.84
01-003206	BIRKEYS	I-P61490	110 5320-318	VEHICLE PARTS:	FILTERS, OIL	001638	29.53
01-003206	BIRKEYS	I-P61673	110 5320-316	TOOLS & EQUIP:	BIRKEYS	001638	745.00
01-003206	BIRKEYS	I-P61737	110 5320-319	MISCELLANEOUS:	BIRKEYS	001638	20.67
01-003206	BIRKEYS	I-P61957	110 5320-318	VEHICLE PARTS:	BLADES	001638	33.34
01-003206	BIRKEYS	I-W38656	110 5320-434	REPAIR OF VEH:	SWEEPER REPAIRS	001638	845.36
01-003206	BIRKEYS	I-W38710	110 5320-433	REPAIR OF MAC:	TRACKHOE REPAIRS	001638	82.51
01-003206	BIRKEYS	I-W38720	110 5320-434	REPAIR OF VEH:	TRUCK REPAIRS	001638	474.86
01-003206	BIRKEYS	I-W38728	110 5320-433	REPAIR OF MAC:	BACKHOE REPAIRS	001638	172.38
01-003206	BIRKEYS	I-W38786	110 5320-433	REPAIR OF MAC:	BACKHOE REPAIRS	001638	475.03
						VENDOR 01-003206 TOTALS	2,878.68
01-003270	DARRIN'S TIRE AND AUTO	I-27092	110 5320-434	REPAIR OF VEH:	UNIT 525 REPAIRS	162307	195.73
						VENDOR 01-003270 TOTALS	195.73
01-003751	FIELD WRXS INC.	I-4291	110 5320-432	REPAIR OF BUI:	CLEAN SMOKE TECTORS	162316	221.25
						VENDOR 01-003751 TOTALS	221.25
01-003907	TREE FELLERS, LLC	I-2077	110 5320-460	OTHER PROP MA:	TREE REMOVAL 301 DEW	162374	5,100.00
						VENDOR 01-003907 TOTALS	5,100.00
01-004207	ROEPKE OVERHEAD DOORS	I-10052	110 5320-432	REPAIR OF BUI:	DOOR REPAIRS	162356	300.00
						VENDOR 01-004207 TOTALS	300.00
01-004229	HEARTLAND MACHINE & SU	I-135676	110 5320-434	REPAIR OF VEH:	REPAIR FRAME ON DUMP	162324	177.14
						VENDOR 01-004229 TOTALS	177.14

01/02/2025 1:13 PM
 VENDOR SET: 01 CITY OF MATTOON
 FUND : 110 GENERAL FUND
 DEPARTMENT: 320 STREETS
 INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999
 PAY DATE RANGE: 4/16/2025 THRU 5/06/2025
 BUDGET TO USE: DR-DEPARTMENT REQUESTED

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VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004489	FATBOYS OFFROAD, LLC	I-0377	110 5320-434	REPAIR OF VEH:	UNIT 517 REPAIRS	162315	224.25
					VENDOR 01-004489 TOTALS		224.25
01-004602	AEP ENERGY	I-202505010285	110 5320-321	UTILITIES	: 401 DEWITT 2851	162278	105.26
01-004602	AEP ENERGY	I-202505010285	110 5320-321	UTILITIES	: 420 N LOGAN 5847	162278	3.93
					VENDOR 01-004602 TOTALS		109.19
01-004658	RUMPKE WASTE SERV OF I	I-0028144	110 5320-460	OTHER PROP MA:	TRASH SERVICES	010320	115.67
					VENDOR 01-004658 TOTALS		115.67
01-004677	CONSTELLATION NEWENERG	I-4291914	110 5320-321	UTILITIES	: 401 DEWITT	001643	133.68
					VENDOR 01-004677 TOTALS		133.68
01-004758	MARLIN LEASING CORPORA	I-40403908	110 5320-814	PRINT/COPY MA:	COPIER	162337	138.75
					VENDOR 01-004758 TOTALS		138.75
01-016140	FASTENAL COMPANY	I-ILMAT172630	110 5320-316	TOOLS & EQUIP:	FASTENAL COMPANY	001648	38.44
					VENDOR 01-016140 TOTALS		38.44
01-023800	CONSOLIDATED COMMUNICA	I-202504150131	110 5320-532	TELEPHONE	: 101-5460	010205	166.35
01-023800	CONSOLIDATED COMMUNICA	I-202504150134	110 5320-532	TELEPHONE	: 235-5654	010208	12.37
					VENDOR 01-023800 TOTALS		178.72
01-025600	ILMO PRODUCTS COMPANY	I-0001546131	110 5320-440	RENTALS	: CYLINDER RENTAL	001651	9.00
01-025600	ILMO PRODUCTS COMPANY	I-0001550516	110 5320-440	RENTALS	: PROPANE	001651	22.40
					VENDOR 01-025600 TOTALS		31.40
01-030000	KULL LUMBER CO	I-202504290238	110 5320-319	MISCELLANEOUS:	FAUCET BARREL, O-RIN	162332	1.53
01-030000	KULL LUMBER CO	I-202504290238	110 5320-316	TOOLS & EQUIP:	PLIERS, HEX BUSH	162332	13.99
					VENDOR 01-030000 TOTALS		15.52

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-030083	LANMAN OIL CO INC	I-202504290240	110 5320-326	FUEL	: CHAINSAW FUEL	162333	9.37
						VENDOR 01-030083 TOTALS	9.37
01-031000	LORENZ SUPPLY CO.	I-651404	110 5320-460	OTHER PROP MA:	TRASH CONTAINER & LI	001652	27.95
						VENDOR 01-031000 TOTALS	27.95
01-033800	MATTOON WATER DEPT	I-202504150140	110 5320-321	UTILITIES	: 401 DEWITT	010213	38.96
01-033800	MATTOON WATER DEPT	I-202504150143	110 5320-321	UTILITIES	: 420 N LOGAN	010216	34.80
						VENDOR 01-033800 TOTALS	73.76
01-038300	PERRY'S LOCKSMITH	I-11-86186	110 5320-432	REPAIR OF BUI:	REPAIR LOCK	162347	33.33
						VENDOR 01-038300 TOTALS	33.33
01-040467	SAFETY COMPLIANCE	I-37124	110 5320-313	MEDICAL & SAF:	GLOVES	162357	170.00
01-040467	SAFETY COMPLIANCE	I-37125	110 5320-313	MEDICAL & SAF:	GLOVES	162357	170.00
						VENDOR 01-040467 TOTALS	340.00
01-045523	VERMEER SALES & SERVIC	I-P01151	110 5320-318	VEHICLE PARTS:	SWITCH	162376	23.34
01-045523	VERMEER SALES & SERVIC	I-P01219	110 5320-316	TOOLS & EQUIP:	RECOIL LANYARD	162376	19.00
						VENDOR 01-045523 TOTALS	42.34
						DEPARTMENT 320 STREETS TOTAL:	15,561.23
01-001070	AMEREN ILLINOIS	I-202504150110	110 5381-321	UTILITIES	: 1718 B'DWAY UNIT B	010194	181.41
01-001070	AMEREN ILLINOIS	I-202504150111	110 5381-321	UTILITIES	: 1701 B'DWAY HERITAGE	010195	86.75
01-001070	AMEREN ILLINOIS	I-202504150167	110 5381-321	UTILITIES	: 1701 WABASH BURGESS	010257	99.72
01-001070	AMEREN ILLINOIS	I-202504150168	110 5381-321	UTILITIES	: 1701 WABASH	010258	356.27
01-001070	AMEREN ILLINOIS	I-202504150175	110 5381-321	UTILITIES	: 208 N 19TH	010264	723.41
						VENDOR 01-001070 TOTALS	1,447.56
01-001919	STUARD & ASSOCIATES, I	I-53497	110 5381-435	ELEVATOR SERV:	ANNUAL INSPECTION	162364	220.00
						VENDOR 01-001919 TOTALS	220.00

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002258	D & M ELECTRICAL	I-11754	110 5381-460	OTHER PROP MA:	GENERATOR MNTCE	162304	600.00
						VENDOR 01-002258 TOTALS	600.00
01-003488	S.S.C. SERVICES, INC.	I-9066	110 5381-460	OTHER PROP MA:	JANITORIAL SERVICES	001639	268.00
01-003488	S.S.C. SERVICES, INC.	I-9068	110 5381-460	OTHER PROP MA:	JANITORIAL SERVICES	001639	268.00
						VENDOR 01-003488 TOTALS	536.00
01-004602	AEP ENERGY	I-202505010285	110 5381-321	UTILITIES	: 208 N 19TH 3302	162278	780.34
01-004602	AEP ENERGY	I-202505010285	110 5381-321	UTILITIES	: 1701 WABASH 3313	162278	65.35
01-004602	AEP ENERGY	I-202505010285	110 5381-321	UTILITIES	: CITY HALL LIGHTS 345	162278	17.49
01-004602	AEP ENERGY	I-202505010285	110 5381-321	UTILITIES	: 1701 B'DWAY HERITAGE	162278	46.60
01-004602	AEP ENERGY	I-202505010285	110 5381-321	UTILITIES	: 1718 B'DWAY UNIT B 7	162278	119.54
						VENDOR 01-004602 TOTALS	1,029.32
01-004630	DAVID L CLARK	I-202505010265	110 5381-315	LANDSCAPING S:	REIMB EQUIP FOR DEPO	001660	99.00
						VENDOR 01-004630 TOTALS	99.00
01-004677	CONSTELLATION NEWENERG	I-4291914	110 5381-321	UTILITIES	: 1701 WABASH	001643	191.98
01-004677	CONSTELLATION NEWENERG	I-4291914	110 5381-321	UTILITIES	: 208 N 19TH	001643	426.58
						VENDOR 01-004677 TOTALS	618.56
01-033800	MATTOON WATER DEPT	I-202504150144	110 5381-321	UTILITIES	: 1701 B'DWAY	010217	8.20
01-033800	MATTOON WATER DEPT	I-202504150145	110 5381-321	UTILITIES	: 1701 WABASH	010218	27.80
						VENDOR 01-033800 TOTALS	36.00
01-035600	KONE INC	I-1158898764	110 5381-435	ELEVATOR SERV:	SAFETY TEST @ CH	001654	325.00
01-035600	KONE INC	I-1158898765	110 5381-435	ELEVATOR SERV:	SAFETY TEST ELEVATOR	001654	325.00
01-035600	KONE INC	I-871643121	110 5381-435	ELEVATOR SERV:	ELEVATOR MNTCE 4/202	001654	418.00
01-035600	KONE INC	I-871643122	110 5381-435	ELEVATOR SERV:	ELEVATOR MNTCE 4/202	001654	199.22
						VENDOR 01-035600 TOTALS	1,267.22
01-036810	C.R. NEFF PLUMBING, HE	I-75764	110 5381-460	OTHER PROP MA:	TOILET REPAIRS @ DEP	001656	66.75
						VENDOR 01-036810 TOTALS	66.75
						DEPARTMENT 381 CUSTODIAL SERVICES TOTAL:	5,920.41

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 511 PARKS

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001070	AMEREN ILLINOIS	I-202504150091	110 5511-321	UTILITIES	: 1200 CHAMPAIGN	010178	40.84
01-001070	AMEREN ILLINOIS	I-202504150093	110 5511-321	UTILITIES	: 221 SHELBY	010179	121.24
01-001070	AMEREN ILLINOIS	I-202504150096	110 5511-321	UTILITIES	: 311 N 6TH MNTCE BLDG	010181	39.04
01-001070	AMEREN ILLINOIS	I-202504150100	110 5511-321	UTILITIES	: 311 N 6TH GIRLS COMP	010185	102.74
01-001070	AMEREN ILLINOIS	I-202504150115	110 5511-321	UTILITIES	: 500 B'DWAY	010196	209.27
01-001070	AMEREN ILLINOIS	I-202504150116	110 5511-321	UTILITIES	: 212 N 12TH	010197	52.80
01-001070	AMEREN ILLINOIS	I-202504150118	110 5511-321	UTILITIES	: 632 S 14TH	010199	234.76
01-001070	AMEREN ILLINOIS	I-202504150120	110 5511-321	UTILITIES	: 500 B'DWAY	010201	162.05
01-001070	AMEREN ILLINOIS	I-202504150125	110 5511-321	UTILITIES	: 500 B'DWAY	010204	39.04
01-001070	AMEREN ILLINOIS	I-202504150171	110 5511-321	UTILITIES	: 212 N 12TH	010261	405.50
01-001070	AMEREN ILLINOIS	I-202504150184	110 5511-321	UTILITIES	: 1 S 22ND S BALL DIAM	010271	39.04
01-001070	AMEREN ILLINOIS	I-202504150194	110 5511-321	UTILITIES	: 500 B'DWAY	010279	176.15
01-001070	AMEREN ILLINOIS	I-202504150198	110 5511-321	UTILITIES	: 500 B'DWAY	010282	196.46
01-001070	AMEREN ILLINOIS	I-202504250229	110 5511-321	UTILITIES	: 500 B'DWAY	010316	161.85
VENDOR 01-001070 TOTALS							1,980.78
01-001582	AUTO, TRUCK AND FARM R	I-86771	110 5511-433	REPAIR OF MAC:	REPAIRS	162287	427.44
VENDOR 01-001582 TOTALS							427.44
01-001620	VERIZON WIRELESS	I-6111102056	110 5511-533	CELLULAR PHON:	MOBILES	162279	36.01
VENDOR 01-001620 TOTALS							36.01
01-003200	FRED BIGGS ELECTRIC SU	I-403431	110 5511-432	REPAIR OF BUI:	CONDUIT	001637	359.27
VENDOR 01-003200 TOTALS							359.27
01-003206	BIRKEYS	I-P62235	110 5511-433	REPAIR OF MAC:	BIT	001638	1,309.70
01-003206	BIRKEYS	I-W38777	110 5511-434	REPAIR OF VEH:	CLUB CAR REPAIRS	001638	136.49
VENDOR 01-003206 TOTALS							1,446.19
01-003488	S.S.C. SERVICES, INC.	I-9070	110 5511-460	OTHER PROP MA:	JANITORIAL SERVICES	001639	660.00
VENDOR 01-003488 TOTALS							660.00
01-004152	RENT X	I-1393-1	110 5511-440	RENTALS	: BRUSH MOWER RENTAL	162354	93.00
01-004152	RENT X	I-1555-1	110 5511-440	RENTALS	: CORE DRILL RENTAL	162354	526.00
VENDOR 01-004152 TOTALS							619.00

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 511 PARKS

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004424	RILEY CREEK RANCH LLC	I-5613	110 5511-825	TOURISM GRANT:	CHRISTMAS WREATHS	162353	400.00
VENDOR 01-004424 TOTALS							400.00
01-004602	AEP ENERGY	I-202505010285	110 5511-321	UTILITIES	: 500 B'DWAY 3010	162278	89.68
01-004602	AEP ENERGY	I-202505010285	110 5511-321	UTILITIES	: CUNNINGHAM PARK 3087	162278	13.42
01-004602	AEP ENERGY	I-202505010285	110 5511-321	UTILITIES	: 500 B'DWAY PETERSON	162278	5.19
01-004602	AEP ENERGY	I-202505010285	110 5511-321	UTILITIES	: 632 S 14TH 3335	162278	108.23
01-004602	AEP ENERGY	I-202505010285	110 5511-321	UTILITIES	: 212 N 12TH 3380	162278	11.85
01-004602	AEP ENERGY	I-202505010285	110 5511-321	UTILITIES	: 500 B'DWAY 3447	162278	133.12
VENDOR 01-004602 TOTALS							361.49
01-004677	CONSTELLATION NEWENERG	I-4291914	110 5511-321	UTILITIES	: 212 N 12TH	001643	232.07
01-004677	CONSTELLATION NEWENERG	I-4291914	110 5511-321	UTILITIES	: 500 B'DWAY	001643	86.33
01-004677	CONSTELLATION NEWENERG	I-4291914	110 5511-321	UTILITIES	: 500 B'DWAY	001643	73.26
01-004677	CONSTELLATION NEWENERG	I-4291914	110 5511-321	UTILITIES	: 500 B'DWAY	001643	89.20
VENDOR 01-004677 TOTALS							480.86
01-004750	BLOOMFIELD GARDEN CENT	I-000020	110 5511-315	LANDSCAPING S:	STREETSCAPE BEDS	162291	1,640.00
VENDOR 01-004750 TOTALS							1,640.00
01-004785	ECHO ELECTRIC	I-S011140758.002	110 5511-432	REPAIR OF BUI:	ANCHOR BOLTS	162311	378.92
VENDOR 01-004785 TOTALS							378.92
01-020803	HARRELSON PLUMBING & H	I-M3568	110 5511-440	RENTALS	: POTTY RENTAL @ KINZE	001649	174.75
01-020803	HARRELSON PLUMBING & H	I-M3569	110 5511-440	RENTALS	: POTTY RENTAL @ LAWSO	001649	174.75
01-020803	HARRELSON PLUMBING & H	I-M3570	110 5511-440	RENTALS	: HARRELSON PLUMBING &	001649	174.75
VENDOR 01-020803 TOTALS							524.25
01-023800	CONSOLIDATED COMMUNICA	I-202504150134	110 5511-532	TELEPHONE	: 235-5654	010208	37.14
VENDOR 01-023800 TOTALS							37.14
01-033800	MATTOON WATER DEPT	I-202504150150	110 5511-321	UTILITIES	: 212 N 12TH	010223	12.57

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 511 PARKS

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-033800	MATTOON WATER DEPT	I-202504150151	110 5511-321	UTILITIES	: 418 RICHMOND	010224	46.53
01-033800	MATTOON WATER DEPT	I-202504150153	110 5511-321	UTILITIES	: 305 RICHMOND GRIMES	010226	16.40
01-033800	MATTOON WATER DEPT	I-202504150154	110 5511-321	UTILITIES	: 307 RICHMOND GRIMES	010227	16.40
01-033800	MATTOON WATER DEPT	I-202504150155	110 5511-321	UTILITIES	: 500 B'DWAY	010228	14.33
01-033800	MATTOON WATER DEPT	I-202504150156	110 5511-321	UTILITIES	: 500 B'DWAY PAV/GOLF	010229	18.43
01-033800	MATTOON WATER DEPT	I-202504150157	110 5511-321	UTILITIES	: 500 B'DWAY	010230	18.43
01-033800	MATTOON WATER DEPT	I-202504150158	110 5511-321	UTILITIES	: LAWSON BASEBALL DIAM	010231	35.03
VENDOR 01-033800 TOTALS							178.12
01-041755	SHELBY ELECTRIC COOPER	I-202504150165	110 5511-321	UTILITIES	: CAMPGROUND	010238	223.18
VENDOR 01-041755 TOTALS							223.18
01-041760	SHEPARD & SHEPARD	I-8645	110 5511-432	REPAIR OF BUI:	TOILET REPAIRS @ GRI	162359	1,862.00
VENDOR 01-041760 TOTALS							1,862.00
01-041820	ANDY & MELISSA SHOWALT	I-568	110 5511-825	TOURISM GRANT:	INSTALL 4 LIGHT POLE	162360	13,101.75
VENDOR 01-041820 TOTALS							13,101.75
DEPARTMENT 511 PARKS						TOTAL:	24,716.40
01-000061	HOME DEPOT CREDIT SERV	I-202505010278	110 5512-317	CONCESSION &	: DRINKS,COUPLING	162325	87.56
VENDOR 01-000061 TOTALS							87.56
01-000481	PANA WHOLESALE BAIT CO	I-2714807	110 5512-317	CONCESSION &	: CONCESSIONS	162345	1,017.80
01-000481	PANA WHOLESALE BAIT CO	I-2714862	110 5512-317	CONCESSION &	: CONCESSIONS	162345	139.50
01-000481	PANA WHOLESALE BAIT CO	I-2714963	110 5512-317	CONCESSION &	: CONCESSIONS	162345	381.25
01-000481	PANA WHOLESALE BAIT CO	I-2715109	110 5512-317	CONCESSION &	: CONCESSIONS	162345	378.80
VENDOR 01-000481 TOTALS							1,917.35
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5512-317	CONCESSION &	: WALMART	162259	77.55
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5512-317	CONCESSION &	: WALMART	162259	33.83
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5512-317	CONCESSION &	: WALMART	162259	176.57
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5512-317	CONCESSION &	: WALMART	162259	186.00

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 512 LAKE MATTOON

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5512-317	CONCESSION & : SAMS CLUB	162259	874.03	
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	110 5512-317	CONCESSION & : ROBINSON WHOLESALE B	162259	275.80	
VENDOR 01-000720 TOTALS						1,623.78	
01-000806	COLE CHEESEBAIT	I-202504290241	110 5512-317	CONCESSION & : CHEESEBAIT	162300	87.50	
VENDOR 01-000806 TOTALS						87.50	
01-001620	VERIZON WIRELESS	I-61111102056	110 5512-533	CELLULAR PHON: MOBILES	162279	54.85	
VENDOR 01-001620 TOTALS						54.85	
01-002934	SOUTH CENTRAL FS, INC.	I-202504240226	110 5512-327	FUEL - RESALE: FUEL	001616	894.00	
VENDOR 01-002934 TOTALS						894.00	
01-002964	GAME TIME	I-PJI-0266799	110 5512-450	CONSTRUCTION : E CAMPGROUND SURFACI	162321	27,104.00	
01-002964	GAME TIME	I-PJI-0266800	110 5512-450	CONSTRUCTION : W CAMPGROUND SURFACI	162321	27,607.00	
01-002964	GAME TIME	I-PJI-0267061	110 5512-450	CONSTRUCTION : BEACH SURFACING & IN	162321	62,390.00	
VENDOR 01-002964 TOTALS						117,101.00	
01-003394	KOERNER DISTRIBUTOR, I	I-4482670	110 5512-317	CONCESSION & : CONCESSIONS	010328	171.38	
01-003394	KOERNER DISTRIBUTOR, I	I-4482671	110 5512-317	CONCESSION & : CONCESSIONS	010328	51.10	
VENDOR 01-003394 TOTALS						222.48	
01-003658	MORGAN'S MEAT MARKET	I-01465	110 5512-317	CONCESSION & : CONCESSIONS	162340	387.55	
VENDOR 01-003658 TOTALS						387.55	
01-004228	KIRKELY CONSTRUCTION,	I-1081	110 5512-450	CONSTRUCTION : DOCK	162331	2,500.00	
VENDOR 01-004228 TOTALS						2,500.00	
01-004395	PETTY CASH	I-671627	110 5512-317	CONCESSION & : DONNEWALD DISTRIBUTI	162348	254.40	
01-004395	PETTY CASH	I-671628	110 5512-317	CONCESSION & : DONNEWALD DISTRIBUTI	162348	43.20	
VENDOR 01-004395 TOTALS						297.60	

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 512 LAKE MATTOON

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004608	CHARLES WILLIAM FUQUA	I-202504300258	110 5512-450	CONSTRUCTION :	TREE REMOVAL	162319	4,000.00
					VENDOR 01-004608 TOTALS		4,000.00
01-004686	GEO. A. MUELLER BEER	I-M-409330	110 5512-317	CONCESSION & :	CONCESSIONS	010326	144.10
					VENDOR 01-004686 TOTALS		144.10
01-017780	FRITO-LAY INC	I-1535746084S	110 5512-317	CONCESSION & :	CONCESSIONS	162318	211.94
					VENDOR 01-017780 TOTALS		211.94
01-020803	HARRELSON PLUMBING & H	I-M3548	110 5512-432	REPAIR OF BUI:	REPAIR WATER LINE	001649	3,486.31
01-020803	HARRELSON PLUMBING & H	I-M3552	110 5512-432	REPAIR OF BUI:	REPAIR CLEANOUT	001649	376.40
01-020803	HARRELSON PLUMBING & H	I-M3563	110 5512-440	RENTALS :	HARRELSON PLUMBING &	001649	122.00
01-020803	HARRELSON PLUMBING & H	I-M3573	110 5512-440	RENTALS :	POTTY RENTAL @ BEACH	001649	207.00
01-020803	HARRELSON PLUMBING & H	I-M3574	110 5512-440	RENTALS :	POTTY RENTAL @ W CAM	001649	97.00
					VENDOR 01-020803 TOTALS		4,288.71
01-024060	IL DEPT OF NATURAL RES	I-202504250230	110 5512-802	HUNTING/FISHI:	FISHING LICENSES	010317	865.25
01-024060	IL DEPT OF NATURAL RES	I-202504250231	110 5512-802	HUNTING/FISHI:	FISHING LICENSES	010318	273.75
01-024060	IL DEPT OF NATURAL RES	I-202504300251	110 5512-802	HUNTING/FISHI:	FISHING LICENSES	010327	1,057.50
					VENDOR 01-024060 TOTALS		2,196.50
01-024101	IL DEPT OF REVENUE	I-202504150139	110 5512-803	SALES TAX REM:	MARCH SALES TAX	010212	39.00
					VENDOR 01-024101 TOTALS		39.00
01-037050	NIEMEYER REPAIR SERVIC	I-142058	110 5512-433	REPAIR OF MAC:	GRILLE ASSEMBLY	162342	231.38
01-037050	NIEMEYER REPAIR SERVIC	I-142285	110 5512-433	REPAIR OF MAC:	WHEEL, TANK ASSEMBLY	162342	392.58
					VENDOR 01-037050 TOTALS		623.96
01-037936	ONE STOP COPY SHOP	I-23374	110 5512-317	CONCESSION & :	TEES & HOODIES	162343	944.75
					VENDOR 01-037936 TOTALS		944.75

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REGULAR DEPARTMENT PAYMENT REPORT
PAGE: 26
VENDOR SET: 01 CITY OF MATTOON
BANK: APBNK
FUND : 110 GENERAL FUND
DEPARTMENT: 512 LAKE MATTOON
INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999
PAY DATE RANGE: 4/16/2025 THRU 5/06/2025
BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-038300	PERRY'S LOCKSMITH	I-12-86237	110 5512-319	MISCELLANEOUS: KEYS & PADLOCKS		162347	144.00
						VENDOR 01-038300 TOTALS	144.00
01-041755	SHELBY ELECTRIC COOPER	I-202504150159	110 5512-321	UTILITIES	: CAUSEWAY BRIDGE	010232	68.00
01-041755	SHELBY ELECTRIC COOPER	I-202504150160	110 5512-321	UTILITIES	: NEW TRF	010233	124.70
01-041755	SHELBY ELECTRIC COOPER	I-202504150161	110 5512-321	UTILITIES	: HUFFMANS	010234	168.51
01-041755	SHELBY ELECTRIC COOPER	I-202504150162	110 5512-321	UTILITIES	: BEACH	010235	135.02
01-041755	SHELBY ELECTRIC COOPER	I-202504150163	110 5512-321	UTILITIES	: MARINA	010236	315.84
01-041755	SHELBY ELECTRIC COOPER	I-202504150164	110 5512-321	UTILITIES	: RESTROOMS	010237	204.89
01-041755	SHELBY ELECTRIC COOPER	I-202504150166	110 5512-321	UTILITIES	: CAUSEWAY	010239	29.90
						VENDOR 01-041755 TOTALS	1,046.86
DEPARTMENT 512 LAKE MATTOON						TOTAL:	138,813.49
01-001070	AMEREN ILLINOIS	I-202504150097	110 5551-321	UTILITIES	: 312 N 10TH BOYS COMP	010182	39.04
01-001070	AMEREN ILLINOIS	I-202504150098	110 5551-321	UTILITIES	: 421 SHELBY JFL COMPL	010183	251.74
01-001070	AMEREN ILLINOIS	I-202504150099	110 5551-321	UTILITIES	: 312 N 10TH BOYS COMP	010184	233.19
						VENDOR 01-001070 TOTALS	523.97
01-004152	RENT X	I-1166-1	110 5551-432	REPAIR OF STR: SCISSOR LIFT RENTAL		162354	898.00
						VENDOR 01-004152 TOTALS	898.00
01-004385	STILLWATER MULCH INC.	I-25-314	110 5551-424	LAWN CARE	: MULCH	162363	1,880.00
						VENDOR 01-004385 TOTALS	1,880.00
01-004602	AEP ENERGY	I-202505010285	110 5551-321	UTILITIES	: KINZEL FIELD 2918	162278	0.18
01-004602	AEP ENERGY	I-202505010285	110 5551-321	UTILITIES	: TBALL COMPLEX 2952	162278	88.71
01-004602	AEP ENERGY	I-202505010285	110 5551-321	UTILITIES	: JFL COMPLEX 3009	162278	209.96
01-004602	AEP ENERGY	I-202505010285	110 5551-321	UTILITIES	: 311 N 6TH 3188	162278	0.04
01-004602	AEP ENERGY	I-202505010285	110 5551-321	UTILITIES	: GIRLS COMPLEX 3256	162278	93.41
01-004602	AEP ENERGY	I-202505010285	110 5551-321	UTILITIES	: BOYS COMPLEX 3278	162278	164.25
01-004602	AEP ENERGY	I-202505010285	110 5551-321	UTILITIES	: BOYS COMPLEX SHED 35	162278	1.83
						VENDOR 01-004602 TOTALS	558.38

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 551 SPORTS FACILITIES

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-011600	DEBUHR'S SEED STORE	I-63373	110 5551-319	MISCELLANEOUS: 2-4D		162308	239.96
						VENDOR 01-011600 TOTALS	239.96
01-020803	HARRELSON PLUMBING & H I-M3564		110 5551-440	RENTALS	: POTTY RENTAL @ BOYS	001649	328.50
01-020803	HARRELSON PLUMBING & H I-M3565		110 5551-440	RENTALS	: POTTY RENTAL @ GIRLS	001649	328.50
01-020803	HARRELSON PLUMBING & H I-M3566		110 5551-440	RENTALS	: POTTY RENTAL @ BIKE	001649	174.75
01-020803	HARRELSON PLUMBING & H I-M3567		110 5551-440	RENTALS	: POTTY RENTAL @ DOG P	001649	328.50
01-020803	HARRELSON PLUMBING & H I-M3571		110 5551-440	RENTALS	: POTTY RENTAL @ SKATE	001649	174.75
01-020803	HARRELSON PLUMBING & H I-M3572		110 5551-440	RENTALS	: POTTY RENTAL @ T-BAL	001649	174.75
						VENDOR 01-020803 TOTALS	1,509.75
01-033800	MATTOON WATER DEPT	I-202504150146	110 5551-321	UTILITIES	: 421 SHELBY	010219	32.77
01-033800	MATTOON WATER DEPT	I-202504150147	110 5551-321	UTILITIES	: 421 SHELBY	010220	18.43
01-033800	MATTOON WATER DEPT	I-202504150148	110 5551-321	UTILITIES	: 713 SHELBY	010221	36.17
01-033800	MATTOON WATER DEPT	I-202504150149	110 5551-321	UTILITIES	: 801 SHELBY	010222	148.80
01-033800	MATTOON WATER DEPT	I-202504150152	110 5551-321	UTILITIES	: 301 RICHMOND	010225	16.44
						VENDOR 01-033800 TOTALS	252.61
						DEPARTMENT 551 SPORTS FACILITIES TOTAL:	5,862.67
01-001070	AMEREN ILLINOIS	I-202504150090	110 5570-321	UTILITIES	: 917 N 22ND	010177	171.22
01-001070	AMEREN ILLINOIS	I-202504250228	110 5570-321	UTILITIES	: 917 N 22ND	010315	22.27
						VENDOR 01-001070 TOTALS	193.49
01-003206	BIRKEYS	I-W38785	110 5570-433	REPAIR OF MAC: TRASH PUMP REPAIRS		001638	190.80
						VENDOR 01-003206 TOTALS	190.80
01-003953	AMAZON CAPITAL SERVICE	I-1XG1-QLMK-9CFD	110 5570-319	MISCELLANEOUS: HEADPHONES		001641	59.97
						VENDOR 01-003953 TOTALS	59.97
01-004602	AEP ENERGY	I-202505010285	110 5570-321	UTILITIES	: 917 N 22ND 2895	162278	2.65
01-004602	AEP ENERGY	I-202505010285	110 5570-321	UTILITIES	: 917 N 22ND 2996	162278	19.00
						VENDOR 01-004602 TOTALS	21.65

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 110 GENERAL FUND

DEPARTMENT: 570 DODGE GROVE CEMETERY

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004677	CONSTELLATION NEWENERG	I-4291914	110 5570-321	UTILITIES	: 917 N 22ND	001643	44.59
						VENDOR 01-004677 TOTALS	44.59
01-023800	CONSOLIDATED COMMUNICA	I-202504150133	110 5570-532	TELEPHONE	: 234-2055	010207	92.47
						VENDOR 01-023800 TOTALS	92.47
						DEPARTMENT 570 DODGE GROVE CEMETERY TOTAL:	602.97
						VENDOR SET 110 GENERAL FUND TOTAL:	463,086.02

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	122 5653-561	BUSINESS MEET:	VILLA	162259	61.90
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	122 5653-311	OFFICE SUPPLI:	ADOBE	162259	63.74
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	122 5653-561	BUSINESS MEET:	JIMMY JOHNS	162259	129.21
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	122 5653-311	OFFICE SUPPLI:	CREATIVE COURTNEY	162259	80.00
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	122 5653-561	BUSINESS MEET:	LA LUNA	162259	115.58
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	122 5653-540	ADVERTISING :	CONSTANT CONTACT	162259	99.00
						VENDOR 01-000720 TOTALS	549.43
01-001070	AMEREN ILLINOIS	I-202504150101	122 5653-321	NATURAL GAS &:	4219 DEWITT WELCOME	010186	39.51
01-001070	AMEREN ILLINOIS	I-202504150105	122 5653-321	NATURAL GAS &:	3901 MARSHALL WELCOM	010190	39.04
01-001070	AMEREN ILLINOIS	I-202504150109	122 5653-321	NATURAL GAS &:	1718 B'DWAY UNIT C	010193	91.08
						VENDOR 01-001070 TOTALS	169.63
01-001235	ANGELIA D BURGETT	I-202505010283	122 5653-572	COMMUNITY PRO:	PETTY CASH FOR BAGEL	162383	300.00
						VENDOR 01-001235 TOTALS	300.00
01-001663	ADVANCED DIGITAL	I-IN62456	122 5653-814	PRINTING/COPY:	XEROX C405	162283	29.12
						VENDOR 01-001663 TOTALS	29.12
01-001910	ASCAP	I-200012057553	122 5653-572	COMMUNITY PRO:	LICENSE FEE	162286	10.21
						VENDOR 01-001910 TOTALS	10.21
01-002427	EIU ATHLETIC DEPT	I-202505010269	122 5653-825	TOURISM GRANT:	TOURISM GRANT	162393	6,000.00
						VENDOR 01-002427 TOTALS	6,000.00
01-002655	MULTI-PRINT SOLUTIONS	I-4654	122 5653-572	COMMUNITY PRO:	BAGEL BITES YARD SIG	162341	60.00
						VENDOR 01-002655 TOTALS	60.00
01-004520	DISCOVER DOWNSTATE ILL	I-7673	122 5653-540	ADVERTISING :	FULL PAGE AD	162310	1,600.00
						VENDOR 01-004520 TOTALS	1,600.00

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004602	AEP ENERGY	I-202505010285	122 5653-321	NATURAL GAS &: 3901 MARSHALL WELCOM	162278		0.01
01-004602	AEP ENERGY	I-202505010285	122 5653-321	NATURAL GAS &: 4219 DEWITT 3177	162278		0.81
01-004602	AEP ENERGY	I-202505010285	122 5653-321	NATURAL GAS &: 1718 B'DWAY 3515	162278		62.09
VENDOR 01-004602 TOTALS							62.91
01-004769	THE BRAT PACK	I-202505010282	122 5653-572	COMMUNITY PRO: 5/2 BAGEL BITES PERF	162384		1,500.00
VENDOR 01-004769 TOTALS							1,500.00
01-008600	COLES MOULTRIE ELECTRI	I-202504150204	122 5653-321	NATURAL GAS &: WELCOME SIGN	010288		52.77
VENDOR 01-008600 TOTALS							52.77
01-021348	LEE ENTERPRISES-CENTRA	I-202504300259	122 5653-540	ADVERTISING : READERS CHOICE WINNE	162335		230.35
VENDOR 01-021348 TOTALS							230.35
01-023800	CONSOLIDATED COMMUNICA	I-202504150135	122 5653-532	TELEPHONE : 800-500-6286	010209		6.88
VENDOR 01-023800 TOTALS							6.88
01-032652	MATTOON COBRA'S ORGANI	I-202505010268	122 5653-825	TOURISM GRANT: TOURISM GRANT	162394		20,000.00
VENDOR 01-032652 TOTALS							20,000.00
01-032773	MATTOON PRIDE ATHLETIC	I-202505010267	122 5653-825	TOURISM GRANT: TOURISM GRANT	162395		20,000.00
VENDOR 01-032773 TOTALS							20,000.00
DEPARTMENT 653 HOTEL TAX ADMINISTRATION TOTAL:							50,571.30
VENDOR SET 122 HOTEL TAX FUND TOTAL:							50,571.30

VENDOR SET: 01 CITY OF MATTOON
FUND : 123 FESTIVAL MGMT FUND

BANK: APBNK

DEPARTMENT: 584 BAGELFEST

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004789	EDWARDS MARKETING	I-2158	123 5584-540	ADVERTISING	: DIGITAL MARKETING	162313	5,124.00
					VENDOR 01-004789	TOTALS	5,124.00
01-004795	RELIANT TALENT AGENCY, I-202505010281		123 5584-834	ENTERTAINMENT:	EVERCLEAR DEPOSIT	162397	13,500.00
					VENDOR 01-004795	TOTALS	13,500.00
01-031000	LORENZ SUPPLY CO.	I-652484	123 5584-312	CLEANING SUPP:	GLOVES,TOWELS	001652	70.86
					VENDOR 01-031000	TOTALS	70.86
				DEPARTMENT 584	BAGELFEST	TOTAL:	18,694.86
				VENDOR SET 123	FESTIVAL MGMT FUND	TOTAL:	18,694.86

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 124 MOBILE EQUIPMENT FUND

DEPARTMENT: 241 FIRE VEHICLES & MACHINERY

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
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01-044200 KC SUMMERS	I-202504250233	124 5241-742	FIRE VEHICLES: GMC SIERRA HD	162260	50,182.00
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VENDOR 01-044200	TOTALS	50,182.00
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DEPARTMENT 241	FIRE VEHICLES & MACHINERY	TOTAL:	50,182.00
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VENDOR SET 124	MOBILE EQUIPMENT FUND	TOTAL:	50,182.00
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VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 125 INSURANCE & TORT JDGMNT

DEPARTMENT: 150 FINANCIAL ADMINISTRATION

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000776	STATE FARM	I-202504290245	125 5150-519	OTHER PROFESS:	PHIPPS BOND	162362	100.00
01-000776	STATE FARM	I-202504290246	125 5150-519	OTHER PROFESS:	COX BOND	162362	100.00
01-000776	STATE FARM	I-202504290247	125 5150-519	OTHER PROFESS:	CLOSSON BOND	162362	100.00
01-000776	STATE FARM	I-202504290248	125 5150-519	OTHER PROFESS:	BUTLER BOND	162362	100.00
01-000776	STATE FARM	I-202504290249	125 5150-519	OTHER PROFESS:	HALL BOND	162362	100.00

VENDOR 01-000776 TOTALS 500.00

DEPARTMENT 150 FINANCIAL ADMINISTRATION TOTAL: 500.00

VENDOR SET 125 INSURANCE & TORT JDGMNT TOTAL: 500.00

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000742	BARTELS CONSTRUCTION,	I-202504300257	130 5321-730	IMPROVEMENTS :	24-058-CCSP	162289	14,400.00
01-000742	BARTELS CONSTRUCTION,	I-202504300257	130 5321-730	IMPROVEMENTS :	24-052-CCSP	162289	500.00
01-000742	BARTELS CONSTRUCTION,	I-202504300257	130 5321-730	IMPROVEMENTS :	24-051-CSSP	162289	360.00
						VENDOR 01-000742 TOTALS	15,260.00
01-001395	CITY OF CHARLESTON	I-2025-00000001	130 5321-730	IMPROVEMENTS :	BIKE TRAIL EXPANSION	162297	17,634.60
						VENDOR 01-001395 TOTALS	17,634.60
01-002681	ROBERT LEE	I-662005	130 5321-730	IMPROVEMENTS :	CONCRETE COST SHARE	162336	4,000.00
01-002681	ROBERT LEE	I-662006	130 5321-730	IMPROVEMENTS :	CONCRETE COST SHARE	162336	4,500.00
						VENDOR 01-002681 TOTALS	8,500.00
01-003823	A1 CUSTOM CONCRETE	I-202505010276	130 5321-730	IMPROVEMENTS :	CONCRETE COST SHARIN	162281	500.00
						VENDOR 01-003823 TOTALS	500.00
01-004409	CHANCELLOR CONCRETE &	I-1620	130 5321-730	IMPROVEMENTS :	CONCRETE COST SHARIN	162294	30,880.00
						VENDOR 01-004409 TOTALS	30,880.00
01-035154	MID-ILLINOIS CONCRETE	I-24-060-CCSP	130 5321-730	IMPROVEMENTS :	24-060-CCSP	162338	1,778.50
01-035154	MID-ILLINOIS CONCRETE	I-288070	130 5321-730	IMPROVEMENTS :	24-050-CCSP	162338	1,081.50
01-035154	MID-ILLINOIS CONCRETE	I-288071	130 5321-730	IMPROVEMENTS :	WHITE ROCK	162338	93.00
01-035154	MID-ILLINOIS CONCRETE	I-288406	130 5321-730	IMPROVEMENTS :	24-058-CCSP	162338	4,965.00
01-035154	MID-ILLINOIS CONCRETE	I-288760	130 5321-730	IMPROVEMENTS :	24-059-CCSP	162338	1,494.00
						VENDOR 01-035154 TOTALS	9,412.00
DEPARTMENT 321 STREETS						TOTAL:	82,186.60
VENDOR SET 130 CAPITAL PROJECT FUND						TOTAL:	82,186.60

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000044	AIRGAS USA LLC	I-9160255913	211 5353-314	CHEMICALS	: CARBON DIOXIDE	162284	3,943.95
						VENDOR 01-000044 TOTALS	3,943.95
01-000189	BALLINGER AUTO COMPANY	I-202504300256	211 5353-460	OTHER PROPERT:	CLEAN LAGOON	162288	7,500.00
						VENDOR 01-000189 TOTALS	7,500.00
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	211 5353-311	OFFICE SUPPLI:	WALMART	162259	71.80
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	211 5353-531	POSTAGE	: UPS	162259	34.30
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	211 5353-531	POSTAGE	: UPS	162259	18.08
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	211 5353-531	POSTAGE	: UPS	162259	75.85
						VENDOR 01-000720 TOTALS	200.03
01-001070	AMEREN ILLINOIS	I-202504150104	211 5353-321	NATURAL GAS &:	RR2, SHED	010189	43.83
01-001070	AMEREN ILLINOIS	I-202504150107	211 5353-321	NATURAL GAS &:	2800 E LAKE PARADISE	010192	1,189.05
01-001070	AMEREN ILLINOIS	I-202504150173	211 5353-321	NATURAL GAS &:	1331 N CO RD 100 E P	010262	90.05
01-001070	AMEREN ILLINOIS	I-202504150197	211 5353-321	NATURAL GAS &:	2941 LAKE RD	010281	574.24
						VENDOR 01-001070 TOTALS	1,897.17
01-001620	VERIZON WIRELESS	I-6111102056	211 5353-533	CELLULAR PHON:	MOBILES	162279	78.05
01-001620	VERIZON WIRELESS	I-6111102056	211 5353-533	CELLULAR PHON:	MOBILES	162279	72.02
01-001620	VERIZON WIRELESS	I-6111102056	211 5353-533	CELLULAR PHON:	MOBILES	162279	154.92
						VENDOR 01-001620 TOTALS	304.99
01-003097	CINTAS	I-4226716829	211 5353-460	OTHER PROPERT:	MOP,MATS,TOWELS	162296	42.72
01-003097	CINTAS	I-4227463609	211 5353-460	OTHER PROPERT:	MOPS,TOWELS,MATS	162296	42.72
01-003097	CINTAS	I-4228204001	211 5353-460	OTHER PROPERT:	MOPS,TOWELS,MATS	162296	42.72
						VENDOR 01-003097 TOTALS	128.16
01-003206	BIRKEYS	I-P61492	211 5353-433	REPAIR OF MAC:	HOSE, GEAR CLAMPS	001638	12.68
01-003206	BIRKEYS	I-P61995	211 5353-433	REPAIR OF MAC:	WHEEL HUB	001638	185.03
						VENDOR 01-003206 TOTALS	197.71

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
=====							
01-003651	TOTAL HOME AND FARM VI	I-2822	211 5353-459	OTHER CONSTRU:	NETWORK CABLE RUN	162373	585.00
						VENDOR 01-003651 TOTALS	585.00
01-003730	BROOKS & ASSOCIATES	I-10937133	211 5353-730	IMPROVEMENTS :	BROOKS & ASSOCIATES	162293	4,567.96
01-003730	BROOKS & ASSOCIATES	I-31741126	211 5353-433	REPAIR OF MAC:	SERVICE PUMPS 1 & 2	162293	1,388.75
						VENDOR 01-003730 TOTALS	5,956.71
01-003953	AMAZON CAPITAL SERVICE	C-1RRH-XP39-KTXR	211 5353-377	PLANT EQUIPME:	RETURN	001641	180.00-
						VENDOR 01-003953 TOTALS	180.00-
01-004602	AEP ENERGY	I-202505010285	211 5353-321	NATURAL GAS &:	LAKE PARADISE SHED 2	162278	3.92
01-004602	AEP ENERGY	I-202505010285	211 5353-321	NATURAL GAS &:	2800 E LAKE RD 3021	162278	1,935.90
01-004602	AEP ENERGY	I-202505010285	211 5353-321	NATURAL GAS &:	12TH ST LIGHTING 334	162278	8.68
01-004602	AEP ENERGY	I-202505010285	211 5353-321	NATURAL GAS &:	LAKE MATTOON PUMP 34	162278	51.77
						VENDOR 01-004602 TOTALS	2,000.27
01-004677	CONSTELLATION NEWENERG	I-4291914	211 5353-321	NATURAL GAS &:	2941 LAKE ROAD	001643	552.61
01-004677	CONSTELLATION NEWENERG	I-4291914	211 5353-321	NATURAL GAS &:	RR2, WATER DEPT	001643	42.25
						VENDOR 01-004677 TOTALS	594.86
01-004683	PIONEER RESEARCH CORPO	I-266517	211 5353-730	IMPROVEMENTS :	DAM REPAIRS	162349	4,630.58
						VENDOR 01-004683 TOTALS	4,630.58
01-004790	SPEX CERTIPREP LLC	I-526403	211 5353-319	MISCELLANEOUS:	SPEX CERTIPREP LLC	001644	434.41
						VENDOR 01-004790 TOTALS	434.41
01-008600	COLES MOULTRIE ELECTRI	I-202504150202	211 5353-321	NATURAL GAS &:	RESERVOIR CONTROL AC	010286	12.75
01-008600	COLES MOULTRIE ELECTRI	I-202504150203	211 5353-321	NATURAL GAS &:	WATER PURIFICATION P	010287	8,275.16
						VENDOR 01-008600 TOTALS	8,287.91

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-023800	CONSOLIDATED COMMUNICA	I-202504150138	211 5353-532	TELEPHONE	: 234-2454	010211	355.17
						VENDOR 01-023800 TOTALS	355.17
01-035266	MIDWEST METER INC	I-0177258-IN	211 5353-433	REPAIR OF MAC:	CONTROLLER	001653	250.00
						VENDOR 01-035266 TOTALS	250.00
01-035365	MISSISSIPPI LIME COMPA	I-CD85226	211 5353-314	CHEMICALS	: LIME	162339	11,181.86
						VENDOR 01-035365 TOTALS	11,181.86
01-035600	KONE INC	I-1158898766	211 5353-435	ELEVATOR SERV:	SAFETY TEST ELEVATOR	001654	325.00
01-035600	KONE INC	I-871643121	211 5353-435	ELEVATOR SERV:	ELEVATOR MNTCE 4/202	001654	209.00
						VENDOR 01-035600 TOTALS	534.00
01-037976	PACE ANALYTICAL SERVIC	I-257211691	211 5353-519	OTHER PROFESS:	PACE ANALYTICAL SERV	162344	105.00
						VENDOR 01-037976 TOTALS	105.00
01-038300	PERRY'S LOCKSMITH	I-86430	211 5353-433	REPAIR OF MAC:	KEYS	162347	114.00
						VENDOR 01-038300 TOTALS	114.00
01-045171	USA BLUEBOOK	I-INV00677035	211 5353-319	MISCELLANEOUS:	USA BLUEBOOK	001657	809.22
01-045171	USA BLUEBOOK	I-INV00689931	211 5353-319	MISCELLANEOUS:	USA BLUEBOOK	001657	91.90
01-045171	USA BLUEBOOK	I-INV00690075	211 5353-319	MISCELLANEOUS:	USA BLUEBOOK	001657	2,010.90
						VENDOR 01-045171 TOTALS	2,912.02
						DEPARTMENT 353 WATER TREATMENT PLANT TOTAL:	51,933.80
01-000061	HOME DEPOT CREDIT SERV	I-202505010278	211 5354-319	MISCELLANEOUS:	BUCKETS	162325	9.29
						VENDOR 01-000061 TOTALS	9.29

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000117	FULLER-WENTE INC	I-12557	211 5354-439	OTHER REPAIR : CAP LINE		001634	3,725.00
						VENDOR 01-000117 TOTALS	3,725.00
01-001070	AMEREN ILLINOIS	I-202504150103	211 5354-321	NATURAL GAS &: 3919 DEWITT WATER TO	010188		69.50
01-001070	AMEREN ILLINOIS	I-202504150119	211 5354-321	NATURAL GAS &: 401 N DIVISION	010200		44.40
01-001070	AMEREN ILLINOIS	I-202504150122	211 5354-321	NATURAL GAS &: S 12TH ST	010202		29.37
01-001070	AMEREN ILLINOIS	I-202504150169	211 5354-321	NATURAL GAS &: 1201 MARSHALL PUMP S	010259		220.22
01-001070	AMEREN ILLINOIS	I-202504150174	211 5354-321	NATURAL GAS &: 1201 MARSHALL	010263		283.34
01-001070	AMEREN ILLINOIS	I-202504150182	211 5354-321	NATURAL GAS &: RR2, WATER DEPT	010269		195.63
01-001070	AMEREN ILLINOIS	I-202504150183	211 5354-321	NATURAL GAS &: 401 DEWITT	010270		295.47
01-001070	AMEREN ILLINOIS	I-202504150189	211 5354-321	NATURAL GAS &: 621 S 12TH	010275		52.47
01-001070	AMEREN ILLINOIS	I-202504150193	211 5354-321	NATURAL GAS &: 1201 MARSHALL	010278		381.54
						VENDOR 01-001070 TOTALS	1,571.94
01-001582	AUTO, TRUCK AND FARM R	I-85534	211 5354-434	REPAIR OF VEH: UNIT 501 REPAIRS		162287	369.00
						VENDOR 01-001582 TOTALS	369.00
01-001620	VERIZON WIRELESS	I-61111102056	211 5354-533	CELL PHONES : MOBILES		162279	54.01
						VENDOR 01-001620 TOTALS	54.01
01-002934	SOUTH CENTRAL FS, INC.	I-202504240227	211 5354-326	FUEL : MARCH FUEL		001616	2,342.37
						VENDOR 01-002934 TOTALS	2,342.37
01-002958	BATTERY SPECIALISTS, I	I-209354	211 5354-318	VEHICLE PARTS: BATTERY SPECIALISTS,	162290		33.32
						VENDOR 01-002958 TOTALS	33.32
01-002990	CINTAS	I-5264106107	211 5354-313	MEDICAL & SAF: MEDICAL SUPPLIES		162295	24.53
						VENDOR 01-002990 TOTALS	24.53
01-003166	I 70 TRUCK CENTER, INC	I-44336	211 5354-318	VEHICLE PARTS: HOOD LATCH KITS		001636	77.84
						VENDOR 01-003166 TOTALS	77.84

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
=====							
01-003206	BIRKEYS	I-P61490	211 5354-318	VEHICLE PARTS:	FILTERS, OIL	001638	29.53
01-003206	BIRKEYS	I-P61673	211 5354-316	TOOLS & EQUIP:	BIRKEYS	001638	745.00
01-003206	BIRKEYS	I-P61737	211 5354-319	MISCELLANEOUS:	BIRKEYS	001638	20.67
01-003206	BIRKEYS	I-P61957	211 5354-318	VEHICLE PARTS:	BLADES	001638	33.34
01-003206	BIRKEYS	I-W38656	211 5354-434	REPAIR OF VEH:	SWEEPER REPAIRS	001638	845.36
01-003206	BIRKEYS	I-W38710	211 5354-433	REPAIR OF MAC:	TRACKHOE REPAIRS	001638	82.51
01-003206	BIRKEYS	I-W38720	211 5354-434	REPAIR OF VEH:	TRUCK REPAIRS	001638	474.86
01-003206	BIRKEYS	I-W38728	211 5354-433	REPAIR OF MAC:	BACKHOE REPAIRS	001638	172.38
01-003206	BIRKEYS	I-W38786	211 5354-433	REPAIR OF MAC:	BACKHOE REPAIRS	001638	475.03
						VENDOR 01-003206 TOTALS	2,878.68
=====							
01-003270	DARRIN'S TIRE AND AUTO	I-27092	211 5354-434	REPAIR OF VEH:	UNIT 525 REPAIRS	162307	195.73
						VENDOR 01-003270 TOTALS	195.73
=====							
01-003751	FIELD WRXS INC.	I-4291	211 5354-432	REPAIR OF STR:	CLEAN SMOKE TECTORS	162316	221.25
						VENDOR 01-003751 TOTALS	221.25
=====							
01-004229	HEARTLAND MACHINE & SU	I-135676	211 5354-434	REPAIR OF VEH:	REPAIR FRAME ON DUMP	162324	177.14
						VENDOR 01-004229 TOTALS	177.14
=====							
01-004489	FATBOYS OFFROAD, LLC	I-0377	211 5354-434	REPAIR OF VEH:	UNIT 517 REPAIRS	162315	224.25
						VENDOR 01-004489 TOTALS	224.25
=====							
01-004602	AEP ENERGY	I-202505010285	211 5354-321	NATURAL GAS &:	401 DEWITT 2851	162278	105.26
01-004602	AEP ENERGY	I-202505010285	211 5354-321	NATURAL GAS &:	1201 MARSHALL 2907	162278	6.68
01-004602	AEP ENERGY	I-202505010285	211 5354-321	NATURAL GAS &:	RR2, WATER DEPT 3111	162278	0.01
01-004602	AEP ENERGY	I-202505010285	211 5354-321	NATURAL GAS &:	1201 MARSHALL 3144	162278	189.82
01-004602	AEP ENERGY	I-202505010285	211 5354-321	NATURAL GAS &:	SWORDS STANDPIPE 320	162278	101.12
01-004602	AEP ENERGY	I-202505010285	211 5354-321	NATURAL GAS &:	W 121 WATER TOWER 32	162278	29.05
01-004602	AEP ENERGY	I-202505010285	211 5354-321	NATURAL GAS &:	621 S 12TH 3379	162278	9.73
01-004602	AEP ENERGY	I-202505010285	211 5354-321	NATURAL GAS &:	12TH STREET PUMP 341	162278	238.88
01-004602	AEP ENERGY	I-202505010285	211 5354-321	NATURAL GAS &:	S 12TH ST 3537	162278	11.86
01-004602	AEP ENERGY	I-202505010285	211 5354-321	NATURAL GAS &:	E TOWER DIVISION 355	162278	5.19
						VENDOR 01-004602 TOTALS	697.60

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004658	RUMPKE WASTE SERV OF I	I-0028144	211 5354-460	OTHER PROPERT:	TRASH SERVICES	010320	115.67
VENDOR 01-004658 TOTALS							115.67
01-004677	CONSTELLATION NEWENERG	I-4291914	211 5354-321	NATURAL GAS &:	401 DEWITT	001643	133.68
01-004677	CONSTELLATION NEWENERG	I-4291914	211 5354-321	NATURAL GAS &:	1201 MARSHALL	001643	241.18
VENDOR 01-004677 TOTALS							374.86
01-008600	COLES MOULTRIE ELECTRI	I-202504150201	211 5354-321	NATURAL GAS &:	SBLHC PUMP STA	010285	955.17
VENDOR 01-008600 TOTALS							955.17
01-016140	FASTENAL COMPANY	I-ILMAT172630	211 5354-316	TOOLS & EQUIP:	FASTENAL COMPANY	001648	38.44
VENDOR 01-016140 TOTALS							38.44
01-023800	CONSOLIDATED COMMUNICA	I-202504150131	211 5354-532	TELEPHONE	: 101-5460	010205	166.35
01-023800	CONSOLIDATED COMMUNICA	I-202504150134	211 5354-532	TELEPHONE	: 235-5654	010208	12.38
VENDOR 01-023800 TOTALS							178.73
01-025600	ILMO PRODUCTS COMPANY	I-0001546131	211 5354-440	RENTALS	: CYLINDER RENTAL	001651	9.00
01-025600	ILMO PRODUCTS COMPANY	I-0001550516	211 5354-440	RENTALS	: PROPANE	001651	22.40
VENDOR 01-025600 TOTALS							31.40
01-025682	IMCO UTILITY SUPPLY	I-1138822-00	211 5354-371	WATER PIPE	: GATE VALVES, GASKETS,	162328	4,394.13
01-025682	IMCO UTILITY SUPPLY	I-1139067-00	211 5354-374	SERVICE LINE	: METER BOXES	162328	7,783.00
01-025682	IMCO UTILITY SUPPLY	I-1140216-00	211 5354-371	WATER PIPE	: CLAMP	162328	679.00
VENDOR 01-025682 TOTALS							12,856.13
01-030000	KULL LUMBER CO	I-202504290238	211 5354-319	MISCELLANEOUS:	FAUCET BARREL, O-RIN	162332	1.53
01-030000	KULL LUMBER CO	I-202504290238	211 5354-379	OTHER WATER M:	VALVE GATE, TEE	162332	18.98
01-030000	KULL LUMBER CO	I-202504290238	211 5354-316	TOOLS & EQUIP:	PLIERS, HEX BUSH	162332	13.99
VENDOR 01-030000 TOTALS							34.50

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-030083	LANMAN OIL CO INC	I-202504290240	211 5354-326	FUEL	: CHAINSAW FUEL	162333	9.37
					VENDOR 01-030083 TOTALS		9.37
01-031000	LORENZ SUPPLY CO.	I-651404	211 5354-460	OTHER PROPERT:	TRASH CONTAINER & LI 001652		27.95
					VENDOR 01-031000 TOTALS		27.95
01-033800	MATTOON WATER DEPT	I-202504150140	211 5354-321	NATURAL GAS &:	401 DEWITT	010213	38.96
					VENDOR 01-033800 TOTALS		38.96
01-038300	PERRY'S LOCKSMITH	I-11-86186	211 5354-432	REPAIR OF STR:	REPAIR LOCK	162347	33.33
					VENDOR 01-038300 TOTALS		33.33
01-040467	SAFETY COMPLIANCE	I-37124	211 5354-313	MEDICAL & SAF:	GLOVES	162357	170.00
01-040467	SAFETY COMPLIANCE	I-37125	211 5354-313	MEDICAL & SAF:	GLOVES	162357	170.00
					VENDOR 01-040467 TOTALS		340.00
01-045523	VERMEER SALES & SERVIC	I-P01151	211 5354-318	VEHICLE PARTS:	SWITCH	162376	23.34
01-045523	VERMEER SALES & SERVIC	I-P01219	211 5354-316	TOOLS & EQUIP:	RECOIL LANYARD	162376	19.00
					VENDOR 01-045523 TOTALS		42.34
DEPARTMENT 354 WATER DISTRIBUTION						TOTAL:	27,678.80
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	211 5355-311	OFFICE SUPPLI:	STAPLES	162259	60.28
					VENDOR 01-000720 TOTALS		60.28
01-001620	VERIZON WIRELESS	I-6111102056	211 5355-532	TELEPHONE	: MOBILES	162279	36.01
					VENDOR 01-001620 TOTALS		36.01
01-002553	EXPRESS SERVICES, INC.	I-32189020	211 5355-519	OTHER PROFESS:	OFFICE CLERK 3/31 TO 001635		441.63

01/02/2025 1:13 PM	REGULAR DEPARTMENT PAYMENT REPORT	PAGE: 43
VENDOR SET: 01 CITY OF MATTOON		BANK: APBNK
FUND : 211 WATER FUND		
DEPARTMENT: 355 ACCOUNTING & COLLECTION		
INVOICE DATE RANGE: 1/01/1998 THRU 99/99/9999		
PAY DATE RANGE: 4/16/2025 THRU 5/06/2025		
BUDGET TO USE: DR-DEPARTMENT REQUESTED		

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
=====							
01-002553	EXPRESS SERVICES, INC.	I-32211610	211 5355-519	OTHER PROFESS:	OFFICE CLERK 4/7 TO	001635	495.72
01-002553	EXPRESS SERVICES, INC.	I-32243710	211 5355-519	OTHER PROFESS:	OFFICE CLERK 4/14-18	001635	255.61
					VENDOR 01-002553 TOTALS		1,192.96
=====							
01-002934	SOUTH CENTRAL FS, INC.	I-202504240227	211 5355-326	FUEL	: MARCH FUEL	001616	289.50
					VENDOR 01-002934 TOTALS		289.50
=====							
01-003270	DARRIN'S TIRE AND AUTO	I-27207	211 5355-434	REPAIR OF VEH:	UNIT 7251 REPAIRS	162307	154.36
					VENDOR 01-003270 TOTALS		154.36
=====							
01-004496	BADGER METER	I-80193766	211 5355-516	TECHNOLOGY SU:	MOBILE READ	162391	2,004.00
					VENDOR 01-004496 TOTALS		2,004.00
=====							
01-004758	MARLIN LEASING CORPORA	I-40403903	211 5355-814	PRINTING/COPY:	COPIER	162337	89.80
					VENDOR 01-004758 TOTALS		89.80
=====							
01-023800	CONSOLIDATED COMMUNICA	I-202504150134	211 5355-532	TELEPHONE	: 235-5654	010208	85.06
					VENDOR 01-023800 TOTALS		85.06
=====							
01-035266	MIDWEST METER INC	I-0177451-IN	211 5355-373	WATER METERS :	METER BASE, GASKETS	001653	70.20
01-035266	MIDWEST METER INC	I-0177462-IN	211 5355-373	WATER METERS :	MIDWEST METER INC	001653	527.50
					VENDOR 01-035266 TOTALS		597.70
=====							
DEPARTMENT 355 ACCOUNTING & COLLECTION TOTAL:							4,509.67

01-001620	VERIZON WIRELESS	I-6111102056	211 5356-533	CELLULAR PHON:	MOBILES	162279	12.00
					VENDOR 01-001620 TOTALS		12.00
=====							
01-003488	S.S.C. SERVICES, INC.	I-9066	211 5356-460	OTHER PROPERT:	JANITORIAL SERVICES	001639	66.00

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 211 WATER FUND

BANK: APBNK

DEPARTMENT: 356 ADMINISTRATIVE & GENERAL

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-003488	S.S.C. SERVICES, INC.	I-9068	211 5356-460	OTHER PROPERT:	JANITORIAL SERVICES	001639	66.00
					VENDOR 01-003488	TOTALS	132.00
				DEPARTMENT 356	ADMINISTRATIVE & GENERAL	TOTAL:	144.00
				VENDOR SET 211	WATER FUND	TOTAL:	84,266.27

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-000061	HOME DEPOT CREDIT SERV	I-202505010278	212 5342-319	MISCELLANEOUS:	BUCKETS	162325	9.28
					VENDOR 01-000061 TOTALS		9.28
01-001070	AMEREN ILLINOIS	I-202504150183	212 5342-321	UTILITIES	: 401 DEWITT	010270	295.48
					VENDOR 01-001070 TOTALS		295.48
01-001582	AUTO, TRUCK AND FARM R	I-85534	212 5342-434	REPAIR OF VEH:	UNIT 501 REPAIRS	162287	369.00
					VENDOR 01-001582 TOTALS		369.00
01-001620	VERIZON WIRELESS	I-6111102056	212 5342-533	CELL PHONES	: MOBILES	162279	54.02
					VENDOR 01-001620 TOTALS		54.02
01-002934	SOUTH CENTRAL FS, INC.	I-202504240227	212 5342-326	FUEL	: MARCH FUEL	001616	2,342.37
					VENDOR 01-002934 TOTALS		2,342.37
01-002958	BATTERY SPECIALISTS, I	I-209354	212 5342-318	VEHICLE PARTS:	BATTERY SPECIALISTS,	162290	33.31
					VENDOR 01-002958 TOTALS		33.31
01-002990	CINTAS	I-5264106107	212 5342-313	MEDICAL & SAF:	MEDICAL SUPPLIES	162295	24.52
					VENDOR 01-002990 TOTALS		24.52
01-003166	I 70 TRUCK CENTER, INC	I-44336	212 5342-318	VEHICLE PARTS:	HOOD LATCH KITS	001636	77.83
					VENDOR 01-003166 TOTALS		77.83
01-003206	BIRKEYS	I-P61490	212 5342-318	VEHICLE PARTS:	FILTERS, OIL	001638	29.53
01-003206	BIRKEYS	I-P61673	212 5342-316	TOOLS & EQUIP:	BIRKEYS	001638	745.00
01-003206	BIRKEYS	I-P61737	212 5342-319	MISCELLANEOUS:	BIRKEYS	001638	20.66
01-003206	BIRKEYS	I-P61957	212 5342-318	VEHICLE PARTS:	BLADES	001638	33.34
01-003206	BIRKEYS	I-W38656	212 5342-434	REPAIR OF VEH:	SWEEPER REPAIRS	001638	845.36
01-003206	BIRKEYS	I-W38710	212 5342-433	REPAIR OF MAC:	TRACKHOE REPAIRS	001638	82.51

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-003206	BIRKEYS	I-W38720	212 5342-434	REPAIR OF VEH:	TRUCK REPAIRS	001638	474.85
01-003206	BIRKEYS	I-W38728	212 5342-433	REPAIR OF MAC:	BACKHOE REPAIRS	001638	172.39
01-003206	BIRKEYS	I-W38786	212 5342-433	REPAIR OF MAC:	BACKHOE REPAIRS	001638	475.02
VENDOR 01-003206 TOTALS							2,878.66
01-003270	DARRIN'S TIRE AND AUTO	I-27092	212 5342-434	REPAIR OF VEH:	UNIT 525 REPAIRS	162307	195.74
VENDOR 01-003270 TOTALS							195.74
01-003751	FIELD WRXS INC.	I-4291	212 5342-432	REPAIR OF STR:	CLEAN SMOKE TECTORS	162316	221.25
VENDOR 01-003751 TOTALS							221.25
01-003999	SUBSURFACE SOLUTIONS	I-26444	212 5342-863	COMPUTERS	: MAPPING PORTAL	162366	2,160.00
VENDOR 01-003999 TOTALS							2,160.00
01-004229	HEARTLAND MACHINE & SU	I-135676	212 5342-434	REPAIR OF VEH:	REPAIR FRAME ON DUMP	162324	177.13
VENDOR 01-004229 TOTALS							177.13
01-004489	FATBOYS OFFROAD, LLC	I-0377	212 5342-434	REPAIR OF VEH:	UNIT 517 REPAIRS	162315	224.25
VENDOR 01-004489 TOTALS							224.25
01-004602	AEP ENERGY	I-202505010285	212 5342-321	UTILITIES	: 401 DEWITT 2851	162278	105.25
VENDOR 01-004602 TOTALS							105.25
01-004658	RUMPKE WASTE SERV OF I	I-0028144	212 5342-460	OTHER PROPERT:	TRASH SERVICES	010320	115.68
VENDOR 01-004658 TOTALS							115.68
01-004677	CONSTELLATION NEWENERG	I-4291914	212 5342-321	UTILITIES	: 401 DEWITT	001643	133.67
01-004677	CONSTELLATION NEWENERG	I-4291914	212 5342-321	UTILITIES	: 820 S 5TH	001643	129.03
01-004677	CONSTELLATION NEWENERG	I-4291914	212 5342-321	UTILITIES	: 820 S 5TH PLACE	001643	15.23
VENDOR 01-004677 TOTALS							277.93

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-016140	FASTENAL COMPANY	I-ILMAT172630	212 5342-316	TOOLS & EQUIP:	FASTENAL COMPANY	001648	38.44
VENDOR 01-016140 TOTALS							38.44
01-023800	CONSOLIDATED COMMUNICA	I-202504150131	212 5342-532	TELEPHONE	: 101-5460	010205	166.34
01-023800	CONSOLIDATED COMMUNICA	I-202504150134	212 5342-532	TELEPHONE	: 235-5654	010208	12.38
VENDOR 01-023800 TOTALS							178.72
01-025600	ILMO PRODUCTS COMPANY	I-0001546131	212 5342-440	RENTALS	: CYLINDER RENTAL	001651	9.00
01-025600	ILMO PRODUCTS COMPANY	I-0001550516	212 5342-440	RENTALS	: PROPANE	001651	22.40
VENDOR 01-025600 TOTALS							31.40
01-025682	IMCO UTILITY SUPPLY	I-1140238-00	212 5342-364	SEWER LINE RE:	COUPLING	162328	645.00
VENDOR 01-025682 TOTALS							645.00
01-030000	KULL LUMBER CO	I-202504290238	212 5342-319	MISCELLANEOUS:	FAUCET BARREL, O-RIN	162332	1.53
01-030000	KULL LUMBER CO	I-202504290238	212 5342-363	BACKFILL & SU:	CONCRETE MIX	162332	63.84
01-030000	KULL LUMBER CO	I-202504290238	212 5342-316	TOOLS & EQUIP:	PLIERS, HEX BUSH	162332	13.99
VENDOR 01-030000 TOTALS							79.36
01-030083	LANMAN OIL CO INC	I-202504290240	212 5342-326	FUEL	: CHAINSAW FUEL	162333	9.37
VENDOR 01-030083 TOTALS							9.37
01-031000	LORENZ SUPPLY CO.	I-651404	212 5342-460	OTHER PROPERT:	TRASH CONTAINER & LI	001652	27.95
VENDOR 01-031000 TOTALS							27.95
01-033800	MATTOON WATER DEPT	I-202504150140	212 5342-321	UTILITIES	: 401 DEWITT	010213	38.95
VENDOR 01-033800 TOTALS							38.95
01-035154	MID-ILLINOIS CONCRETE	I-287121	212 5342-363	BACKFILL & SU:	HOT PATCH, FLOWABLE	162338	1,992.00
01-035154	MID-ILLINOIS CONCRETE	I-287693	212 5342-363	BACKFILL & SU:	CURB & GUTTER	162338	525.00

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-035154	MID-ILLINOIS CONCRETE	I-287792	212 5342-364	SEWER LINE RE: 13TH & GRANT		162338	316.25
						VENDOR 01-035154 TOTALS	2,833.25
01-038300	PERRY'S LOCKSMITH	I-11-86186	212 5342-432	REPAIR OF STR: REPAIR LOCK		162347	33.34
						VENDOR 01-038300 TOTALS	33.34
01-040467	SAFETY COMPLIANCE	I-37124	212 5342-313	MEDICAL & SAF: GLOVES		162357	170.00
01-040467	SAFETY COMPLIANCE	I-37125	212 5342-313	MEDICAL & SAF: GLOVES		162357	170.00
						VENDOR 01-040467 TOTALS	340.00
01-045523	VERMEER SALES & SERVIC	I-P01151	212 5342-318	VEHICLE PARTS: SWITCH		162376	23.33
01-045523	VERMEER SALES & SERVIC	I-P01219	212 5342-316	TOOLS & EQUIP: RECOIL LANYARD		162376	18.99
						VENDOR 01-045523 TOTALS	42.32
						DEPARTMENT 342 SEWER COLLECTION SYSTEM TOTAL:	13,859.80
01-001620	VERIZON WIRELESS	I-6111641655	212 5343-533	CELLULAR PHON: MOBILES		162375	159.22
						VENDOR 01-001620 TOTALS	159.22
01-004602	AEP ENERGY	I-202505010285	212 5343-321	NATURAL GAS &: 4220 DEWITT 3425		162278	12.62
						VENDOR 01-004602 TOTALS	12.62
01-009000	COMMERCIAL ELECTRIC, I	I-TM-000347	212 5343-433	REPAIR OF MAC: CHANGE OUT RELAY		001646	234.00
						VENDOR 01-009000 TOTALS	234.00
						DEPARTMENT 343 SEWER LIFT STATIONS TOTAL:	405.84
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	212 5344-316	TOOLS & EQUIP: HOME DEPOT		162259	65.94
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	212 5344-562	TRAVEL & TRAI: IL AWWA		162259	168.00
						VENDOR 01-000720 TOTALS	233.94

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-001070	AMEREN ILLINOIS	I-202504150095	212 5344-321	NATURAL GAS &:	1221 REMINGTON RD	010180	62.03
01-001070	AMEREN ILLINOIS	I-202504150102	212 5344-321	NATURAL GAS &:	4220 DEWITT LIFT STA	010187	49.90
01-001070	AMEREN ILLINOIS	I-202504150106	212 5344-321	NATURAL GAS &:	S 12TH ST SHED	010191	39.04
01-001070	AMEREN ILLINOIS	I-202504150123	212 5344-321	NATURAL GAS &:	S 9TH ST	010203	39.04
01-001070	AMEREN ILLINOIS	I-202504150170	212 5344-321	NATURAL GAS &:	820 S 5TH PLACE	010260	178.40
01-001070	AMEREN ILLINOIS	I-202504150176	212 5344-321	NATURAL GAS &:	820 S 5TH PLACE	010265	117.14
01-001070	AMEREN ILLINOIS	I-202504150187	212 5344-321	NATURAL GAS &:	820 S 5TH PLACE DIGE	010273	1,286.90
01-001070	AMEREN ILLINOIS	I-202504150188	212 5344-321	NATURAL GAS &:	820 S 5TH PLACE GRIT	010274	151.65
01-001070	AMEREN ILLINOIS	I-202504150192	212 5344-321	NATURAL GAS &:	820 S 5TH SAND FILTE	010277	72.86
01-001070	AMEREN ILLINOIS	I-202504150195	212 5344-321	NATURAL GAS &:	820 S 5TH PLACE OFC/	010280	230.86
01-001070	AMEREN ILLINOIS	I-202504150199	212 5344-321	NATURAL GAS &:	820 S 5TH PLACE SHOP	010283	317.69
VENDOR 01-001070 TOTALS							2,545.51
01-001620	VERIZON WIRELESS	I-6111102056	212 5344-533	CELLULAR PHON: MOBILES		162279	78.05
01-001620	VERIZON WIRELESS	I-6111102056	212 5344-533	CELLULAR PHON: MOBILES		162279	12.01
01-001620	VERIZON WIRELESS	I-6111102056	212 5344-533	CELLULAR PHON: MOBILES		162279	72.02
01-001620	VERIZON WIRELESS	I-6111102056	212 5344-533	CELLULAR PHON: MOBILES		162279	52.35
01-001620	VERIZON WIRELESS	I-6111102056	212 5344-533	CELLULAR PHON: MOBILES		162279	36.01
01-001620	VERIZON WIRELESS	I-6111102056	212 5344-533	CELLULAR PHON: MOBILES		162279	36.01
VENDOR 01-001620 TOTALS							286.45
01-002749	SIGEL WELDING, INC.	I-33000	212 5344-439	OTHER REPAIR : MACHINE	PLASTIC BEAR	162361	88.00
VENDOR 01-002749 TOTALS							88.00
01-003077	TEKLAB, INC.	I-324834	212 5344-439	OTHER REPAIR : QUARTERLY	SLUDGE	162370	783.20
01-003077	TEKLAB, INC.	I-324852	212 5344-439	OTHER REPAIR : SEMI-ANNUAL	SLUDGE	162370	1,395.20
01-003077	TEKLAB, INC.	I-324911	212 5344-439	OTHER REPAIR : SEMI-ANNUAL	WASTEWAT	162370	3,018.00
VENDOR 01-003077 TOTALS							5,196.40
01-003270	DARRIN'S TIRE AND AUTO	I-27129	212 5344-434	REPAIR OF VEH: UNIT 529	REPAIRS	162307	405.32
VENDOR 01-003270 TOTALS							405.32
01-003943	FESSI	I-E132282	212 5344-313	MEDICAL & SAF: EXTINGUISHER	MNTCE	001640	871.50
VENDOR 01-003943 TOTALS							871.50

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-004298	WM CORPORATE SERVICES, I-0185284-2754-7		212 5344-460	OTHER PROPERT:	TRASH SERVICES	010241	246.47
						VENDOR 01-004298 TOTALS	246.47
01-004602	AEP ENERGY	I-202505010285	212 5344-321	NATURAL GAS &:	11669 US HWY 45 2963 162278		113.49
01-004602	AEP ENERGY	I-202505010285	212 5344-321	NATURAL GAS &:	GARFIELD/28TH LIFT S 162278		54.86
01-004602	AEP ENERGY	I-202505010285	212 5344-321	NATURAL GAS &:	3601 OAK 3100 162278		33.58
01-004602	AEP ENERGY	I-202505010285	212 5344-321	NATURAL GAS &:	820 S 5TH PLACE 3155 162278		13,993.85
01-004602	AEP ENERGY	I-202505010285	212 5344-321	NATURAL GAS &:	1503 N 19TH LIFT STA 162278		13.90
01-004602	AEP ENERGY	I-202505010285	212 5344-321	NATURAL GAS &:	600 N LOGAN 3290 162278		9.95
01-004602	AEP ENERGY	I-202505010285	212 5344-321	NATURAL GAS &:	2521 N 6TH 3357 162278		1,215.11
01-004602	AEP ENERGY	I-202505010285	212 5344-321	NATURAL GAS &:	206 MCFALL ROAD 3368 162278		5.50
01-004602	AEP ENERGY	I-202505010285	212 5344-321	NATURAL GAS &:	S 9TH ST 5870 162278		0.01
01-004602	AEP ENERGY	I-202505010285	212 5344-321	NATURAL GAS &:	S 12TH ST SHED 6755 162278		0.01
						VENDOR 01-004602 TOTALS	15,440.26
01-004677	CONSTELLATION NEWENERG I-4291914		212 5344-321	NATURAL GAS &:	820 S 5TH PLACE 001643		72.30
01-004677	CONSTELLATION NEWENERG I-4291914		212 5344-321	NATURAL GAS &:	820 S 5TH PLACE 001643		1,391.48
01-004677	CONSTELLATION NEWENERG I-4291914		212 5344-321	NATURAL GAS &:	820 S 5TH PLACE 001643		43.45
01-004677	CONSTELLATION NEWENERG I-4291914		212 5344-321	NATURAL GAS &:	820 S 5TH PLACE 001643		106.43
01-004677	CONSTELLATION NEWENERG I-4291914		212 5344-321	NATURAL GAS &:	820 S 5TH PLACE 001643		149.92
						VENDOR 01-004677 TOTALS	1,763.58
01-004758	MARLIN LEASING CORPORA I-40400988		212 5344-814	COPY MACHINE :	COPIER 162337		116.27
						VENDOR 01-004758 TOTALS	116.27
01-008600	COLES MOULTRIE ELECTRI I-202504150205		212 5344-321	NATURAL GAS &:	BUXTON CENTRE LIFT S 010289		163.07
01-008600	COLES MOULTRIE ELECTRI I-202504150206		212 5344-321	NATURAL GAS &:	GOLDEN VALLEY LIFT S 010290		795.73
01-008600	COLES MOULTRIE ELECTRI I-202504150207		212 5344-321	NATURAL GAS &:	SBLHC LIFT STA 010291		459.12
01-008600	COLES MOULTRIE ELECTRI I-202504150208		212 5344-321	NATURAL GAS &:	LLC LIFT STA 010292		111.05
						VENDOR 01-008600 TOTALS	1,528.97
01-016000	JOHN DEERE FINANCIAL I-202504300250		212 5344-366	PLANT MTCE & :	VARNISH,ROD FRAME 162329		10.47
01-016000	JOHN DEERE FINANCIAL I-202504300250		212 5344-314	CHEMICALS :	WEED KILLER 162329		169.97
						VENDOR 01-016000 TOTALS	180.44

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: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-037050	NIEMEYER REPAIR SERVIC	I-141791	212 5344-318	VEHICLE PARTS:	DISCHARGE COVER	162342	39.15
01-037050	NIEMEYER REPAIR SERVIC	I-142315	212 5344-433	REPAIR OF MAC:	TRACTOR REPAIR	162342	166.57
						VENDOR 01-037050 TOTALS	205.72
01-044325	TERMINIX	I-646366	212 5344-460	OTHER PROPERT:	PEST CONTROL	162371	60.00
						VENDOR 01-044325 TOTALS	60.00
01-045171	USA BLUEBOOK	I-INV00673923	212 5344-319	MISCELLANEOUS:	USA BLUEBOOK	001657	614.96
						VENDOR 01-045171 TOTALS	614.96
				DEPARTMENT 344	WASTEWATER TREATMNT PLANT	TOTAL:	29,783.79
01-000720	ELAN FINANCIAL SERVICE	I-202504250236	212 5345-311	OFFICE SUPPLI:	STAPLES	162259	60.28
						VENDOR 01-000720 TOTALS	60.28
01-001620	VERIZON WIRELESS	I-61111102056	212 5345-532	TELEPHONE	: MOBILES	162279	36.01
						VENDOR 01-001620 TOTALS	36.01
01-002553	EXPRESS SERVICES, INC.	I-32189020	212 5345-519	OTHER PROFESS:	OFFICE CLERK 3/31 TO	001635	441.62
01-002553	EXPRESS SERVICES, INC.	I-32211610	212 5345-519	OTHER PROFESS:	OFFICE CLERK 4/7 TO	001635	495.72
01-002553	EXPRESS SERVICES, INC.	I-32243710	212 5345-519	OTHER PROFESS:	OFFICE CLERK 4/14-18	001635	255.62
						VENDOR 01-002553 TOTALS	1,192.96
01-002934	SOUTH CENTRAL FS, INC.	I-202504240227	212 5345-326	FUEL	: MARCH FUEL	001616	289.50
						VENDOR 01-002934 TOTALS	289.50
01-003270	DARRIN'S TIRE AND AUTO	I-27207	212 5345-434	REPAIR OF VEH:	UNIT 7251 REPAIRS	162307	154.36
						VENDOR 01-003270 TOTALS	154.36

VENDOR SET: 01 CITY OF MATTOON

BANK: APBNK

FUND : 212 SEWER FUND

DEPARTMENT: 345 ACCOUNTING & COLLECTION

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
=====							
01-004496	BADGER METER	I-80193766	212 5345-516	TECHNOLOGY SU:	MOBILE READ	162391	2,004.00
						VENDOR 01-004496 TOTALS	2,004.00
01-004758	MARLIN LEASING CORPORA	I-40403903	212 5345-814	PRINTING/COPY:	COPIER	162337	89.80
						VENDOR 01-004758 TOTALS	89.80
01-023800	CONSOLIDATED COMMUNICA	I-202504150134	212 5345-532	TELEPHONE	: 235-5654	010208	85.06
						VENDOR 01-023800 TOTALS	85.06
01-035266	MIDWEST METER INC	I-0177451-IN	212 5345-373	WATER METERS :	METER BASE, GASKETS	001653	70.20
01-035266	MIDWEST METER INC	I-0177462-IN	212 5345-373	WATER METERS :	MIDWEST METER INC	001653	527.50
						VENDOR 01-035266 TOTALS	597.70
DEPARTMENT 345 ACCOUNTING & COLLECTION						TOTAL:	4,509.67

01-003488	S.S.C. SERVICES, INC.	I-9066	212 5346-460	OTHER PROPERT:	JANITORIAL SERVICES	001639	66.00
01-003488	S.S.C. SERVICES, INC.	I-9068	212 5346-460	OTHER PROPERT:	JANITORIAL SERVICES	001639	66.00
						VENDOR 01-003488 TOTALS	132.00
DEPARTMENT 346 ADMINISTRATIVE & GENERAL						TOTAL:	132.00

VENDOR SET 212 SEWER FUND						TOTAL:	48,691.10
REPORT GRAND TOTAL:							801,050.19

** G/L ACCOUNT TOTALS **

				=====LINE ITEM=====			=====GROUP BUDGET=====	
				ANNUAL	BUDGET	OVER	ANNUAL	BUDGET OVER
YEAR	ACCOUNT	NAME	AMOUNT	BUDGET	AVAILABLE	BUDG	BUDGET	AVAILABLE BUDG
2024-2025	110-2150	DEMOLITION ESCROW PAYABLE	10,000.00					
	110-4436-010	AMBULANCE BILLI*NON-EXPENS	100.00	1,200,000-	139,947.29			
	110-4485-010	CAMPING FEES-EA*NON-EXPENS	1,150.00	150,000-	5,015.76			
	110-5110-532	TELEPHONE	37.13	800	376.56			
	110-5110-579	MISC OTHER PURCHASED SERVI	13,732.97	2,000	19,832.97-	Y		
	110-5110-825	GRANTS	50,794.70	30,000	1,558,167.96-	Y		
	110-5110-827	VGT ALLOCATION-DEMOLITIONS	5,486.00	128,000	1,547.16-	Y		
	110-5110-828	VGT ALLOCATION-CITY PROPER	22,017.58	128,000	61,250.52			
	110-5110-829	VGT ALLOCATION-EQUIPMENT	31,687.04	128,000	5,959.18-	Y		
	110-5120-519	OTHER PROFESSIONAL SERVICE	80.00	18,720	1,931.79-	Y		
	110-5120-531	POSTAGE	10.10	1,600	52.66			
	110-5120-532	TELEPHONE	218.56	5,400	1,741.01			
	110-5120-814	PRINT/COPY MACH LEASE & MA	522.82	8,400	30.65-	Y		
	110-5130-532	TELEPHONE	37.15	420	203.46			
	110-5150-532	TELEPHONE	74.25	2,000	367.13			
	110-5170-325	SOFTWARE	16.00	6,450	2,868.05			
	110-5170-533	CELLULAR PHONE	120.71	1,450	1.88			
	110-5170-852	NETWORK SECURITY SYSTEMS	30.00	9,720	7,939.61-	Y		
	110-5170-854	WIDE AREA NETWORK WIRING A	769.21	7,200	1,042.61-	Y		
	110-5170-863	COMPUTERS	67.19	10,000	3,379.44			
	110-5211-311	OFFICE SUPPLIES	178.58	4,500	321.94-	Y		
	110-5211-315	UNIFORMS & CLOTHING	34.60	6,500	5,267.64-	Y		
	110-5211-531	POSTAGE	176.52	3,500	525.64			
	110-5211-532	TELEPHONE	2,490.16	27,000	1,204.53			
	110-5211-533	CELLULAR PHONE	687.12	10,500	5,225.74-	Y		
	110-5211-537	I-WIN ACCESS CHARGE	437.47	5,300	143.14-	Y		
	110-5211-550	PRINTING & BINDING	725.00	2,500	3,545.30-	Y		
	110-5211-579	MISC OTHER PURCHASED SERVI	960.00	240,000	16,169.93			
	110-5211-814	PRINT/COPY MACH LEASE & MA	391.21	5,500	839.41-	Y		
	110-5211-825	SEIZURES/FORFEITURE EXP.	536.00	8,500	36,969.63-	Y		
	110-5211-827	DUI/DRUG EXPENDITURES	4,484.80	10,500	140.91			
	110-5212-319	MISCELLANEOUS SUPPLIES	1,720.76	9,000	1,343.27			
	110-5213-319	MISCELLANEOUS SUPPLIES	59.00	3,000	36.29			
	110-5213-863	COMPUTERS	13,299.00	1,500	11,994.23-	Y		
	110-5223-318	VEHICLE PARTS	368.98	7,000	601.91			
	110-5223-326	FUEL	8,032.45	90,000	3,651.98			
	110-5223-434	REPAIR OF VEHICLES	2,987.30	30,000	4,510.89-	Y		
	110-5224-321	UTILITIES	3,379.22	80,800	3,104.60-	Y		
	110-5224-432	REPAIR OF BUILDINGS	2,351.72	30,000	15,720.96-	Y		
	110-5241-312	CLEANING SUPPLIES	19.96	7,000	537.81			
	110-5241-313	MEDICAL & SAFETY SUPPLIES	102.40	3,500	855.41-	Y		
	110-5241-315	UNIFORMS & CLOTHING	117.08	46,000	2,496.01-	Y		
	110-5241-316	TOOLS & EQUIPMENT	116.84	9,000	2,872.26			
	110-5241-318	VEHICLE PARTS	99.90	1,500	657.17			
	110-5241-319	MISCELLANEOUS SUPPLIES	192.31	3,000	332.25			
	110-5241-321	UTILITIES	212.73	8,500	832.92-	Y		
	110-5241-326	FUEL	1,409.89	24,000	365.56-	Y		

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	110-5241-433	REPAIR OF MACHINERY	1,474.63	12,000	5,800.18-	Y			
	110-5241-532	TELEPHONE	438.38	7,500	1,891.81				
	110-5241-562	TRAVEL & TRAINING	348.76	45,000	2,230.63-	Y			
	110-5241-579	MISC OTHER PURCHASED SERVI	145.00	37,000	27,345.08				
	110-5241-814	PRINT/COPY MACH LEASE & MA	78.60	1,000	28.52-	Y			
	110-5242-313	MEDICAL & SAFETY SUPPLIES	402.60	14,000	42.18-	Y			
	110-5242-318	VEHICLE PARTS	168.71	2,000	1,092.29				
	110-5242-326	FUEL	955.32	22,000	4,827.24				
	110-5242-532	TELEPHONE	217.17	3,000	262.99				
	110-5242-533	CELLULAR PHONE	72.02	2,000	1,135.76				
	110-5261-326	FUEL	48.60	1,500	477.96				
	110-5261-511	PLANNING & DESIGN SERVICES	3,618.33	60,000	54,855.48				
	110-5261-532	TELEPHONE	170.23	2,800	1,241.27				
	110-5261-541	SOFTWARE	20.00	5,000	4,560.92				
	110-5261-550	PRINTING & BINDING	195.00	1,200	815.99-	Y			
	110-5261-562	TRAVEL & TRAINING	125.45	6,000	2,085.61				
	110-5261-571	DUES & MEMBERSHIPS	113.74	4,000	800.25				
	110-5261-814	PRINTER/COPY MACH LEASE	35.85	0	90.98-	Y			
	110-5310-316	TOOLS & EQUIPMENT	34.95	1,500	604.70				
	110-5310-340	BOOKS & PERIODICALS	69.95	100	30.05				
	110-5310-421	DISPOSAL SERVICES	3,948.29	65,000	14,798.62				
	110-5310-519	OTHER PROFESSIONAL SERVICE	8,000.00	17,500	6,296.67-	Y			
	110-5310-533	CELLULAR PHONE	12.00	1,200	150.83				
	110-5310-540	ADVERTISING	30.99	3,000	2,141.75				
	110-5310-562	TRAVEL & TRAINING	100.00	1,500	942.00				
	110-5310-579	MISC OTHER PURCHASED SERVI	20,441.70	10,000	14,858.55-	Y			
	110-5310-814	PRINT/COPY MACH LEASE & MA	275.40	2,200	560.86-	Y			
	110-5320-313	MEDICAL & SAFETY SUPPLIES	364.53	8,000	3,416.16				
	110-5320-316	TOOLS & EQUIPMENT	32.99	15,000	321.44-	Y			
	110-5320-318	VEHICLE PARTS	56.66	20,000	1,845.91-	Y			
	110-5320-319	MISCELLANEOUS SUPPLIES	10.82	2,000	352.05				
	110-5320-321	UTILITIES	225.84	6,000	692.15-	Y			
	110-5320-326	FUEL	2,351.74	40,000	4,196.06				
	110-5320-432	REPAIR OF BUILDINGS	2,271.52	8,000	2,093.54				
	110-5320-434	REPAIR OF VEHICLES	966.12	40,000	930.68				
	110-5320-460	OTHER PROP MAINT SERVICES	5,215.67	6,000	3,270.78-	Y			
	110-5320-532	TELEPHONE	178.72	2,200	379.78				
	110-5320-533	CELLULAR PHONE	78.05	1,000	201.95				
	110-5320-562	TRAVEL & TRAINING	186.36	2,000	1,688.84				
	110-5320-814	PRINT/COPY MACH LEASE & MA	138.75	750	51.79				
	110-5381-321	UTILITIES	1,333.48	50,000	373.46				
	110-5381-435	ELEVATOR SERVICE AGREEMEN	220.00	12,000	4,692.66-	Y			
	110-5381-460	OTHER PROP MAINT SERVICES	600.00	25,000	3,720.71				
	110-5511-315	LANDSCAPING SUPPLIES	1,640.00	7,000	5,360.00				
	110-5511-321	UTILITIES	1,926.42	35,000	351.40-	Y			
	110-5511-432	REPAIR OF BUILDINGS	2,240.92	15,500	1,245.04-	Y			
	110-5511-433	REPAIR OF MACHINERY	427.44	15,000	3,495.44-	Y			
	110-5511-440	RENTALS	619.00	4,500	1,274.00				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	110-5511-532	TELEPHONE	37.14	1,200	761.32				
	110-5511-533	CELLULAR PHONE	36.01	1,200	1,010.01-	Y			
	110-5511-825	TOURISM GRANT EXPENDITURES	13,501.75	30,000	2,527.12				
	110-5512-317	CONCESSION & SOUVENIR SUPP	5,924.61	47,000	2,372.27-	Y			
	110-5512-319	MISCELLANEOUS SUPPLIES	144.00	25,000	5,572.63				
	110-5512-321	UTILITIES	1,046.86	51,000	8,276.22				
	110-5512-327	FUEL - RESALE	894.00	35,000	1,369.18				
	110-5512-433	REPAIR OF MACHINERY	623.96	12,000	4,973.75-	Y			
	110-5512-450	CONSTRUCTION SERVICES	123,601.00	48,000	640,366.76-	Y			
	110-5512-533	CELLULAR PHONE	54.85	900	242.09				
	110-5512-802	HUNTING/FISHING REMITTANCE	2,196.50	12,000	1,046.00-	Y			
	110-5512-803	SALES TAX REMITTANCE	39.00	6,000	1,058.71-	Y			
	110-5551-319	MISCELLANEOUS SUPPLIES	239.96	13,000	6,028.13-	Y			
	110-5551-321	UTILITIES	1,334.96	35,000	6,347.57				
	110-5551-424	LAWN CARE	1,880.00	12,000	8,840.40				
	110-5551-432	REPAIR OF STRUCTURES	898.00	7,500	8,562.86-	Y			
	110-5570-321	UTILITIES	215.14	4,000	498.54				
	110-5570-532	TELEPHONE	92.47	1,100	198.47				
	122-5653-311	OFFICE SUPPLIES	143.74	4,500	1,199.20-	Y			
	122-5653-321	NATURAL GAS & ELECTRIC (CI	232.54	2,500	35.56				
	122-5653-532	TELEPHONE	6.88	6,000	986.72				
	122-5653-540	ADVERTISING	1,929.35	25,000	8,087.58				
	122-5653-561	BUSINESS MEETING EXPENSE	306.69	1,200	197.22-	Y			
	122-5653-572	COMMUNITY PROMOTION & RELA	70.21	35,000	6,240.04				
	122-5653-814	PRINTING/COPY MACH LEASE/M	29.12	1,000	72.45				
	123-5584-540	ADVERTISING	5,124.00	18,000	2,189.13-	Y			
	124-5241-742	FIRE VEHICLES	50,182.00	50,114	244,926.02-	Y			
	125-5150-519	OTHER PROFESSIONAL SERVICE	500.00	7,000	4,100.75				
	130-5321-730	IMPROVEMENTS OTHER THAN BL	82,186.60	1,360,000	2,976,550.90-	Y			
	154-5604-825	BUSINESS DISTRICT GRANTS	2,872.04	32,000	1,171.16-	Y			
	211-5353-311	OFFICE SUPPLIES	71.80	1,200	22.29				
	211-5353-314	CHEMICALS	15,125.81	500,000	111,441.56				
	211-5353-321	NATURAL GAS & ELECTRIC	3,233.15	196,500	23,514.97				
	211-5353-433	REPAIR OF MACHINERY	1,502.75	35,000	14,176.84				
	211-5353-459	OTHER CONSTRUCTION SERVICE	585.00	4,000	85.23				
	211-5353-460	OTHER PROPERTY MAINT. SERV	7,628.16	35,000	1,321.70				
	211-5353-519	OTHER PROFESSIONAL SERVICE	105.00	20,000	8,287.00				
	211-5353-531	POSTAGE	128.23	4,000	1,013.27-	Y			
	211-5353-532	TELEPHONE	355.17	4,000	8,562.74-	Y			
	211-5353-533	CELLULAR PHONE	304.99	3,000	65.89				
	211-5353-730	IMPROVEMENTS OTHER THAN BL	9,198.54	2,205,000	2,151,178.45				
	211-5354-313	MEDICAL & SAFETY SUPPLIES	364.53	3,000	1,503.86-	Y			
	211-5354-316	TOOLS & EQUIPMENT	32.99	16,000	4,886.37				
	211-5354-318	VEHICLE PARTS	56.66	10,000	11,673.27-	Y			
	211-5354-319	MISCELLANEOUS SUPPLIES	10.82	2,000	783.08				
	211-5354-321	NATURAL GAS & ELECTRIC	879.83	30,000	3,079.90-	Y			
	211-5354-326	FUEL	2,351.74	50,000	14,196.07				
	211-5354-371	WATER PIPE	5,073.13	100,000	36,856.90-	Y			

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	211-5354-374	SERVICE LINE MATERIALS	7,783.00	75,000	26,460.17-	Y			
	211-5354-379	OTHER WATER MAINT. MATERIA	18.98	2,500	2,859.58-	Y			
	211-5354-432	REPAIR OF STRUCTURES	254.58	5,000	2,700.86				
	211-5354-434	REPAIR OF VEHICLES	966.12	20,000	18,949.37-	Y			
	211-5354-460	OTHER PROPERTY MAINT. SERV	115.67	6,000	1,925.22				
	211-5354-532	TELEPHONE	178.73	2,000	179.78				
	211-5354-533	CELL PHONES	54.01	1,500	311.88				
	211-5355-311	OFFICE SUPPLIES	60.28	2,500	837.81				
	211-5355-326	FUEL	289.50	5,000	944.82				
	211-5355-434	REPAIR OF VEHICLES	154.36	3,000	1,563.24				
	211-5355-532	TELEPHONE	121.07	3,000	1,497.61				
	211-5355-814	PRINTING/COPY MACH LEASE/M	89.80	1,500	372.64				
	211-5356-533	CELLULAR PHONE	12.00	1,000	130.82				
	212-5342-313	MEDICAL & SAFETY SUPPLIES	364.52	5,000	496.10				
	212-5342-316	TOOLS & EQUIPMENT	32.98	12,000	2,247.59				
	212-5342-318	VEHICLE PARTS	56.64	25,000	3,326.72				
	212-5342-319	MISCELLANEOUS SUPPLIES	10.81	1,500	465.89				
	212-5342-321	UTILITIES	144.20	5,000	2,147.37-	Y			
	212-5342-326	FUEL	2,351.74	48,000	12,196.05				
	212-5342-363	BACKFILL & SURFACE MATERIA	2,580.84	45,000	28,616.74				
	212-5342-364	SEWER LINE REPAIR MATERIAL	961.25	15,000	12,778.71				
	212-5342-432	REPAIR OF STRUCTURES	254.59	25,000	21,253.85				
	212-5342-434	REPAIR OF VEHICLES	966.12	35,000	3,949.15-	Y			
	212-5342-460	OTHER PROPERTY MTCE SERVIC	115.68	7,500	4,085.19				
	212-5342-532	TELEPHONE	178.72	2,000	179.85				
	212-5342-533	CELL PHONES	54.02	1,500	287.74				
	212-5342-863	COMPUTERS	2,160.00	0	2,932.31-	Y			
	212-5343-321	NATURAL GAS & ELECTRIC	12.62	55,000	54,544.75				
	212-5343-533	CELLULAR PHONE	159.22	2,750	617.28				
	212-5344-314	CHEMICALS	169.97	14,000	5,366.06				
	212-5344-316	TOOLS & EQUIPMENT	65.94	2,000	1,120.00				
	212-5344-318	VEHICLE PARTS	39.15	3,000	631.07				
	212-5344-321	NATURAL GAS & ELECTRIC	15,630.27	275,000	70,541.84-	Y			
	212-5344-366	PLANT MTCE & REPAIR MATERI	10.47	50,000	23,962.20				
	212-5344-433	REPAIR OF MACHINERY	166.57	90,000	45,677.00				
	212-5344-434	REPAIR OF VEHICLES	405.32	3,000	3,568.54-	Y			
	212-5344-439	OTHER REPAIR & MNTCE SERVI	5,284.40	16,000	5,787.58-	Y			
	212-5344-460	OTHER PROPERTY MTCE SERVIC	306.47	45,000	5,762.36				
	212-5344-533	CELLULAR PHONE	286.45	2,000	585.13-	Y			
	212-5344-562	TRAVEL & TRAINING	168.00	3,000	388.71				
	212-5344-814	COPY MACHINE	116.27	3,000	1,647.32				
	212-5345-311	OFFICE SUPPLIES	60.28	2,500	1,009.76				
	212-5345-326	FUEL	289.50	5,000	944.82				
	212-5345-434	REPAIR OF VEHICLES	154.36	3,000	1,563.24				
	212-5345-532	TELEPHONE	121.07	3,000	1,497.58				
	212-5345-814	PRINTING/COPY MACH LEASE/M	89.80	1,500	372.64				
		TOTAL:	632,367.13						

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2025-2026	110-4804-010	FINANCE DEPT-MI*NON-EXPENS	3,720.00	133,000-	134,345.00-				
	110-5110-562	TRAVEL & TRAINING	293.00	6,000	5,707.00				
	110-5110-825	GRANTS	8,715.00	30,000	21,285.00				
	110-5110-828	VGT ALLOCATION-CITY PROPER	8,487.69	128,000	119,512.31				
	110-5110-829	VGT ALLOCATION-EQUIPMENT	2,273.49	128,000	125,726.51				
	110-5160-519	OTHER PROFESSIONAL SERVICE	3,750.00	80,000	76,250.00				
	110-5170-516	TECHNOLOGY SUPPORT SERVIC	8,491.41	111,000	102,508.59				
	110-5170-852	NETWORK SECURITY SYSTEMS	2,759.25	9,720	6,960.75				
	110-5170-863	COMPUTERS	1,162.29	10,000	8,837.71				
	110-5211-562	TRAVEL & TRAINING	922.47	24,000	23,077.53				
	110-5211-579	MISC OTHER PURCHASED SERVI	22.58	240,000	239,977.42				
	110-5223-316	TOOLS & EQUIPMENT	76.00	750	674.00				
	110-5223-319	MISCELLANEOUS SUPPLIES	92.00	1,000	908.00				
	110-5224-321	UTILITIES	3,155.84	80,800	77,644.16				
	110-5224-432	REPAIR OF BUILDINGS	451.63	30,000	29,548.37				
	110-5241-312	CLEANING SUPPLIES	143.85	7,000	6,856.15				
	110-5241-313	MEDICAL & SAFETY SUPPLIES	37.80	3,500	3,462.20				
	110-5241-316	TOOLS & EQUIPMENT	1,527.16	9,000	7,472.84				
	110-5241-321	UTILITIES	525.96	8,500	7,974.04				
	110-5241-433	REPAIR OF MACHINERY	19.00	12,000	11,981.00				
	110-5242-313	MEDICAL & SAFETY SUPPLIES	235.52	14,000	13,764.48				
	110-5242-434	REPAIR OF VEHICLES	211.85	20,000	19,788.15				
	110-5261-311	OFFICE SUPPLIES	63.03	1,500	1,436.97				
	110-5261-571	DUES & MEMBERSHIPS	250.00	4,000	3,750.00				
	110-5310-311	OFFICE SUPPLIES	25.95	1,000	974.05				
	110-5310-460	OTHER PROFESSIONAL SERVICE	132.00	4,000	3,868.00				
	110-5320-316	TOOLS & EQUIPMENT	783.44	15,000	14,216.56				
	110-5320-318	VEHICLE PARTS	140.71	20,000	19,859.29				
	110-5320-319	MISCELLANEOUS SUPPLIES	20.67	2,000	1,979.33				
	110-5320-321	UTILITIES	429.15	6,000	5,570.85				
	110-5320-433	REPAIR OF MACHINERY	729.92	25,000	24,270.08				
	110-5320-434	REPAIR OF VEHICLES	1,320.22	40,000	38,679.78				
	110-5320-440	RENTALS	31.40	10,000	9,968.60				
	110-5320-460	OTHER PROP MAINT SERVICES	27.95	6,000	5,972.05				
	110-5381-315	LANDSCAPING SUPPLIES	99.00	1,000	901.00				
	110-5381-321	UTILITIES	1,797.96	50,000	48,202.04				
	110-5381-435	ELEVATOR SERVICE AGREEMEN	1,267.22	12,000	10,732.78				
	110-5381-460	OTHER PROP MAINT SERVICES	602.75	25,000	24,397.25				
	110-5511-321	UTILITIES	1,298.01	35,000	33,701.99				
	110-5511-432	REPAIR OF BUILDINGS	359.27	15,500	15,140.73				
	110-5511-433	REPAIR OF MACHINERY	1,309.70	15,000	13,690.30				
	110-5511-434	REPAIR OF VEHICLES	136.49	9,500	9,363.51				
	110-5511-440	RENTALS	524.25	4,500	3,975.75				
	110-5511-460	OTHER PROP MAINT SERVICES	660.00	7,500	6,840.00				
	110-5512-432	REPAIR OF BUILDINGS	3,862.71	20,000	16,137.29				
	110-5512-440	RENTALS	426.00	5,000	4,574.00				
	110-5551-440	RENTALS	1,509.75	7,000	5,490.25				
	110-5570-319	MISCELLANEOUS SUPPLIES	59.97	4,000	3,940.03				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====	=====GROUP BUDGET=====
				ANNUAL BUDGET OVER	ANNUAL BUDGET OVER
				BUDGET AVAILABLE BUDG	BUDGET AVAILABLE BUDG
	110-5570-321	UTILITIES	44.59	4,000	3,955.41
	110-5570-433	REPAIR OF MACHINERY	190.80	10,000	9,809.20
	122-5653-321	NATURAL GAS & ELECTRIC (CI	52.77	2,500	2,447.23
	122-5653-572	COMMUNITY PROMOTION & RELA	1,800.00	35,000	33,200.00
	122-5653-825	TOURISM GRANTS	46,000.00	130,000	84,000.00
	123-5584-312	CLEANING SUPPLIES	70.86	100	29.14
	123-5584-834	ENTERTAINMENT	13,500.00	114,000	100,500.00
	211-5353-319	MISCELLANEOUS SUPPLIES	3,346.43	25,000	21,653.57
	211-5353-321	NATURAL GAS & ELECTRIC	9,547.06	196,500	186,952.94
	211-5353-377	PLANT EQUIPMENT	180.00-	30,000	30,180.00
	211-5353-433	REPAIR OF MACHINERY	447.71	35,000	34,552.29
	211-5353-435	ELEVATOR SERVICE AGREEMENT	534.00	3,000	2,466.00
	211-5354-316	TOOLS & EQUIPMENT	783.44	16,000	15,216.56
	211-5354-318	VEHICLE PARTS	140.71	10,000	9,859.29
	211-5354-319	MISCELLANEOUS SUPPLIES	20.67	2,000	1,979.33
	211-5354-321	NATURAL GAS & ELECTRIC	2,758.70	30,000	27,241.30
	211-5354-433	REPAIR OF MACHINERY	729.92	20,000	19,270.08
	211-5354-434	REPAIR OF VEHICLES	1,320.22	20,000	18,679.78
	211-5354-439	OTHER REPAIR & MAINT. SERV	3,725.00	6,500	2,775.00
	211-5354-440	RENTALS	31.40	10,000	9,968.60
	211-5354-460	OTHER PROPERTY MAINT. SERV	27.95	6,000	5,972.05
	211-5355-373	WATER METERS	597.70	40,000	39,402.30
	211-5355-516	TECHNOLOGY SUPPORT SERVICE	2,004.00	31,500	28,554.33
	211-5355-519	OTHER PROFESSIONAL SERVICE	1,192.96	5,000	3,807.04
	211-5356-460	OTHER PROPERTY MAINT SVCS	132.00	5,000	4,868.00
	212-5342-316	TOOLS & EQUIPMENT	783.44	12,000	11,216.56
	212-5342-318	VEHICLE PARTS	140.70	25,000	24,859.30
	212-5342-319	MISCELLANEOUS SUPPLIES	20.66	1,500	1,479.34
	212-5342-321	UTILITIES	573.41	5,000	4,426.59
	212-5342-433	REPAIR OF MACHINERY	729.92	30,000	29,270.08
	212-5342-434	REPAIR OF VEHICLES	1,320.21	35,000	33,679.79
	212-5342-440	RENTALS	31.40	20,000	19,968.60
	212-5342-460	OTHER PROPERTY MTCE SERVIC	27.95	7,500	7,472.05
	212-5343-433	REPAIR OF MACHINERY	234.00	65,000	64,766.00
	212-5344-313	MEDICAL & SAFETY SUPPLIES	871.50	1,500	628.50
	212-5344-319	MISCELLANEOUS SUPPLIES	614.96	9,000	8,385.04
	212-5344-321	NATURAL GAS & ELECTRIC	5,648.05	275,000	269,351.95
	212-5345-373	WATER METERS	597.70	40,000	39,402.30
	212-5345-516	TECHNOLOGY SUPPORT SERVICE	2,004.00	31,500	28,304.33
	212-5345-519	OTHER PROFESSIONAL SERVICE	1,192.96	5,000	3,807.04
	212-5346-460	OTHER PROPERTY MAINT SVCS	132.00	3,500	3,368.00

TOTAL: 168,683.06

** DEPARTMENT TOTALS **

ACCT

NAME

AMOUNT

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
110	NON-DEPARTMENTAL	14,970.00
110-110	CITY COUNCIL	143,524.60
110-120	CITY CLERK	831.48
110-130	CITY MANAGER	37.15
110-150	FINANCIAL ADMINISTRATION	74.25
110-160	LEGAL SERVICES	3,750.00
110-170	COMPUTER INFO SYSTEMS	13,416.06
110-211	POLICE ADMINISTRATION	12,046.51
110-212	CRIMINAL INVESTIGATION	1,720.76
110-213	PATROL	13,358.00
110-223	AUTOMOTIVE SERVICES	11,556.73
110-224	POLICE BUILDINGS	9,338.41
110-241	FIRE PROTECTION ADMIN.	7,010.25
110-242	AMBULANCE SERVICE	2,263.19
110-261	COMMUNITY DEVELOPMENT	4,640.23
110-310	PUBLIC WORKS	33,071.23
110-320	STREETS	15,561.23
110-381	CUSTODIAL SERVICES	5,920.41
110-511	PARKS	24,716.40
110-512	LAKE MATTOON	138,813.49
110-551	SPORTS FACILITIES	5,862.67
110-570	DODGE GROVE CEMETERY	602.97

110 TOTAL	GENERAL FUND	463,086.02
122-653	HOTEL TAX ADMINISTRATION	50,571.30

122 TOTAL	HOTEL TAX FUND	50,571.30
123-584	BAGELFEST	18,694.86

123 TOTAL	FESTIVAL MGMT FUND	18,694.86
124-241	FIRE VEHICLES & MACHINERY	50,182.00

124 TOTAL	MOBILE EQUIPMENT FUND	50,182.00
125-150	FINANCIAL ADMINISTRATION	500.00

125 TOTAL	INSURANCE & TORT JDGMNT	500.00
130-321	STREETS	82,186.60

130 TOTAL	CAPITAL PROJECT FUND	82,186.60
154-604	BROADWAY EAST BUSINESS DI	2,872.04

154 TOTAL	BROADWAY EAST BUS DIST	2,872.04
211-353	WATER TREATMENT PLANT	51,933.80

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
211-354	WATER DISTRIBUTION	27,678.80
211-355	ACCOUNTING & COLLECTION	4,509.67
211-356	ADMINISTRATIVE & GENERAL	144.00

211 TOTAL	WATER FUND	84,266.27
212-342	SEWER COLLECTION SYSTEM	13,859.80
212-343	SEWER LIFT STATIONS	405.84
212-344	WASTEWATER TREATMNT PLANT	29,783.79
212-345	ACCOUNTING & COLLECTION	4,509.67
212-346	ADMINISTRATIVE & GENERAL	132.00

212 TOTAL	SEWER FUND	48,691.10

** TOTAL **		801,050.19

NO ERRORS

VENDOR SET: 01 CITY OF MATTOON

BANK: EHBK

FUND : 221 HEALTH INSURANCE FUND

DEPARTMENT: 412 HEALTH PLAN ADMIN

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002653	FIRST MID INSURANCE GR I-34220		221 5412-211	HEALTH PLAN A: 1ST QTR 2025 BROKER	162378		18,750.00
				VENDOR 01-002653 TOTALS			18,750.00
01-004322	AETNA	I-202504250232	221 5412-213	MEDICARE ADVA: MAPD MAY MEDICAL	162261		23,450.66
01-004322	AETNA	I-202504250232	221 5412-213	MEDICARE ADVA: MAPD MAY RX	162261		32,490.62
				VENDOR 01-004322 TOTALS			55,941.28
			DEPARTMENT 412	HEALTH PLAN ADMIN	TOTAL:		74,691.28
01-002811	BLUE CROSS & BLUE SHIE I-202504250234		221 5413-212	HEALTH PREMIU: MAY MEDICAL INS	162262		370,038.09
				VENDOR 01-002811 TOTALS			370,038.09
			DEPARTMENT 413	MEDICAL CLAIMS	TOTAL:		370,038.09
01-002811	BLUE CROSS & BLUE SHIE I-202504250234		221 5415-212	DENTAL PREMIU: MAY DENTAL INS	162262		13,084.35
				VENDOR 01-002811 TOTALS			13,084.35
			DEPARTMENT 415	DENTAL CLAIMS	TOTAL:		13,084.35
01-002052	DOROTHY ROLING	I-202505010274	221 5416-211	REFUNDS REIMB: REIMB LIP 5/2025	162405		36.80
				VENDOR 01-002052 TOTALS			36.80
01-004165	MAUREEN NICHOLS	I-202505010272	221 5416-211	REFUNDS REIMB: REIMB LIP 5/2025	162403		36.80
				VENDOR 01-004165 TOTALS			36.80
01-004412	CHARLES SHUMARD	I-202505010275	221 5416-211	REFUNDS REIMB: REIMB LIP 5/2025	162406		36.80
				VENDOR 01-004412 TOTALS			36.80
01-004637	BARBARA KING	I-202505010271	221 5416-211	REFUNDS REIMB: REIMB LIP 5/2025	162402		36.80
				VENDOR 01-004637 TOTALS			36.80

** G/L ACCOUNT TOTALS **

				=====LINE ITEM=====			=====GROUP BUDGET=====	
YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL	BUDGET	OVER	ANNUAL	BUDGET OVER
				BUDGET	AVAILABLE	BUDG	BUDGET	AVAILABLE BUDG
2024-2025	221-5412-211	HEALTH PLAN ADMINISTRATION	18,750.00	85,000	9,578.10	-	Y	
	221-5412-213	MEDICARE ADVANTAGE PREMIUM	55,941.28	691,943	72,450.96			
	221-5413-212	HEALTH PREMIUMS	370,038.09	4,926,022	896,461.92			
	221-5415-212	DENTAL PREMIUMS	13,084.35	161,015	3,999.15			
		TOTAL:	457,813.72					
	221-5416-211	REFUNDS REIMBURSEMENTS & M	294.40	5,000	4,705.60			
		TOTAL:	294.40					

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
221-412	HEALTH PLAN ADMIN	74,691.28
221-413	MEDICAL CLAIMS	370,038.09
221-415	DENTAL CLAIMS	13,084.35
221-416	REFUNDS REIMB & MISC EXPS	294.40

221 TOTAL	HEALTH INSURANCE FUND	458,108.12

** TOTAL **		458,108.12

NO ERRORS

01/02/2025 1:19 PM REGULAR DEPARTMENT PAYMENT REPORT PAGE: 1
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: 4/16/2025 THRU 5/06/2025
BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-021402	3 SISTERS LOGISTICS, L	I-93173	121 5321-352	AGGREGATE SUR:	CA6 ROADPACK	162379	2,032.64
01-021402	3 SISTERS LOGISTICS, L	I-93318	121 5321-352	AGGREGATE SUR:	CA6 ROADPACK	162379	2,748.96
VENDOR 01-021402 TOTALS							4,781.60
01-035154	MID-ILLINOIS CONCRETE	I-287791	121 5321-351	CONCRETE	: PARKING BLOCKS	162380	180.00
VENDOR 01-035154 TOTALS							180.00
DEPARTMENT 321 STREETS						TOTAL:	4,961.60
01-001070	AMEREN ILLINOIS	I-202504150092	121 5326-321	NATURAL GAS &:	SWORDS DRIVE LIGHTIN	010243	127.97
01-001070	AMEREN ILLINOIS	I-202504150094	121 5326-321	NATURAL GAS &:	REMINGTON ROAD LIGHT	010244	189.07
01-001070	AMEREN ILLINOIS	I-202504150108	121 5326-321	NATURAL GAS &:	B'DWAY AVE LIGHTS	010245	170.88
01-001070	AMEREN ILLINOIS	I-202504150112	121 5326-321	NATURAL GAS &:	1613 B'DWAY	010246	89.54
01-001070	AMEREN ILLINOIS	I-202504150113	121 5326-321	NATURAL GAS &:	121 N 16TH	010247	110.33
01-001070	AMEREN ILLINOIS	I-202504150114	121 5326-321	NATURAL GAS &:	17TH & CHARLESTON	010248	46.73
01-001070	AMEREN ILLINOIS	I-202504150121	121 5326-321	NATURAL GAS &:	19TH & WESTERN	010249	118.09
01-001070	AMEREN ILLINOIS	I-202504150124	121 5326-321	NATURAL GAS &:	1600 B'DWAY	010250	60.41
01-001070	AMEREN ILLINOIS	I-202504150126	121 5326-321	NATURAL GAS &:	9TH & CHARLESTON	010251	48.29
01-001070	AMEREN ILLINOIS	I-202504150127	121 5326-321	NATURAL GAS &:	21ST & MARSHALL	010252	54.51
01-001070	AMEREN ILLINOIS	I-202504150128	121 5326-321	NATURAL GAS &:	14TH & CHARLESTON	010253	46.83
01-001070	AMEREN ILLINOIS	I-202504150129	121 5326-321	NATURAL GAS &:	1420 CHARLESTON	010254	47.16
01-001070	AMEREN ILLINOIS	I-202504150130	121 5326-321	NATURAL GAS &:	6TH & CHARLESTON	010255	47.84
01-001070	AMEREN ILLINOIS	I-202504150172	121 5326-321	NATURAL GAS &:	STREET LIGHTING	010294	8,360.14
01-001070	AMEREN ILLINOIS	I-202504150177	121 5326-321	NATURAL GAS &:	WABASH AVE ENTRANCE	010295	41.43
01-001070	AMEREN ILLINOIS	I-202504150181	121 5326-321	NATURAL GAS &:	NANTUCKET DR ENTRANC	010296	41.29
01-001070	AMEREN ILLINOIS	I-202504150186	121 5326-321	NATURAL GAS &:	18TH & MARSHALL	010297	50.58
01-001070	AMEREN ILLINOIS	I-202504150190	121 5326-321	NATURAL GAS &:	18TH & CHARLESTON	010298	46.68
01-001070	AMEREN ILLINOIS	I-202504150196	121 5326-321	NATURAL GAS &:	19TH & CHARLESTON	010299	46.03
VENDOR 01-001070 TOTALS							9,743.80
01-002776	PALS ELECTRIC INC.	I-18893	121 5326-432	REPAIR OF STR:	3RD & WABASH REPAIRS	162381	353.22
VENDOR 01-002776 TOTALS							353.22
01-004602	AEP ENERGY	I-202505010284	121 5326-321	NATURAL GAS &:	STREET LIGHTING	28 162280	1,968.41
01-004602	AEP ENERGY	I-202505010284	121 5326-321	NATURAL GAS &:	CHARLESTON & CRESTVI	162280	11.25
01-004602	AEP ENERGY	I-202505010284	121 5326-321	NATURAL GAS &:	1121 B'DWAY E	3032 162280	11.41
01-004602	AEP ENERGY	I-202505010284	121 5326-321	NATURAL GAS &:	17TH & CHARLESTON	162280	8.95

VENDOR SET: 01 CITY OF MATTOON

BANK: MFTBK

FUND : 121 MOTOR FUEL TAX FUND

DEPARTMENT: 326 STREET LIGHTING

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME		ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
=====								
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	19TH & CHARLESTON	162280	8.18
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	15TH & CHARLESTON	162280	9.40
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	6TH & CHARLESTON	3 162280	10.33
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	18TH & MARSHALL	32 162280	13.69
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	LOGAN & CHARLESTON	162280	8.29
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	19TH & RICHMOND	32 162280	9.87
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	1600 B'DWAY	3391 162280	26.66
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	14TH & CHARLESTON	162280	9.06
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	9TH & CHARLESTON	3 162280	10.79
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	208 N 19TH	3526 162280	1,226.34
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	121 N 16TH	5858 162280	51.24
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	1613 B'DWAY	5869 162280	88.68
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	18TH & CHARLESTON	162280	8.12
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	21ST & MARSHALL	6766 162280	13.95
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	WABASH AVE ENTRANCE	162280	2.52
01-004602	AEP ENERGY		I-202505010284	121 5326-321	NATURAL GAS &:	NANTUCKET DR ENTRANC	162280	2.66
							VENDOR 01-004602 TOTALS	3,499.80
=====								
01-008600	COLES MOULTRIE ELECTRI	I-202504160211	121 5326-321	NATURAL GAS &:	S RT 45 & OLD STATE	010301	83.59	
01-008600	COLES MOULTRIE ELECTRI	I-202504160212	121 5326-321	NATURAL GAS &:	RT 16 & LERNA RD	010302	83.37	
01-008600	COLES MOULTRIE ELECTRI	I-202504160213	121 5326-321	NATURAL GAS &:	RT 16, HURST, LERNA,	010303	94.66	
01-008600	COLES MOULTRIE ELECTRI	I-202504160214	121 5326-321	NATURAL GAS &:	GOLDEN OAK SECURITY	010304	19.90	
01-008600	COLES MOULTRIE ELECTRI	I-202504160215	121 5326-321	NATURAL GAS &:	COLES CENTRE PKWY	010305	394.55	
01-008600	COLES MOULTRIE ELECTRI	I-202504160216	121 5326-321	NATURAL GAS &:	PIATT & RT 316	010306	21.30	
01-008600	COLES MOULTRIE ELECTRI	I-202504160217	121 5326-321	NATURAL GAS &:	3020 LAKELAND BLVD	010307	12.50	
01-008600	COLES MOULTRIE ELECTRI	I-202504160218	121 5326-321	NATURAL GAS &:	S RT 45 & PARADISE	010308	74.05	
01-008600	COLES MOULTRIE ELECTRI	I-202504160219	121 5326-321	NATURAL GAS &:	S RT 45 & PARADISE	010309	21.30	
01-008600	COLES MOULTRIE ELECTRI	I-202504160220	121 5326-321	NATURAL GAS &:	S RT 45 & PARADISE	010310	21.30	
01-008600	COLES MOULTRIE ELECTRI	I-202504160221	121 5326-321	NATURAL GAS &:	LAKELAND INN ENTRANC	010311	12.75	
01-008600	COLES MOULTRIE ELECTRI	I-202504160222	121 5326-321	NATURAL GAS &:	OLD STATE VILLAGE	010312	14.50	
01-008600	COLES MOULTRIE ELECTRI	I-202504160223	121 5326-321	NATURAL GAS &:	OLD STATE & S 9TH	010313	14.60	
01-008600	COLES MOULTRIE ELECTRI	I-202504160224	121 5326-321	NATURAL GAS &:	SUNRISE APTS	010314	14.60	
							VENDOR 01-008600 TOTALS	882.97
=====								
01-023800	CONSOLIDATED COMMUNICA	I-202504150136	121 5326-321	NATURAL GAS &:	235-5663	010256	145.14	
							VENDOR 01-023800 TOTALS	145.14

VENDOR SET: 01 CITY OF MATTOON

BANK: MFTBK

FUND : 121 MOTOR FUEL TAX FUND

DEPARTMENT: 327 TRAFFIC CONTROL DEVICES

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

PAY DATE RANGE: 4/16/2025 THRU 5/06/2025

BUDGET TO USE: DR-DEPARTMENT REQUESTED

VENDOR	NAME	ITEM #	G/L ACCOUNT	NAME	DESCRIPTION	CHECK #	AMOUNT
01-002776	PALS ELECTRIC INC.	I-18894	121 5327-432	REPAIR OF STR:	SYNC INTERSECTIONS	162381	345.00
01-002776	PALS ELECTRIC INC.	I-18897	121 5327-432	REPAIR OF STR:	CHARLESTON & DETTRO	162381	825.00
01-002776	PALS ELECTRIC INC.	I-18899	121 5327-432	REPAIR OF STR:	SWORDS & CHARLESTON	162381	3,987.00
						VENDOR 01-002776 TOTALS	5,157.00
01-004419	TALBERT, LLC	I-1916	121 5327-356	STREET SIGNS :	NO DUMPING SIGN	162382	90.00
						VENDOR 01-004419 TOTALS	90.00
						DEPARTMENT 327 TRAFFIC CONTROL DEVICES TOTAL:	5,247.00
						VENDOR SET 121 MOTOR FUEL TAX FUND TOTAL:	24,833.53
						REPORT GRAND TOTAL:	24,833.53

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====	=====GROUP BUDGET=====
				ANNUAL BUDGET OVER	ANNUAL BUDGET OVER
				BUDGET AVAILABLE BUDG	BUDGET AVAILABLE BUDG
2024-2025	121-5321-351	CONCRETE	180.00	30,000	1,694.00- Y
	121-5321-352	AGGREGATE SURFACE COAT	4,781.60	25,000	4,966.24
	121-5326-321	NATURAL GAS & ELECTRIC	4,802.59	165,000	6,425.39- Y
	121-5326-432	REPAIR OF STRUCTURES	353.22	25,000	860.86- Y
	121-5327-356	STREET SIGNS	90.00	6,000	4,280.35
	121-5327-432	REPAIR OF STRUCTURE	5,157.00	40,000	13,167.09- Y
		TOTAL:	15,364.41		
	121-5326-321	NATURAL GAS & ELECTRIC	9,469.12	165,000	155,530.88
		TOTAL:	9,469.12		

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
121-321	STREETS	4,961.60
121-326	STREET LIGHTING	14,624.93
121-327	TRAFFIC CONTROL DEVICES	5,247.00

121 TOTAL	MOTOR FUEL TAX FUND	24,833.53

** TOTAL **		24,833.53

NO ERRORS

-----DEPOSIT-----									
---ACCOUNT---	-----NAME-----	--DATE--	-----TYPE-----	-CK #-	-----AMOUNT---	CODE	-RECEIPT--	--AMOUNT---	-----MESSAGE-----
11-14900-05	FARRELL, SHYANA	4/25/25	FINAL BILL	162244	8.90CR	100	ONLINE	60.00CR	
12-06800-02	HUBBARTT, JUSTIN T	4/25/25	FINAL BILL	162245	48.14CR	100	47762	60.00CR	
12-21100-02	WORKER, BRIAN M	4/25/25	FINAL BILL	162246	39.78CR	100	EPAY	60.00CR	
14-07000-13	BUNYARD, HARLIE M	4/25/25	FINAL BILL	162247	51.74CR	100	ONLINE	60.00CR	
15-09000-09	SANCHEZ, SIERRA A	4/25/25	FINAL BILL	162248	7.26CR	100	ONLINE	60.00CR	
19-02400-09	DOWELL, ZACHARY A	4/25/25	FINAL BILL	162249	70.97CR	100	ONLINE	100.00CR	
20-05710-17	DUMACH, EMILY C	4/25/25	FINAL BILL	162250	29.59CR	100	47555	60.00CR	
20-06400-05	KAUFMAN, LEVI	4/25/25	FINAL BILL	162251	36.85CR	100	47508	60.00CR	
21-00700-24	STORM, KAITLYN E	4/25/25	FINAL BILL	162252	11.65CR	100	ONLINE	60.00CR	
22-19800-02	GINGERICH, LONNIE A	4/25/25	FINAL BILL	162253	33.81CR	100	ONLINE	60.00CR	
23-09600-05	HAWKINS, CHRISTINE L	4/25/25	FINAL BILL	162254	53.69CR	100	ONLINE	60.00CR	
24-20600-02	VOYLES, MARVIN G	4/25/25	FINAL BILL	162255	116.69CR	000		0.00	
25-14800-13	BARBOSA, DANIEL E	4/25/25	FINAL BILL	162256	14.03CR	100	EPAY	60.00CR	
26-07860-08	RAWDIN, DEBORAH	4/25/25	FINAL BILL	162257	82.48CR	100	ONLINE	60.00CR	

-----DEPOSIT-----									
---ACCOUNT---	-----NAME-----	--DATE--	----TYPE-----	-CK #-	----AMOUNT----	CODE	-RECEIPT--	--AMOUNT--	----MESSAGE-----
28-07200-09	DHERMY, MICHAEL W	5/02/25	FINAL BILL	162385	53.50CR	100	44107	60.00CR	
29-10100-08	OSBORNE, JOSEPH A	5/02/25	FINAL BILL	162386	54.46CR	100	01871709	60.00CR	
33-19300-04	CHILDERS, MASON A	5/02/25	FINAL BILL	162387	52.29CR	100	ONLINE	60.00CR	
34-00300-06	COFFMAN, LEE & KENT	5/02/25	FINAL BILL	162388	52.31CR	100	47286	60.00CR	
35-18600-02	SCHILLING, DAVID R	5/02/25	FINAL BILL	162389	109.58CR	000		0.00	
36-13100-12	YATES, ETHAN A	5/02/25	FINAL BILL	162390	35.00CR	100	ONLINE	60.00CR	

NEW BUSINESS:

CITY OF MATTOON, ILLINOIS

ORDINANCE NO. 2025-5492

AMENDING CITY CODE PROVISIONS CONSISTENT WITH STATUTORY MANAGER GOVERNMENT FORM

WHEREAS, the City of Mattoon is a non-home rule municipality and is organized, operates and elects its officers under Article 4 of the Illinois Municipal Code, known as the Commission Form Government, 65 ILCS 5/4-1-1 et seq.; and

WHEREAS, at the general election held Tuesday, November 5, 2024, a majority of the registered voters casting their vote at the election approved a public referendum to change the form of government in the City of Mattoon by adopting the statutory manager form of government under Article 5 of the Illinois Municipal Code, known as the Managerial Form of Municipal Government, 65 ILCS 5/5-1-1 et. seq.; and

WHEREAS, with the adoption of the statutory manager form of government, the City of Mattoon will retain its governmental structure while adopting and implementing the new features of the manager form; and

WHEREAS, with the adoption of the manager form of government, the manager will be hired by the City Council and will become the administrative and executive head of the City of Mattoon for most purposes, while the City Council establishes goals, strategic plans, sets policy and approves the budget for the City; and

WHEREAS, the City Council has provided for and created the statutory office of City Manager, as approved by the voters of the City of Mattoon, by prior amendment of the City Code and now adopts the following amendments to its City Code to render the provisions of said Code consistent with the powers of the City Manager within the City of Mattoon.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Mattoon, Coles County, Illinois, as follows:

SECTION 1: Code Amendments – Chapter 31. The current provisions of §31.02 Bonds, §31.04 Compensation, §31.10 Authority to Sign Documents, § 31.21 City Treasurer, § 31.22 City Clerk, § 31.36 City Attorney, § 31.37 City Engineer and § 31.39 Health Officer of Chapter 31 CITY OFFICIALS of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. text), as follows:

CHAPTER 31: CITY OFFICIALS

Section

General Provisions

[31.02](#) Bonds

[31.04](#) Compensation

[31.10](#) Authority to sign documents

Appointed City Officials

[31.21](#) City Treasurer

[31.22](#) City Clerk

Other Officials

[31.36](#) City Attorney

[31.37](#) City Engineer

[31.39](#) Health Officer

§ 31.02 BONDS.

(A) *Amount.* Every officer of the city shall execute a bond before entering upon the duties of the office, with good and sufficient security to be approved by the Council, payable to the city, conditioned as hereinafter provided, and in the penal sums respectively as follows:

(1) Mayor, \$3,000.

(2) City Council members ~~Commissioner of Accounts and Finances~~, \$3,000.

(3) ~~Commissioner of Public Health and Safety~~, \$3,000.

~~—(4) Commissioner of Streets and Public Improvements, \$3,000.~~

~~—(5) Commissioner of Public Property, \$3,000.~~

(6) City Treasurer. Not less than three times the latest Federal census population or any subsequent census figure used for motor fuel tax purposes.

(7) City Clerk. Double the estimated amount of all receipts coming into or remaining in his hands in any one time during the year, but in no event less than \$50,000.

(8) City Manager. Double the estimated amount of the unilateral spending authority of the City Manager authorized by the City Council, but in no event less than \$50,000.

(8 9) Other officers. In such amount as the Council shall specify by resolution.

(B) *Surety; premium.* The City Manager, City Treasurer and City Clerk shall each furnish a bond secured by a responsible surety company. The bond shall be accompanied with a sworn financial statement of such surety company. Where personal bonds are given they shall be secured by two responsible sureties, at least one of whom must be a property owner of the county.

(C) *Officer surety for another.* No member of the Council and no person holding any office in this city shall become surety on the official bond of any other officer of this city.

§ 31.04 COMPENSATION.

(A) Salaries of city officers and employees shall be as established by ordinance.

(B) All salaries of officers and employees of the city shall be paid every other Friday, unless provision is made to the contrary, by the City Council. The City Clerk shall prepare changes to payroll every other week, which when signed by the City Manager ~~Administrator~~ ~~or commissioner in charge~~, the Clerk shall authorize the issuance of checks for the salaries indicated to be due. Deductions as provided by law shall be made for pension funds, social security, withholding tax (income tax), insurance, and also for voluntary deductions as authorized by employees.

§ 31.10 AUTHORITY TO SIGN DOCUMENTS.

Unless otherwise provided by the City Council, ~~a~~All contracts, bonds of every description, obligations, city warrants, licenses, permits, franchises and every document required by the action of the Council, or requiring the signature of any city officer to make it valid, shall be signed by the City Manager ~~Mayor~~ (except as otherwise especially provided) and countersigned by the City Clerk, who shall also affix the seal of the city thereto.

§ 31.21 CITY TREASURER.

(A) *Position established.* There is hereby created the office of City Treasurer. The Treasurer plans, organizes and directs the activities and staff of the Finance Department. The Treasurer prepares various financial and policy analysis reports relating to the city's financial position. The work of the Treasurer is performed in accordance with statutory procedures. The City ~~Administrator~~ Manager and City Council prescribe policies for departmental operations and hold the Treasurer responsible for the effectiveness of departmental programs.

§ 31.22 CITY CLERK.

(A) *Position established.* There is hereby created the office of City Clerk. The Clerk plans, organizes and directs the activities and staff of the City Clerk Department. The City Clerk

Department is responsible for the human resource functions of municipality, as delegated by the City Manager. The work of the Clerk is performed in accordance with statutory procedures. The City Administrator Manager and City Council prescribe policies for departmental operations and hold the Clerk responsible for the effectiveness of departmental programs.

(B) *Appointment*. ~~The Mayor with the advice and consent of the City Council shall appoint and evaluate the performance of the City Clerk. The person appointed by the Mayor to the position of City Clerk shall be nominated solely on the basis of his or her training, and~~ administrative qualifications ~~and experience in personnel administration~~. His or her qualifications and experience shall be consistent with a job description adopted by the City Council.

(C) *Tenure of office*. ~~The term of the office of the City Clerk shall be coterminous with the term of the Mayor.~~ The City Council and the City Clerk may enter into an agreement with respect to other terms and provisions of employment and may provide for salary, salary adjustments, fringe benefits, severance provisions and payment, and other remuneration and benefits of office.

(D) *Compensation*. The City Clerk shall receive compensation in such amount and manner, as the Council shall affix from time to time by ordinance or resolution and by agreement.

(E) *Statutory duties*. The City Clerk's duties are prescribed by ILCS Ch. 65, Act 5, § 3.1-35-90 as these state statutes may be amended from time to time, except as otherwise provided within this Code, consistent with the law.

(1) The Municipal Clerk shall keep the corporate seal, to be provided by the corporate authorities, and all papers belonging to the municipality the custody and control of which are not given to other officers.

(2) The Clerk shall attend all meetings of the corporate authorities and keep a full record of their proceedings in the journal. The record of those proceedings shall be made available for public inspection within seven days after being approved or accepted by the corporate authorities as the official minutes of their proceedings.

(3) The Municipal Clerk shall have other duties prescribed by the corporate authorities.

(4) Copies of all papers duly filed in the Clerk's office and transcripts from the journals and other records and files of the Clerk's office, certified by the Clerk under the corporate seal, shall be evidence in all courts in like manner as if the originals were produced.

(F) *Other duties of the City Clerk*. Other prescribed duties of the City Clerk and the departmental staff include, but are not limited to:

(1) Directs and oversees preparation and distribution of the City Council meeting agendas; ensures compliance with legal requirements regarding official postings, public notices and advertising.

(2) Develops, implements and manages the records management system and responds to citizen inquiries.

(3) Processes all requests for access to city records in compliance with state and federal freedom of information laws.

(4) Serves as a local registrar for the State of Illinois Office of Vital Records for Coles County for birth and death certificates.

(5) Administers the municipality's employment policies and procedures as prescribed by personnel ordinances, employee handbooks and collective bargaining agreements. The Clerk manages document preparation and retention pertaining to job descriptions, employee classification and compensation, recruitment, selection, performance appraisal, discipline, grievances and termination, as delegated by the City Manager.

(6) Facilitates organization wide training to assure employer compliance with state and federal equal employment opportunity, affirmative action and discrimination laws, as delegated by the City Manager.

(7) Administrates the municipality's risk management program including property, casualty, auto, inland marine, law enforcement liability, public officials liability, employment practices liability, workers compensation, medical, dental, life and disability insurance, as delegated by the City Manager.

(8) ~~Staffs~~ Serves on the safety committee. The Safety Committee consists of the City ~~Administrator~~ Manager, as Committee Chair and representatives of each department of the municipality. It meets on a quarterly basis for the purpose of identifying and correcting unsafe or unhealthy working conditions.

(a) The Safety Committee reviews and approves written policies and procedures for each of the written programs required by state and federal occupational health and safety regulations.

(b) The Safety Committee conducts safety audits; reviews accident reports, formulates accident prevention recommendations and otherwise critiques the city's safety and risk management program.

(c) The Safety Committee makes personal inspections, participates in government inspections and investigates complaints concerning allegations of unsafe or unhealthy conditions.

(d) The Safety Committee promotes education programs, which will motivate adoption of safe working habits.

(9) Issues licenses in accordance with state statutes and the ordinances of the municipality and keeps a record in a suitable book of each license granted, to whom granted, for what purpose, for what length of time granted, the location of the place of business for which the license was obtained and the amount of the license fee paid.

(10) Serves as the authorized agent of the municipality for administration of the Illinois Municipal Retirement Fund.

(11) Serves as a member of the Board of Trustees for the Firemen's Pension Fund and maintains the accounting system for ~~both the Firemen's and Police Pension Funds.~~

(12) Records payments received on the Economic Development Revolving Loan Fund ~~and files semi-annual reports on principal and interest recaptured to the Illinois Department of Commerce and Community Affairs.~~

(13) Manages billings to commercial property owners outside the city limits for stand-by fire protection contracts.

(14) ~~Supervise absentee election balloting for the Coles County Clerk.~~ Serves as the Administrator of the City's 457 and 125 plans.

(15) Directs rental of the Burgess Osborne Auditorium building ~~public buildings and parking lots, issues boat permits and maintains records of campground rentals.~~

§ 31.36 CITY ATTORNEY.

(A) ~~The Mayor with the advice and consent of the City Council~~ City Manager shall appoint a City Attorney. The term of office of the City Attorney shall be coterminous with the term of the Mayor. The person appointed by the ~~Mayor~~ City Manager to the position of City Attorney shall be nominated solely on the basis of training, qualifications and experience. The City Attorney shall have a Juris Doctor degree and be a licensed attorney under the laws of the State of Illinois, authorized to practice in the Illinois Circuit and Appellate Courts and the Federal District Court for the Central District of Illinois. The City Attorney shall be a member in good standing with the Illinois State Bar Association. The City Council may enter into an agreement with the City Attorney that prescribes legal services to be performed, the compensation for such services and residency requirements equivalent to requirements that apply to employees of the municipality.

(B) It shall be the duty of the City Attorney to prosecute or defend in behalf of the city (when the services of an attorney are necessary) in all cases in which the interest of the city or the official acts of any officer or agent of the city are involved, except in local improvement matters. He shall pass upon all fee bills of officers and courts and the liability of the city therefor. He shall attend all City Council meetings, and, when required, advise the Council, or any city officers, in relation to all matters of law arising, in which the interests of said city are in question. He shall

make reports concerning any suits as to which the city may be a party, whenever directed to do so by the Council.

(C) The City Attorney shall prepare and draft ordinances. He shall furnish opinions, orally or written, as requested by the Council, or any officer, board or department of the city government, on any legal question concerning the rights and liabilities of the city. He shall advise the officials of the city with reference to their duty. He shall draw contracts, bonds, or instruments in writing, in behalf of the city, or examine and approve the same when required by the Council, ~~or the Mayor~~ or the City Manager, so to do.

(D) It shall be his duty when his services are necessary, to prosecute any suit brought in the name of the city for the recovery of any penalty, or fine, for the violation of any of the laws or ordinances of the city. He shall cause execution to issue upon all judgments recovered in favor of the city, and shall direct the Chief of Police to attend to their prompt collection. The City Manager shall be the regular contact for the City Attorney and ~~H~~ he shall report to the Council, ~~or the~~ and Mayor, all cases in which he shall deem it expedient to take an appeal or writ of error on behalf of the city, and the Mayor, or City Manager as authorized, shall enter into such bonds, or other obligations as required, on the part of the city, under the corporation seal, and the sureties on said bond shall be indemnified by the city from all loss and damage. The City Clerk shall deliver to the City Attorney any bond or other paper necessary to be used in any suit or other proceeding, taking his receipt for same.

§ 31.37 CITY ENGINEER.

(A) The City Council may from time to time as needed, ~~necessity~~ authorize the employment of ~~requires employ~~ a competent civil engineer or engineers to do the general engineering work of the city, exclusive of engineering work to be performed in connection with any local or public improvement instituted under the Local Improvement Act of the state. The City Engineer shall be paid such compensation as shall be fixed by the Council. The City Manager shall be responsible for the selection and employment of such City Engineer or Engineers.

(1) The City Engineer shall prepare and submit plans, estimates and specifications for such work as the ~~Council~~ City Manager may direct. He shall supervise the construction of all public work for which he is employed and see that it is properly executed; and if the contractor fails or refuses to execute the work in accordance with his contract, the Engineer shall suspend the work and report the facts to the City Manager ~~Mayor~~.

(2) He shall, when required, receive, inspect and measure all material to be used in any public work of the city, and if necessary, shall keep an accurate account of the quantity and quality of the same, the cost thereof, from whom received and for what purpose used, or to be used; he shall examine all bills for material so received by him or in connection with his department, and, if found correct, shall certify same to the Council for allowance.

(3) He shall give or mark the grade of any street or alley, where established, at the request of any person desiring to erect any building or enclosure or to lay any sidewalk thereon. He shall make surveys within and for the city that he may be called upon to make by the City Manager ~~Mayor, Council~~ or Board of Local Improvements, and shall employ the necessary chairpeople and such other assistants as the City Manager or Council may authorize.

(4) All records, plans, specifications, and maps prepared or kept by him in connection with the foregoing services shall be the property of the city.

~~§ 31.39 HEALTH OFFICER.~~

~~—(A) There is hereby created the office of Health Officer. He shall be a competent, experienced, licensed physician of recognized medical reputation.~~

~~—(B) The Health Officer shall examine into, report and act upon all matters pertaining to public health and the sanitary condition of the city. He shall cause inspections to be made and all nuisances to be abated, and in case of any contagious diseases he shall take all necessary steps to prevent the spread thereof. He shall enforce all ordinances relating to public health.~~

~~(‘68 Code, § 11.01)~~

SECTION 2: Code Amendments – Chapter 32. The current provisions of § 32.03 Rules of Order, § 32.05 Powers, Functions and Duties, § 32.16 Insurance Study Committee, of Chapter 32: CITY COUNCIL of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. text), as follows:

CHAPTER 32: CITY COUNCIL

Section

General Provisions

32.03 Rules of order

32.05 Powers, functions and duties

Council Committees

32.16 Insurance Study Committee

§ 32.03 RULES OF ORDER.

At a City Council meeting:

(A) The Mayor shall take the chair at the appointed hour and call to order, and at the instance of any two members present compel the attendance of absent members. Should the Mayor fail to appear for a quarter hour thereafter, the City Clerk shall call the meeting to order and the Council shall appoint one of its members to act as Chairperson and Mayor pro tem, during such absence of the Mayor.

(B) (1) The order of business at all regular meetings shall be as follows:

(a) Pledge of Allegiance.

(b) Roll call.

(c) Consent agenda. Items listed on the consent agenda are considered to be routine in nature and will be enacted by one motion. 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. 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 meeting agenda.

(d) Minutes of previous meetings.

(e) Reports of ~~special committees~~ the City Manager.

~~(f) Reports of municipal officers, departmental commissioners or department heads.~~

~~(g)~~(f) Approval of the payroll and bills submitted since the last Council meeting.

~~(h)~~(g) Public 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.

(i) Unfinished business.

(j) New business.

(k) Miscellaneous business.

(l) Recess to closed session. The agenda must cite the specific statutory exception to the Illinois Open Meetings Act, being ILCS Ch. 5, Act 120, §2(c), that allows discussion of topics in closed session.

(m) Reconvene from closed session; consider motions or notice of motions pertaining to topics discussed in closed session, if noticed in the agenda.

(n) Adjourn.

(2) This order of business may be changed during any meeting as may be convenient by a vote of a majority of all the members elected.

(C) The Mayor shall preserve order and decorum and shall decide all questions of order, subject to an appeal to the Council. A majority of all the members elected shall carry the appeal, unless the subject matter sought to be considered requires a large vote for its adoption, in which case a like vote shall be necessary to overrule the decision of the chair.

(D) Any member called to order shall immediately take his seat until the point of order is decided.

(E) Appeals shall be decided without debate, but the chair and the appealing member may each speak once to explain.

(F) On appeal the question shall be in the following form, "Shall the decision of the chair be sustained?"

(G) Any member desiring to speak on any question (or proposing a motion) shall rise and address the chair, but shall not proceed until recognized by the chair. He shall not speak longer than ten minutes, or more than once, except by general consent. The mover may, however, speak to close debate for not to exceed five minutes.

(H) Any member indulging in personalities, reflections injurious to any member of the Council or not speaking in order, or smoking, shall be called to order.

(I) All petitions and other communications shall be in writing.

(J) While any member has the floor and is speaking no other member shall engage in conversation, or pass between him and the chair or otherwise interrupt the speaker.

(K) When a question is stated every member present shall vote, unless excused by the Council, or unless pecuniarily or personally, directly or indirectly, interested in the result of the vote, in which case he shall not vote.

(L) No motion shall be entertained unless seconded; when seconded it shall be stated by the chair, and if he or any other member requires it, reduced to writing.

(M) When a motion or resolution has been so stated it shall be in the possession of the Council, but it may by consent of the Council be withdrawn at any time before it is acted upon.

(N) If a question contains more than one distinct proposition, it may be divided by the chair on the request of any member.

(O) When a blank is to be filled or the motion is to strike out and insert, and different sums or times are proposed, the question shall first be put upon the largest sum or the longest time.

(P) When a question is under debate no motion shall be entertained unless for the previous question, to refer, to postpone, to adjourn to a certain day, to lay on the table, to amend, or to adjourn the Council.

(Q) A motion for the "previous question," or to lay on the table, until decided, preclude all amendment and all debate or to adjourn to a certain day, shall, until decided, preclude all amendment to the main question.

(R) The previous question shall be put as follows: "Shall the main question be now put?"

(S) A motion to adjourn (without conditions or time) shall always be in order and decided without debate.

(T) The name of a member offering a motion, ordinance, resolution or other proposition, shall be entered with it upon the journal.

(U) The following city officers shall attend all regular meetings of the Council unless excused by the Mayor: City Clerk, City Attorney, Treasurer, Chief of Police, ~~Health Officer~~, Fire Chief, Community Development and Planning Director, Tourism Director, City Engineer and ~~Superintendent of Streets~~, Public Works Director.

(V) No vote of the Council shall be reconsidered or rescinded at any meeting of the Council, unless at such meeting there be present as many members as were present when such vote was taken.

(W) All ordinances, resolutions or other propositions or motions in writing, which are finally disposed of unfavorably shall, unless returned to the introducer at his request, be destroyed by the Clerk after 30 days.

(X) All ordinances, resolutions or other motions and propositions in writing which shall remain on file for more than 90 days without any action being taken thereon shall be deemed abandoned, and shall be destroyed by the Clerk.

(Y) All ordinances or resolutions for the consideration of the Council shall be filed with the City Clerk at least 72 hours before the meeting at which they are to be presented and considered, and the Clerk shall furnish copies thereof to each member of the Council and the City Attorney 48 hours before the meeting at which same are to be considered, unless waived by a vote of at least four members of the Council.

(Z) On all questions of order not herein specially provided for, Roberts Rules of Order for Parliamentary Practice is adopted and made the law governing the deliberations of the Council.

§ 32.05 POWERS, FUNCTIONS AND DUTIES.

(A) The City Council has and shall exercise all legislative powers, functions and duties conferred upon the city or its officers.

(1) It shall make all orders for ~~the doing of work, or~~ the making or construction of any improvements, bridges or buildings. It shall levy all taxes, apportion and appropriate all funds, and audit and allow all bills, accounts, payrolls, and claims, and order payment thereof. It shall make or authorize the making of all contracts, and no contract shall bind or be obligatory upon the city unless either made by ordinance or resolution adopted by the Council or reduced to writing and approved by the Council, or expressly authorized by ordinance or resolution adopted by the Council.

(2) ~~All commissioners of departments and officers are the agents of the Council only, and all their acts shall be subject to review or approval or revocation by the Council. Every commissioner or officer shall, from time to time, as required by law or ordinance, or when requested by the Council, or whenever he or she shall deem necessary for the good of the public service, report to the Council in writing respecting the business of his or her department, office or matters connected therewith. Each commissioner or department head may make such rules and regulations or issue such commands and directions as he or she may deem wise and expedient for the proper conduct of the business of his or her department.~~

(3) The Council may, by ordinance or resolution, assign to an ~~commissioner~~, officer or employee, duties in respect to the business of any other City departments, offices or employment, and such service shall be rendered without additional compensation.

(B) The Council shall adopt rules governing its order of business and prescribe the manner in which legislation shall be considered, which rules shall not be inconsistent with the law and ordinance.

(C) Classification of employees.

(1) *Probationary employees.* Except for police officers and firefighters, an employee is a probationary employee for his or her first six months of employment unless otherwise stated in a collective bargaining agreement. A police officer or firefighter is a probationary employee for his or her first 12 months of employment. The City Manager may discharge the employee with or without cause during this probationary period.

(2) *Regular full-time employees.* A person working the regularly scheduled number of hours is considered a regular full-time employee. Temporary employees are not considered regular full-time employees.

(3) *Regular part-time employees.* A person working less than the regularly scheduled number of hours is considered a regular part-time employee.

(4) *Temporary employees.* A person expected to be employed for a period of less than six consecutive months or less than 1,000 hours in the next 12-month period is considered a

temporary employee. Temporary employees may work the regularly scheduled number of hours (full- time) or less than the regularly scheduled number of hours (part-time).

(5) *Exempt employees.* A person appointed to a management, supervisory or confidential position as defined by the Fair Labor Standards Act and/or the Illinois Labor Relations Board.

(6) *Non-exempt employees.* A person appointed to a position that is not an exempt position.

(D) Appointment authority. Except as otherwise provided by law, the City Manager shall determine the need for and hire ~~N~~ new probationary, regular full-time, regular part-time, exempt and non-exempt employees of the municipality ~~may be hired only by the affirmative vote of a super majority (75% or more) of the total members of the City Council then holding office.~~ If such authority is delegated by the City Manager, ~~T~~ temporary employees may be appointed by departmental directors. ~~with the approval of the departmental commissioner.~~

§ 32.16 INSURANCE STUDY COMMITTEE.

(A) An Insurance Study Committee is hereby appointed with each member to serve until replaced by a subsequent appointee.

(B) The Committee shall consist of nine members, with the membership electing a chairperson and a secretary at its first meeting subsequent to the adoption of this section.

(C) The Committee shall adopt its own rules of procedure, and, in the absence of such rules of procedure, shall follow “Robert's Rules of Order.”

(D) The Committee is a public body and shall comply with the Illinois Open Meetings Act by giving public notice of its meetings.

(E) The Committee shall receive its assignments from the City Council and the City Manager. ~~through the Finance Commissioner.~~

(F) The Committee shall make recommendations to the City Council and City Manager, in its advisory capacity with respect to insurance coverages purchased by the city in all forms and all coverages.

SECTION 3: Code Amendments – Chapter 33. The current provisions of § 33.001 Distribution of Powers, § 33.002 Appointment of Assistants and Employees, § 33.015 Powers and Duties of Mayor as the Commissioner of the Department of Public Affairs, § 33.025 Powers And Duties of the Commissioner of Accounts and Finances, § 33.035 Powers and Duties of the Commissioner of Streets and Public Improvement, § 33.045 Powers and Duties of the Commissioner of Public Property, § 33.055 Powers and Duties of the Commissioner of Public Health and Safety, § 33.065 Arts Council Regulations, § 33.075 Establishment, § 33.076 Appointment, § 33.077 Qualifications, § 33.078 Compensation, § 33.079 Officers and §

33.095 Membership of Chapter 33 CITY COUNCIL of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. **text**), as follows:

CHAPTER 33: DEPARTMENTS, BOARDS AND COMMISSIONS

Section

General Provisions

33.001 Distribution of powers

33.002 Appointment of assistants and employees

Department of Public Affairs

33.015 Powers and duties of Mayor **and City Manager** ~~as the Commissioner of the Department of Public Affairs~~

Department of Accounts and Finances

33.025 Powers and duties of the **Finance Director** ~~Commissioner of Accounts and Finances~~

Department of Streets and Public Improvement

33.035 Powers and duties of the **Public Works Director** ~~Commissioner of Streets and Public Improvement~~

Department of Public Property

33.045 Powers and duties of the **Public Works Director** ~~Commissioner of Public Property~~

Department of Public Health and Safety

33.055 Powers and duties of the **Fire Chief** ~~Commissioner of Public Health and Safety~~

City Arts Council

33.065 Arts Council regulations

Public Works Advisory Board

33.075 Establishment

33.076 Appointment

33.077 Qualifications

33.078 Compensation

33.079 Officers

Community Planning and Zoning Commission

33.095 Membership

§ 33.001 DISTRIBUTION OF POWERS.

The executive and administrative powers, authority and duties in the city **are generally vested in the City Manager.** ~~distributed into and among the several departments and powers and duties to be performed are determined and assigned to the appropriate departments and officers, all as hereinafter set forth in §§ 32.05, 33.002, 33.003, and 33.015 through 33.055.~~

(Ord. 2001-5083, passed 9-18-2001)

§ 33.002 APPOINTMENT OF ASSISTANTS AND EMPLOYEES.

- (A) Except as otherwise provided by law or ordinance, the City Manager ~~the Superintendent of each department~~ shall make and enforce such rules and regulations adopted by the Council as may be necessary to secure efficient conduct of the service of the ~~Commissioner's~~ City departments and of the business in charge thereof.
- (B) Except as otherwise provided by statute, the ordinances of the city, applicable labor agreements, and the applicable personnel codes, the ~~Council~~ City Manager is vested with the right, power and authority to approve and confirm all appointments and has the power to discharge at any time the heads of all departments ~~subordinate to the Commissioners thereof~~, as well as any and all employees within such departments. ~~All ex-officio members and officers shall have the right to vote.~~
- (C) The ~~Commissioner or Mayor in charge of any department~~ City Manager shall submit to the Council for its approval his or her candidate for appointment to fill a vacancy of a department head, if the vacancy be created by reason of retirement, resignation or discharge, not less than 15 days before the vacancy shall exist as soon as possible if not before the vacancy exists. If the ~~Commissioner or Mayor~~ fails or refuses to submit a candidate for consideration and approval, or if the candidate submitted is not acceptable to the Council, then the Council shall proceed to fill the vacancy. In the event of a vacancy by death, or otherwise without notice, the ~~Commissioner or Mayor in charge of such department~~ shall submit his or her candidate to the Council to fill the vacancy not later than 30 days thereafter.

~~DEPARTMENT OF PUBLIC AFFAIRS~~

§ 33.015 POWERS AND DUTIES OF MAYOR AND CITY MANAGER ~~AS THE COMMISSIONER OF THE DEPARTMENT OF PUBLIC AFFAIRS.~~

(A) The Mayor shall be the president of the Council and preside at its meetings. The ~~Mayor~~ City Manager shall supervise all departments and report to the Council for its action all matters requiring Council attention in any department. The City Manager shall be the chief executive officer, responsible for the day-to-day operations and implementing the policies set by the Mayor and City Council. The ~~Mayor~~ City Manager shall have and exercise all the powers and perform all the duties provided or prescribed by law or the ordinances of the city, not in conflict with the provisions of this chapter. The ~~Mayor shall be Commissioner of the Department of Public Affairs, and as such shall be the chief executive officer of the municipal corporation.~~ The Mayor or City Manager shall sign all contracts on behalf of the city. ~~and~~ The City Manager shall have charge of and cause to be prepared and published all statements and reports required by law or ordinance or by resolution of the Council.

(B) ~~The Mayor~~ City Manager shall grant all licenses or permits, unless otherwise provided by law or ordinance, ~~and in the absence or inability of any of the Commissioners to act, shall exercise temporary supervision over the department assigned to said Commissioner. He or she~~ The City Manager shall have supervision of all purchases of all materials, apparatus and supplies of his or her department ~~or the offices and departments assigned thereto.~~

(C) ~~The Mayor~~ City Manager shall have general supervision and control of the Police Department and all officers and members thereof. ~~The Mayor~~ City Manager shall see that all police officers are prompt and faithful in the discharge of their respective duties and from time to time shall take such measures as he or she may deem expedient for the preservation of peace and good order and the enforcement of the laws and ordinances of the city.

(D) ~~The Mayor~~ City Manager shall have general supervision and control of the Community Development and Planning Department and its land use regulatory functions, including planning, zoning and building code enforcement. ~~The Mayor~~ City Manager shall provide general supervision and control of the office of the City Clerk and all business regulatory functions of the municipality. The Public Library trustees shall be appointed under by the ~~supervision of the Mayor~~ in the manner and form prescribed by statute.

(E) ~~The Mayor~~ City Manager appoints the City Attorney and the City Council appoints the Treasurer, and City Clerk and City Administrator with the advice and consent of the City Council. Except when another appointment authority is prescribed by statute or ordinance, the Mayor appoints members of boards, commissions and advisory committees of the municipality with the advice and consent of the Council. The Mayor may appoint another commissioner or official to represent the city's interest in organizations of which the city is a member, subject to advice and consent of the Council. the mayor retains the appointment power over membership on certain boards and commissions, subject to advice and consent of the council. Thus, the mayor appoints, with the approval of the council, the members of the board of local improvements, the zoning board of appeals, and the plan commission.

(F) The City Manager, or his/her designee, shall have charge and supervision of Arts Council.
Cross-reference: § 33.065 ARTS COUNCIL REGULATIONS

(G) The City Manager shall have charge of and supervision over the Tourism Department, including operations of the Hotel/Motel Tax Fund and Festival Management Fund.

~~(F) All other officers or employees not by statute or ordinance apportioned or assigned to some other department are hereby assigned to the Department of Public Affairs and shall be under the control and supervision of the Mayor.~~

~~(G) The Commissioner of the Department of Public Affairs shall have charge of and supervision of organizational technology for the municipality.~~

(H) When not otherwise provided for by law or in this Code, the City Manager shall have the authority to appoint or designate such department heads, superintendents, directors as may

be established by the City Council or this Code, or to delegate such authority to appropriate administrative personnel.

(I) *Local state of emergency.*

(1) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this division, except where the context clearly indicates a different meaning:

CURFEW. A prohibition against any person walking, running, loitering, standing or motoring upon any alley, street, highway, public property or vacant premises within the corporate limits of the city except officials of any governmental unit and persons officially designated to duty with reference to said civil emergency.

EMERGENCY. (a) A riot or unlawful assembly characterized by the use of actual force or violence or any threat to use force if accompanied by immediate power to execute by three or more persons acting together without authority of law; or (b) Any natural disaster, epidemic, or manmade calamity, including outbreak of disease, flood, conflagration, cyclone, tornado, earthquake or explosion, or eminent threat of any of those events within the corporate limits of the city, resulting in or threatening the death or injury of persons or the destruction of property to such an extent that extraordinary measures must be taken to protect the public health, safety and welfare.

(2) *Declaration.* Whenever an emergency, as defined in division (H)(1) of this section exists, the Mayor is authorized to declare the existence of a local state of emergency by means of a written declaration of the Mayor, under oath, setting forth the facts which constitute the emergency, describing the nature of the emergency and declaring that a local state of emergency exists in accordance with the definitions set forth in this section. This declaration must be filed with the Municipal Clerk as soon as practicable after issuance.

(3) *Curfew authorized.* After proclamation of a local state of emergency by the Mayor, he or she may order a general curfew applicable to such geographical areas of the city or to the city as a whole, as he or she deems reasonable and advisable, and applicable during such hours of the day or night as he or she deems necessary in the interest of the public safety and welfare.

(4) *Orders authorized.* After the proclamation of a local state of emergency, the Mayor may also, in the interest of public safety and welfare, and to address this issues caused threatened by the emergency, make take any or all of the following actions by executive order during the state of emergency:

(a) All actions reasonably necessary to respond to the emergency;

(b) Approve previously appropriated expenditures of the city for the purpose of continuing the operations of the municipality;

(c) In the event the local state of emergency extends beyond the current fiscal year and a new budget has not been approved, Mayor shall be authorized to approve new spending by the city during the existence of the local state of emergency.

(d) Order the closing of all retail liquor stores, including taverns and private clubs or portions thereof wherein the consumption of intoxicating liquor and beer is permitted;

(e) Order the discontinuance of the sale of alcoholic liquor by any wholesaler or retailer;

(f) Order the discontinuance of selling, distributing or giving away gasoline or other liquid flammable or combustible products in any container other than a gasoline tank properly affixed to a motor vehicle;

(g) Order restrictions on ingress or egress to parts of the city to limit the occupancy of any premises;

(h) To make provisions for the availability and use of temporary emergency housing;

(i) Temporarily postpone, all meetings of the City Council, and any city committee, commission, board authority, or other city body as deemed appropriate by the Mayor;

(j) Temporarily close any and all streets, alleys, sidewalks, bike paths, public parks or public ways;

(k) Approve application for local, state, or federal assistance;

(l) Establish and control routes of transportation, ingress and egress;

(m) To the extent not superseded by authorities with superior jurisdiction, control ingress and egress from any designated disaster or emergency area or home, building or structures located therein;

(n) Accept services, gifts, grants loans, equipment, supplies, and /or materials whether from private, nonprofit, or governmental sources;

(o) Close or cancel the use of any municipally owned or operated building or public facility; or

(p) Issue any and all such other orders or undertake such other functions and activities as the Mayor reasonably believes is required to protect the health, safety, and welfare of persons or property within the city or otherwise preserve the public peace or abate, clean up, or mitigate the effects of any emergency or disaster.

(5) *Duration.* The declaration herein authorized shall be effective for a period of up to 21 days or until the adjournment of the next regular or special meeting of the City Council, whichever comes first, unless sooner terminated by a proclamation of the Mayor, or, his or her interim emergency successor, indicating that the civil emergency no longer exists. The Mayor or

his or her interim emergency successor, shall have the power to re-proclaim the existence of an emergency at the end of each 21-day period during the time said emergency exists.

(6) *Notice.* Upon issuing the proclamation herein authorized, the Municipal Clerk shall notify the news media situated within the city, and shall cause at least four copies of the proclamation declaring the existence of the emergency and any curfew to be posted at the following places within the city: the city hall, the police station and in the area of any curfew.

(7) *Violations.* Any person violating the provisions of this section or executive orders issued pursuant hereto shall be guilty of an offense against the city and shall be punished as provided by § 10.99.

(8) *Effect on other ordinances.* Nothing contained in this section shall be construed to impair the powers contained in this code, giving powers to the police and fire departments, but shall be construed together with existing ordinances now in effect for the safety and welfare of the citizens of the city.

~~DEPARTMENT OF ACCOUNTS AND FINANCES~~

§ 33.025 POWERS AND DUTIES OF THE FINANCE DIRECTOR ~~COMMISSIONER OF ACCOUNTS AND FINANCES.~~

(A) The Finance Director shall be appointed by the City Manager. ~~Commissioner of Accounts and Finances~~ Finance Director shall have charge of and supervision over all accounts and records of the city, and of all officers, boards or departments required to keep or make accounts, records or reports. Said ~~Commissioner~~ Finance Director shall inspect or cause to be inspected all records or accounts required to be kept in any of the offices or departments of the City and shall cause proper accounts and records to be kept and proper reports to be made. The ~~Commissioner~~ Finance Director shall audit or cause to be audited at frequent intervals the accounts of every officer or employee who does or may receive or disburse money. The ~~Commissioner~~ Finance Director shall examine or cause to be examined and report to the Council upon all bills, accounts, payrolls and claims before they are acted upon or allowed, unless otherwise provided by law.

(B) The ~~Commissioner of Accounts and Finances~~ Finance Director shall procure, from all persons or corporations operating public service utilities on, in or about the city, and cause to be placed on file, such reports as they are by law or ordinance or otherwise required to make to the city, or any of its officers, and shall procure copies of such reports as are made to the state or any public office or department, and shall cause same to be placed on file, and shall collect, or cause to be collected, all license fees, franchise taxes, rentals or other monies which may be due or become due to the city; the ~~Commissioner~~ Finance Director shall report to the Council any failure to make reports or pay money due to the city, which such recommendations in relation thereto as the ~~Commissioner~~ Finance Director may deem proper. The ~~Commissioner~~ Finance

Director shall, whenever the city has authority so to do, cause to be examined the accounts and records of any person or corporation operating a public service utility in the city, and shall report to the Council any refusal to permit such examination.

(C) ~~The Commissioner of Accounts and Finances~~ Finance Director, with approval of the Council, shall have control and supervision over all matters of bonds and insurance purchased or to be purchased, including any renewals or re-issuance thereof, in all departments of the city with the advice and consent of the Council.

(D) ~~The Commissioner of Accounts and Finances shall be the Vice President of the Council, and in case of a vacancy in the office of Mayor or the absence or inability of the Mayor to act, shall perform the duties of the Mayor.~~

(E) ~~The Commissioner of Accounts and Finances~~ Finance Director shall have charge of all accounts, collections and disbursements of all departments and all bills for city salaries, and all demands coming from the judicial branch of the city government, and shall approve same if just and correct.

(F) ~~The Commissioner of Accounts and Finances~~ City Manager, of his/her designee, shall have charge of city beautification and the environmental committee.

(G) ~~The Commissioner of Accounts and Finances~~ Finance Director shall, upon application, be entitled to such assistance from other departments as may be necessary for any purpose pertaining to his or her department, and the ~~Commissioner~~ Finance Director shall have control and supervision over all department employees or officers as may be ~~assigned~~ authorized or delegated by the City Manager to the ~~Commissioner's~~ Finance Director department.

~~DEPARTMENT OF STREETS AND PUBLIC IMPROVEMENT~~

§ 33.035 POWERS AND DUTIES OF THE PUBLIC WORKS DIRECTOR ~~COMMISSIONER OF STREETS AND PUBLIC IMPROVEMENT.~~

(A) ~~The Commissioner of Streets and Public Improvement~~ Public Works Director, ~~who ex officio shall be Commissioner of Public Works~~, shall have authority over and charge of the cleaning, sprinkling and repair of streets, alleys, and public places, except as otherwise provided herein, and the entire erection, making and reconstruction of all street improvements, paving, curbing, sidewalks, bridges, viaducts, subways and all public improvements and the repair thereof, including the improvement and repair of water and sewer mains, unless otherwise provided by law or by ordinance.

(B) ~~The Commissioner of Streets and Public Improvement~~ Public Works Director shall have charge of and supervision of all right-of-way owned by the city together with the care and maintenance of trees, other landscape and street furniture within the right-of-way.

(C) The ~~Commissioner of Streets and Public Improvement~~ Public Works Director shall approve the estimates of the ~~Public Works Director~~, which may be made from time to time, of the cost of such work, as the same progresses, and shall recommend to the Council the acceptance of the work done or improvement made, when completed according to contract, and perform such other duties as may be required by ordinance or resolution.

(D) The ~~Commissioner of Streets and Public Improvement~~ Public Works Director shall have charge of, and have the control, management and direction of lighting of streets, alleys, parking lots, public grounds, bridges, viaducts, subways and buildings not otherwise assigned by law and this chapter. The ~~Commissioner~~ Public Works Director shall have charge of, control and management of the connection of all electric wiring to and with the wires of any public utility corporation, or person rendering service under any franchise, grant or contract; and to issue permits for the same.

(E) The ~~Commissioner of Streets and Public Improvement~~ Public Works Director shall have charge of the location of the excavations to be made in paved streets or alleys or other places for the purpose of repairing, tapping, inspecting or otherwise, but the issuing of permits for said excavations shall be by the Community Development and Planning Department, provided the ~~written~~ consent of the Street Superintendent is first had and obtained. The ~~Commissioner~~ Public Works Director shall have charge of keeping open all catch basins and of making ordinary repairs thereon.

(F) The ~~Commissioner of Streets and Public Improvement~~ Public Works Director shall have charge and control of the inspections made upon matters pertaining to the ~~Commissioner's~~ Public Works Director's department and collect for same according to law. The ~~Commissioner~~ Public Works Director shall have supervision of the purchasing of all material, apparatus and supplies to the ~~Commissioner's~~ Public Works Director's department, and of the offices and departments assigned thereto. The ~~Commissioner~~ Public Works Director shall, upon application, be entitled to such assistance from any other department as may be necessary for any purpose pertaining to the ~~Commissioner's~~ Public Works Director's department and the ~~Commissioner~~ Public Works Director shall have control and supervision over all ~~department~~ employees or officers as may be assigned authorized or delegated by the City Manager to the ~~Commissioner's~~ Public Works Director.

(G) The ~~Commissioner of Streets and Public Improvement~~ Public Works Director shall have supervision of the purchase of material and supplies for construction or repair work or for use in the ~~Commissioner's~~ Public Works Director's department or the offices and departments assigned thereto, the Superintendent of Streets and all employees, all sidewalk work, all officers and employees employed in connection with the work of the department, are apportioned and assigned to the ~~Commissioner of Streets and Public Improvement~~ Public Works Director and shall be under the supervision and direction of the ~~Commissioner~~ Public Works Director, as may be authorized or delegated by the City Manager thereof.

(H) ~~The Commissioner of Streets and Public Improvement~~ Public Works Director shall have charge of and supervision over the placement, installation, repair and maintenance of traffic signs and traffic control lights.

(J) ~~Except for water, sewer, cemetery, park and lake operations, t~~ The Commissioner of Streets and Public Improvement Public Works Director shall have general supervision and control over sanitation, construction inspection and equipment maintenance functions.

~~(J) The Commissioner of Public Property~~ Public Works Director shall have charge of and supervision and control over the water and sewer treatment plants, the Lake Mattoon and Lake Paradise water reservoirs, and all officers, employees, as may be authorized or delegated by the City Manager, and the property, apparatus and equipment used or capable of being used therewith.

~~(K) The Commissioner of Public Property~~ Public Works Director shall have charge of and supervision and control over all buildings and grounds owned by the city.

~~DEPARTMENT OF PUBLIC PROPERTY~~

§ 33.045 POWERS AND DUTIES OF THE PARKS AND RECREATION DIRECTOR ~~COMMISSIONER OF PUBLIC PROPERTY.~~

~~(A) The Commissioner of Public Property shall have charge of and supervision and control over the water and sewer treatment plants, the Lake Mattoon and Lake Paradise water reservoirs, and all officers, employees, property, apparatus and equipment used or capable of being used therewith.~~

~~—(B) The Commissioner of Public Property shall have charge of and supervision and control over all buildings and grounds owned by the city.~~

~~(C)~~ (A) ~~The Commissioner of Public Property~~ Parks and Recreation Director shall have general supervision and control of all public parks, playgrounds and pleasure grounds within or belonging to the city, and all animals, birds, livestock, plants, trees and shrubbery contained therein or kept or used in connection with parks.

~~—(D)~~ (B) ~~The Commissioner of Public Property~~ Parks and Recreation Director shall have charge of and supervision over the improvement, maintenance and care of Dodge Grove Cemetery.

~~(E) The Commissioner of Public Property shall, upon application, be entitled to such assistance from other departments as may be necessary for any purpose pertaining to the Commissioner's department and the Commissioner shall have control and supervision over all employees or officers as may be assigned to the Commissioner's department.~~

~~DEPARTMENT OF PUBLIC HEALTH AND SAFETY~~

~~§ 33.055 POWERS AND DUTIES OF THE~~ **FIRE CHIEF** ~~COMMISSIONER OF PUBLIC HEALTH AND SAFETY.~~

(A) ~~The Commissioner of Public Health and Safety~~ **Fire Chief** shall have general supervision and control of the Fire Department and all fire fighters, officers and employees therein and supervision over all Fire Stations, property and apparatus used in or by the Fire Department.

~~—(B) The Commissioner of Public Health and Safety shall have charge of and supervision over the Tourism Department, including operations of the Hotel/Motel Tax Fund and Festival Management Fund.~~

~~—(C) The Commissioner of Public Health and Safety shall have charge and supervision of the Mattoon Arts Council.~~

CITY ARTS COUNCIL

§ 33.065 ARTS COUNCIL REGULATIONS.

(A) *Purpose.*

(1) *Vision.* The Mattoon Arts Council envisions a vibrant, creative community where arts activities are frequent and evident, where members of the community have opportunities to experience and engage in the arts directly and where arts activities are appreciated as an asset for the community and economic development.

(2) *Mission.* The Mattoon Arts Council supports, develops, facilitates and promotes high-quality, affordable arts programs and events for people of all ages.

(3) *Values.*

(a) Our work must be done in collaboration with others to make the most of our assets as a small community.

(b) We define **ART** to include the widest possible interpretation of the language, visual and performing arts.

(c) The presence of arts intrinsically enhances a community's quality of life.

(d) We especially value, seek out and support events that offer opportunities to educate.

(e) Engagement in artistic activities stimulates community creativity and attracts people to a community in ways that have long term social and economic benefits.

(B) *Council Board of Directors.*

(1) *General powers.* The affairs of the Mattoon Arts Council shall be managed by its Board of Directors.

(2) *Membership.* Directors of the Mattoon Arts Council are appointed by the Mayor with confirmation by the City Council from the nominations of the Mattoon Arts Council Board of Directors. The Board will consist of 11 voting members, a majority of whom shall be residents of the City. The City Administrator City Manager, ~~the designated City Council member overseeing the Arts Council~~ and the Tourism Director will serve as ex officio (non-voting) members of the Board.

(3) *Terms.* Length of term is two years. The terms of the Board membership are staggered. Annual appointments by the City Council take place in September. Directors are limited to three full terms. Past Board Directors may be re-appointed to an additional term after being off the Board for a minimum period of one year. Term limits can be waived one time in a special circumstance by a two-thirds vote of the Board of Directors.

(4) *Compensation.* No Director of the Mattoon Arts Council shall be compensated for the performance of services for the Council, but may, by resolution of the Council, be reimbursed for expenses incurred on behalf of the Council. No part of net earnings or other assets of the Council shall inure to the benefit of, or be distributable to its members, directors or any private persons.

(5) *Responsibilities.* Council Board Directors are expected to be active in the management and activities of the Mattoon Arts Council. Council Directors are expected to attend a minimum of two-thirds of all meetings, be actively involved in at least one committee and publicly support the arts and the Arts Council.

(a) The Mattoon Arts Council Board members shall make final approval, by majority vote, of any expenditures greater than \$500 from funds collected by donations, membership fees and other fundraising activities.

(b) Any expenditures greater than \$100. but less than \$500 shall be approved by any two of the four sitting Arts Council officers.

(c) Any expenditures less than \$100 shall be approved by the Tourism Director or the Arts Coordinator at the Director's discretion.

(d) Upon approval of expenditures as set forth herein above, the ~~Commissioner of Accounts and Finance~~ Finance Director of the City shall prepare or shall direct the preparation of checks and distribute said checks for payment in a timely manner.

(6) *Resignation.* Any Council Board Director may resign by submitting a letter of resignation to the Chairman.

(7) *Removal.* A Director who misses 50% of the meetings or three consecutive meetings during a one- year period may be removed from the Board by the Chairman.

(8) *Vacancies.* For any vacancy on the Council Board, the Board Chairman will make the appointment, with approval by the Board and the City Council. A Director appointed to fill a vacancy shall serve for the unexpired term of his/her predecessor.

(9) *Council advisers.* The Chairman may invite members of the community to sit as Council advisers, with the approval of the Council Board, on such terms as determined by the Council Board. Advisers will be welcomed to share knowledge and expertise that may assist Council Board in attaining the Mattoon Arts Council's objectives. There shall be no fixed term or maximum number of Council advisers. Council advisors shall not have voting privileges at Board meetings but may make recommendations to the Council Board.

(C) *Officers.*

(1) *Officers.* The officers of the Mattoon Arts Council shall be Chairman, Vice-Chairman, Secretary and Treasurer and other such officers as the Board may direct. No two offices may be held by the same person.

(2) *Elections and terms of office.* The officers shall be elected annually in October. The officers shall hold an office for a two-year term. The Board may grant up to two one-year extensions to an officer's term. A Director may return to an office after one year.

(3) *Removal.* An officer elected or appointed by the Board of Directors may be removed by a two-thirds vote of the members of the Board of Directors.

(4) *Vacancies.* A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

(5) *Chairman.* The Chairman shall preside at all meetings of the Mattoon Arts Council and shall have general supervision over all business, affairs and activities of the Mattoon Arts Council. The Chairman shall appoint all standing committees.

(6) *Vice Chairman.* The Vice Chairman shall preside in the absence of the Chairman.

(7) *Secretary.* The Secretary shall be responsible for the usual duties including keeping minutes of all meetings, and other duties, from time to time, as assigned by the Chairman.

(8) *Treasurer.* The Treasurer shall be responsible for the usual duties including maintaining all financial accounts and records and presenting a financial report at each Board meeting, and other duties, from time to time, as assigned by the Chairman.

(D) *Meetings.*

(1) *Regular meetings.* Meetings shall be held monthly. Time and location will be determined by the Council Board.

(2) *Quorum.* A quorum shall consist of a simple majority of all appointed voting Mattoon Arts Council Directors. Routine business shall be transacted by a simple majority vote. If a quorum is present, the affirmative vote of a majority of those present at the meeting shall be the act of the Mattoon Arts Council. Each Director of the Mattoon Arts Council is entitled to cast one vote. There shall be no proxy voting. Whenever permissible, a Director may attend by telephone or web connection.

(3) *Notice.* Notice of Board meetings shall be given at least five days prior to the meeting. Each Director shall receive notice by regular mail, phone or email. The notice shall include the date, time and place of the meeting.

(4) *Special meeting.* Special meetings of the Directors may be called at any time by the Chairman, or by any three Directors. Notice of a special meeting of the Council Board shall be given five days prior to the meeting.

(5) *Rules of Order.* Current Robert's Rules of Order shall govern the Mattoon Arts Council when not inconsistent with the by-laws of the Mattoon Arts Council or any other special rules of order the Council may adopt.

(6) *Fiscal year.* The fiscal year shall begin on the first day of May and end on the last day of April.

(E) *Committees.* The Mattoon Arts Council shall have the following committees and such other committees as the Council deems appropriate. Each committee shall choose a chair and may appoint community advisers to assist with committee activities.

(1) *Governance Committee.* Create and oversee structured mechanisms and tools that ensure competent management and high quality operations, guided by the objectives of our strategic plan.

(2) *Program Committee.* Provide compelling and coherent programming, competently offered, that provides value to our community and makes optimal use of our resources, guided by the objectives of our strategic plan.

(3) *Development Committee.* Provide or create increased fundraising efforts, for both the short term and long term financial operations of the Mattoon Arts Council, guided by the objectives of our strategic plan.

(4) *Nomination Committee.* Annually accept nominations and prepare a slate of officers for the Board of Directors. Develop policies and procedures that it deems necessary to ensure the successful succession of the Council.

(F) *Records and reports.*

(1) *Records.* The Mattoon Arts Council shall maintain adequate and correct books, records and accounts of its operations. All such books, records and accounts shall be kept by the Secretary and/or Treasurer, and surrendered upon completion of their term of office. Accurate minutes shall be kept of the proceedings of the Board of Directors. A record of the names and addresses of each member of the Council shall be kept on file, and updated annually. Past records shall be kept permanently in files for future reference.

(2) *Reports.* All books and accounts of the Mattoon Arts Council shall be open to inspection by the members of the Board of Directors and subject to public inspection under the Illinois Freedom of Information Act. All committees are expected to give monthly reports of their activities or non-active time. Any event needs to provide a written report to the secretary of details including income, expenses and attendance. The calendar year shall be used for annual reporting to City Council during the month of January.

(3) *Financial reporting.* The ~~Commissioner of Accounts and Finance~~ **Finance Director** shall provide financial reporting and financial accounting in a manner consistent with the achievement of the stated vision, mission and values of the Mattoon Arts Council. The ~~Commissioner~~ **Finance Director** shall be charged with providing financial services including check writing responsibility; generating and circulating monthly financial reports; segregating Mattoon Arts Council funds; reviewing internal financial control; and providing a regular annual audit of financial records.

(G) *Other.*

(1) *Conflict of interest.* No Director of the Mattoon Arts Council shall use their position, or knowledge gained therefrom, in such a manner that a conflict between the organization and their personal interests arise. Each Council Director has a duty to place the interest of the Mattoon Arts Council foremost in dealings with the organization. If any Council Director has a personal interest in business or activity proposed, they are expected to fully disclose such interest. Any Director aware of a potential conflict should not be present for any discussion or vote in connection with the matter. Official minutes will reflect any abstaining votes.

(2) *Political activism.* The Mattoon Arts Council shall use neither its monies nor its name in furtherance of, nor engage in, political activity in support of any candidate for public office or issue for referendum. This shall not be construed to limit the exercising of the constitutional rights of any individual Director.

(3) *Non-discrimination.* The Mattoon Arts Council will not discriminate against people on the basis of race, color, sex, religion, income, national origin, age, disability, sexual orientation, political affiliation or any other legally protected characteristic in any of its policies, recommendations or actions.

(4) *Endowment.* The Board of Directors shall have the power to accept gifts of money or securities from donors and to designate the gifts as an endowment fund. The Mattoon Arts

Council shall spend only the income from the interest generated by the endowment fund. The Board of Directors shall designate the institution for the deposit of funds.

(5) *Amendments to by-laws.* These by-laws may be amended or revised by the Board of Directors at any time, with 30 days prior notice of the amendment and a two-thirds vote of the Board quorum present at a regular meeting of the Mattoon Arts Council. By-laws then will go to the City Council for approval.

PUBLIC WORKS ADVISORY BOARD

§ 33.075 ESTABLISHMENT.

A Public Works Advisory Board is hereby created to advise the Public Works Director, ~~the Parks and Recreation Director~~ and the City Council on policy matters pertaining to the activities and functions of both the Public Works Department ~~and Parks and Recreation Department~~. All corporate **legislative** powers of the city and its Public Works Department ~~and Parks and Recreation Departments~~ are vested in the City Council. No individual member of the Board or collective action of the Board may direct action to be taken by the City Council, the Public Works Director, Parks and Recreation Director, employees or contractors of the city.

COMMUNITY PLANNING AND ZONING COMMISSION

§ 33.095 MEMBERSHIP.

The City Planning Commission authorized by this section shall consist of 11 members, with the power to vote 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 designee, and the executive director of the Mattoon Chamber of Commerce shall be two of the 11 representing the community. Said 11 members are to be appointed by the Mayor, on the basis of their particular fitness or competency for their duty on said Commission, and who shall hold no other office in said city government, and such appointments are to be officially ratified by the City Council. The City ~~Administrator~~ **Manager**, City Attorney and the ~~City Building Inspector~~ **Community Development and Planning Director** shall serve in an advisory capacity only, without the power to vote. Members of the Planning Commission shall reside within the City of Mattoon or within territory contiguous to the municipality and not more than one and one-half miles beyond the corporate limits and not included within any other municipality.

SECTION 4: Code Amendments – Chapter 34. The current provisions of § 34.016 Police Chief, § 34.017 Deputy Police Chief, § 34.019 Auxiliary, Special and Temporary Police, § 34.026 City Jail, § 34.041 Fire Chief, § 34.043, Other Fire Officials, § 34.048 Safety Inspection of Public Buildings, § 34.049 Scene of Fire, § 34.050 Reports and § 34.090 Definitions of Chapter 34: **POLICE AND FIRE DEPARTMENTS** of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. **text**), as follows:

CHAPTER 34: POLICE AND FIRE DEPARTMENTS

Section

Police Department

34.016 Police Chief

34.017 Deputy Police Chief

34.019 Auxiliary, special, and temporary police

34.026 City jail

Fire Department

34.041 Fire Chief

34.043 Other fire officials

34.048 Safety inspection of public buildings

34.049 Scene of fire

34.050 Reports

Private Medical Transportation; Ambulance Service Regulations

34.090 Definitions

POLICE DEPARTMENT

§ 34.016 POLICE CHIEF.

(A) The Police Chief shall be the highest-ranking position of the Police Department. The ~~Police Commissioner with the advice and consent of the City Council~~ **City Manager** shall appoint and evaluate the performance of the Police Chief. The person appointed to the position of Police Chief shall be nominated solely on the basis of training, qualifications and experience in the administration of a local law enforcement agency. The City Council and the Police Chief may enter into an employment agreement with respect to terms and provisions of employment that may provide for salary, salary adjustments, fringe benefits, severance provisions and payment and other remuneration and benefits of office.

(B) The Police Chief shall be the departmental director of the Police Department. The Chief shall manage the affairs of the department subject to general policy ~~guides~~ **oversight and guidance** provided by the **City Manager** ~~Police Commissioner and City Council~~. The Chief implements departmental strategies consistent with goals and objectives approved by the City Council. The Chief assigns officers and employees to different tasks and shifts and evaluates performance of departmental employees.

(C) The Police Chief manages the human resource and financial administration functions of the department **with the oversight of and** in coordination with the **City Manager**, ~~City Administrator~~, City Attorney and Treasurer. The Chief, with the approval of the City Council,

prescribes departmental policies and rules as may be necessary to the discipline and efficiency of the police service. The Chief assists in the negotiation of successor collective bargaining agreements. The Chief has custody of property of the municipality assigned to the Police Department.

(D) The Police Chief shall cause to be served all writs, summons, warrants, processes and executions placed in his or her hands. The Chief shall assist the City Attorney in the prosecution of municipal ordinance violations and in the collection of fines.

(E) The Police Chief shall keep a record of all arrests, the nature of the charge, the final disposition of the case, the amount of the fine if imposed and other statistics required by state and federal law enforcement agencies. From such records, the Chief shall make monthly reports to the City Council of activities of the department.

(F) The Police Chief or his or her designee attends all meetings of the City Council.

(G) If a member of the Mattoon Police Department is appointed Police Chief prior to being eligible to retire on pension, he or she shall be considered as on furlough from the rank he or she held immediately prior to his or her appointment as Chief. If he or she resigns as Chief or is discharged as Chief prior to attaining eligibility to retire on pension, he or she shall revert to and be established in whatever rank he or she currently holds, except for previously appointed positions, and thereafter be entitled to all the benefits and emoluments of that rank, without regard as to whether a vacancy then exists in that rank.

(H) A Police Chief having been appointed from among members of the Mattoon Police Department shall be permitted, regardless of rank, to take promotional exams and be promoted to a higher classified rank than he or she currently holds, without having to resign as Police Chief.

(K) The Police Chief may be removed or discharged from the Police Chief position by the City Manager with or without cause according to procedures specified by ILCS, Ch. 65, Act 5, 10-2.1-4. In such case, the ~~Police Commissioner~~ City Manager shall file with the City Council the written reasons for such removal or discharge, which removal or discharge shall not become effective unless confirmed by a majority vote of the City Council. 65 ILCS 5/5-3-7(2).

(L) § 34.017 DEPUTY POLICE CHIEF.

(A) There is established authority for one Deputy Police Chief position as may be authorized by the City Council. The Deputy Chief position shall be an exempt rank immediately below that of Chief.

(B) The Deputy Police Chief may be appointed from any rank of sworn, full-time officers of the Police Department but must have at least five years of full-time service as a police officer in that department. The Deputy Chief shall serve at the discretion of the Police Chief, subject to the approval of the City Manager, and, if removed from that position, shall revert to the rank currently held without regard as to whether a vacancy exists in that rank.

(C) The Deputy Police Chief, having been appointed from any rank of sworn full-time officers of the Police Department, shall be permitted, regardless of rank, to take promotional exams and be promoted to a higher classified than he or she currently holds without having to resign as Deputy Police Chief.

~~§ 34.019 AUXILIARY, SPECIAL, AND TEMPORARY POLICE.~~

~~—(A) Establishment of Auxiliary Police Department. This section is amended to include the official establishment and recognition of the unit to be officially known as the “Mattoon Auxiliary Police Department”.~~

~~—(B) *Auxiliaries.* The Auxiliary Police Department shall be under the direction and control of the Mayor. Auxiliary police, in number from time to time authorized by the Council, may be appointed by the Police Chief, and such appointees may be removed by the Chief at will.~~

~~—(C) *Appointment.* Before any such auxiliary police officer is so appointed, an investigation of the character and reputation of the candidate for appointment of such depth and scope as shall be deemed sufficient by the Police Chief shall be made. Prior to such appointment of any auxiliary police officer, his or her fingerprints shall be taken and no person shall be appointed as such auxiliary police officer if he or she has been convicted of a felony or other crime involving moral turpitude.~~

~~—(D) *Qualifications and limitations on duties.* Auxiliary police officers shall not be members of the regular Police Department of the city and shall not supplement members of the regular Police Department in the performance of their assigned and normal duties except as otherwise provided in this chapter or as provided by applicable statute. The identification symbols worn by such auxiliary police officers shall be different from those worn and used by members of the regular Police Department which symbols shall be selected by the Police Chief. Auxiliary police officers shall at all times during the performance of their duties be subject to the direction and control of the Police Chief or his or her designee.~~

~~—(E) *Powers and duties.* When properly assigned and on duty and so authorized by the Police Chief, auxiliary police officers shall have the following powers and duties:~~

~~—(1) To aid or direct traffic, both pedestrian and vehicular, within the municipality;~~

~~—(2) To aid in the control of natural or man-made disasters;~~

~~—(3) To aid in case of civil disorder;~~

~~—(4) Auxiliary officers do not possess “conservator of the peace” powers;~~

~~—(5) Auxiliary officers shall only have arrest powers as provided by Illinois State Statute regarding “Assisting a Peace Officer” or “Arrest by Private Person”.~~

~~—(F) *Firearms.* Auxiliary police officers shall not carry firearms except with the permission of the Police Chief and then only while in uniform and in the performance of their duties.~~

~~—(G) *Training.* Auxiliary police officers prior to entering upon any of their duties shall complete the 40-hour Mandatory Firearms Training Course and other police procedures as shall be conferred upon them hereunder, which training and course of study shall be determined and provided by the Police Chief and which shall be reasonably sufficient to equip such auxiliary police officers to perform their duties; said training shall be as outlined in the Mattoon Auxiliary Police Department’s by laws. The Police Chief shall file with the City Clerk a certificate attesting to the successful completion of such training by each auxiliary police officer before such auxiliary police officer enters upon any duty.~~

~~—(H) *Compensation.* Auxiliary police officers shall serve without any compensation or benefits, except as may be from time to time otherwise authorized by the City Council.~~

~~—(I) *Special and temporary police officers.* On the petition of any persons interested, the Mayor, by and with the consent of the Council, may appoint any qualified person as special police officer without pay, who shall hold office for a term not beyond the fiscal year, and shall qualify and give a like bond as a regular police officer. The Mayor may, when an emergency so demands, appoint temporary police officers, who shall give like bond and take a like oath as regular police officers, but who shall not hold office longer than until the next regular meeting of the Council.~~

~~(Ord. 2008-5252, passed 3-18-2008)~~

§ 34.026 CITY JAIL.

(A) The city jail or prison is hereby declared and established in the rooms provided in the city building. The county jail may be also used as a prison for the incarceration of persons who shall have been arrested or convicted of offenses against the ordinances of the city.

(B) The Chief of Police shall have charge and control of the city jail and shall be responsible for the custody and safe keeping of every person committed therein. With the consent of the ~~Mayor~~ City Manager or by order of a court he or she shall be authorized to transfer prisoners to the county jail. For such time as such prisoner is confined in the county jail, the city shall be liable for the legal expenses of transferring and the board of such prisoner.

FIRE DEPARTMENT

§ 34.041 FIRE CHIEF.

(A) The Fire Chief shall be the highest-ranking position of the Fire Department. The ~~Fire Commissioner with the advice and consent of the City Council~~ City Manager shall appoint and evaluate the performance of the Fire Chief. The person appointed to the position of Fire Chief shall be nominated solely on the basis of training, qualifications and experience in the administration of a fire department. The City Council and the Fire Chief may enter into an employment agreement with respect to terms and provisions of employment that may provide for salary, salary adjustments, fringe benefits, severance provisions, payment and any other remuneration and benefits of office.

(B) The Fire Chief shall be the departmental director of the Fire Department. The Chief shall manage affairs of the department subject to general policy guidelines and oversight provided by the City Manager ~~Fire Commissioner and City Council~~. The Chief implements departmental strategies consistent with the goals and objectives approved by the City Council. The Chief assigns captains, driver/engineer and firefighters to different tasks and shifts and evaluates performance of all departmental employees.

(C) The Fire Chief manages the human resource and financial administration functions of the department with the oversight of and in coordination with the City Manager ~~City Administrator~~, City Attorney and Treasurer. The Chief, with the approval of the City Council, prescribes departmental policies and rules as may be necessary to the discipline and efficiency of the fire service. The Chief assists in the negotiation of successor collective bargaining agreements. The Chief has custody of property of the municipality assigned to the Fire Department.

(D) Investigation of fires; records. The Chief shall investigate the cause of all fires which shall occur in the city and keep a record of his or her investigation and the circumstances of each case. The Chief shall insure that the department works closely with all law enforcement agencies in the investigation of all fires of a suspicious nature or origin. From such records, the Chief shall make monthly reports to the City Council of activities of the Department.

(E) The Fire Chief or his or her designee attends all meetings of the City Council.

(F) If a member of the Fire Department is appointed Fire Chief prior to being eligible to retire on pension, he or she shall be considered as on furlough from the rank he or she held immediately prior to his or her appointment as Chief. If he or she resigns as Chief or is not discharged for cause as Chief prior to attaining eligibility to retire on pension, he or she shall revert to and be established in whatever rank he or she currently holds, except for previously appointed positions, and thereafter be entitled to all the benefits and emoluments of that rank, without regard as to whether a vacancy then exists in that rank.

(G) A Fire Chief having been appointed from among members of the Fire Department shall be permitted, regardless of rank, to take promotional exams and be promoted to a higher classified rank than he or she currently holds, without having to resign as Fire Chief.

(H) The Fire Chief may be removed or discharged from the Fire Chief position by the City Manager with or without cause ~~by the Fire Commissioner~~ according to procedures specified by ILCS Ch. 65, Act 5, § 10-2.1-4. In such case, the ~~Fire Commissioner~~ City Manager shall file with the City Council the reasons for such removal or discharge, which removal or discharge shall not become effective unless confirmed by a majority vote of the City Council. 65 ILCS 5/5-3-7(2)

§ 34.043 OTHER FIRE OFFICIALS.

(A) *Shift Captains.*

(1) There is hereby created three positions within the rank of Shift Captain in the Fire Department of said city, who shall hold office until replaced and their successor or successors appointed and qualified. The rank of Shift Captain in the Fire Department shall be appointed by the rules and regulations governing the Board of Fire and Police Commissioners of said city.

(2) Any appointment to the rank of Shift Captain in the Fire Department shall be from within the ranks of Captain of said department.

(B) *Captains.*

(1) There is hereby created three positions within the rank of Captain in the Fire Department of said city, who shall hold office until replaced and their successor or successors appointed and qualified. The rank of Captain in the Fire Department shall be appointed by the rules and regulations governing the Board of Fire and Police Commissioners of said city.

(2) Any appointment to the rank of Captain in the Fire Department shall be from within the ranks of Engineer of said department.

(C) *Engineers.*

(1) There are hereby created nine positions within the rank of Engineer in the Fire Department of said city, who shall hold office until replaced and their successor or successors appointed and qualified. The rank of Engineer in the Fire Department shall be appointed by the rules and regulations governing the Board of Fire and Police Commissioners of said city.

(2) Any appointment to the rank of Engineer in the Fire Department shall be from within the ranks of Firefighter of said department.

(D) *Cause and origin fire investigators.*

(1) The City Manager can delegate to the Fire Chief ~~is hereby authorized~~ the authority to appoint any and all members of the Fire Department as cause and origin fire investigators and to assign to such investigators the responsibility of determining the cause and origin of suspicious fires within the city; and

(2) All members of the Fire Department appointed as a Cause and Origin Investigator shall possess the following minimum qualifications:

- (a) Have obtained the certification of Fire Fighter II by the State of Illinois;
- (b) Have successfully completed the Fire/Arson Investigation Training Modules I, II and III as provided by the Fire Service Institute of the University of Illinois, or equivalent thereof;
- (c) Have successfully completed a Basic Arson Investigator Course as approved by the Illinois Law Enforcement Training and Standards Board, or equivalent thereof;

(d) Shall have been appointed as a Certified Fire Investigator by the Office of the Illinois State Fire Marshal;

(e) Shall have been appointed a Certified Arson Investigator by the Office of the Illinois State Fire Marshal; and

(f) Shall have successfully completed a course on the Reid Technique of Interviewing and Interrogation as offered by John E. Reid and Associates, or an equivalent thereof.

(3) As delegated by the City Manager, the Fire Chief shall make his or her appointments) in his or her sole discretion, and shall have the authority to remove any such appointment, in his or her sole discretion.

§ 34.048 SAFETY INSPECTION OF PUBLIC BUILDINGS.

(A) The Chief of the Fire Department shall at least once in every six months inspect or cause to be inspected all public school buildings, public halls, churches and all buildings used for manufacturing purposes and all flats, apartments and tenement houses designed or used for the residence of more than two families, all hotels and lodging houses, for the purpose of determining the safety of the building, the sufficiency of its doors, passage ways or aisles and stairway and generally its facilities for egress in case of fire or other accident happening, the overloading of floors and the storage of combustibles, and shall cause to be prosecuted all violations of law or ordinance, in any way concerning the prevention or extinguishment of fires.

(B) The Chief and his or her agents or assistants under his or her direction, are authorized to enter into any premises or buildings in the city at any and all reasonable hours for the purpose of inspection, relative to compliance with the ordinances of the city relating to fire hazards, fire appliances or apparatus.

(C) Whenever upon such inspection any building or structure is in any respect liable to become dangerous to life or property in panic, or fire, the Chief shall thereupon issue any orders or directions necessary in his or her judgment to the owner, lessee or occupant of said premises to alter, remove, or remedy same within such reasonable time as the Chief may direct and every owner, lessee and occupant of said premises shall within the time prescribed within said order and direction cause such alteration, removal or other work necessary to be done.

(D) In the event of the failure of any owner, lessee or occupant to cause such alteration, removal or remedy or other necessary act, or work necessary to be done in accordance with the order and direction of the Chief and within the time prescribed in said order or direction, the Chief shall cause same to be done or shall close the building, as circumstances may necessitate, and the person so neglecting to comply with the order and direction of the Chief aforesaid, shall be deemed guilty of a violation of this section. The refusal to comply with the orders of the Chief after the expiration of the time limited in the order and direction shall constitute a separate offense.

(E) The Chief of the Fire Department shall examine all buildings and walls reported dangerous, or damaged by fire, or accident and shall when requested by the City Manager ~~Commissioner in charge of the department~~, examine all buildings under application to raze, enlarge, alter or rebuild and make a report of the condition thereof to the Council.

§ 34.049 SCENE OF FIRE.

(A) It shall be the duty of the Chief of the Fire Department, if in his or her power, to attend all fires happening in the city. He or she shall not leave the city without the consent of the City Manager ~~Commissioner in charge of the Department~~.

(B) *Powers at fires.*

(1) The Chief of the Fire Department or other officer in command may prescribe limits in the vicinity of any fire within which no persons excepting those who reside therein, firefighters, police officers and those admitted by order of any officer of the Fire Department, shall be permitted to go. The Police Department shall on request of the Chief of the Fire Department, or other officers in command of the Fire Department at any fire, enforce the provisions of this division.

(2) Removal of property. The Chief of the Fire Department shall have the right and power to cause the removal of any property from any building, whenever it shall become necessary for the preservation of such property from fire, or to prevent the spreading of fire or to protect adjoining property.

(3) Destroying buildings. The Chief, or in his or her absence the officer in command at any fire shall have the right and power to direct the members of the Fire Department to cut down and remove any building, erection or fence for the purpose of checking the progress of the fire, and the Chief or officer in command shall have the power to blow up, or cause to be blown up with powder, or otherwise any building or structure, during the progress of any fire for the purpose of extinguishing or checking the same.

(4) Authority of Chief. Every person who shall be present at a fire, shall obey the orders of the Chief or other officer in command of the Fire Department extinguishing the fire and in the removal and protection of property.

(5) Assistance. The Chief or other officer in command of the Fire Department shall have the power to require the aid of any citizen, inhabitant or bystander at a fire. Refusal or neglect of any person to comply with such requisition, shall be a violation of this section.

(C) No person shall take away any property in the possession of the Fire Department saved from any fire until proof of ownership is made to the satisfaction of the Chief of the Fire Department or Acting Chief and his or her consent obtained thereto.

(D) The Chief of the Fire Department shall have the right to enter upon the premises wherein any fire has occurred, if necessary, in order to investigate the origin of the fire.

§ 34.050 REPORTS.

(A) The Chief of the Fire Department shall make a report to the City Manager ~~Commissioner in charge of the department~~ once every month showing the number of fires happening during the month, the causes thereof, all accidents by fire, the number and description of the buildings destroyed or injured and the amount of property destroyed by fire.

(B) He or she shall in the month of April in each year make a full and complete report to the City Manager ~~Commissioner in charge of the Department~~ of all transactions in the Department for the preceding year. Such report shall also show as nearly as can be ascertained, the number of fires, causes thereof, accidents by fire, the number and descriptions of the buildings destroyed and injured, together with the names of the owners and occupants, the amount of property destroyed by fire and the insurance thereon, together with such other statistics and suggestions he

or she may deem suitable. Such report shall also show all moneys received, from what source same was received, together with the amounts paid out and for what paid and also all expenditures of every kind and nature whatsoever an account of the Fire Department.

PRIVATE MEDICAL TRANSPORTATION; AMBULANCE SERVICE REGULATIONS

§ 34.090 DEFINITIONS.

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

ADVANCED EMERGENCY MEDICAL TECHNICIAN (AEMT). Staff or employees of an ambulance service operating at the intermediate life support currently licensed by the Department of Public Health who has completed a Department-approved course of instruction in specific advanced life support-mobile intensive care services and who is currently functioning in a program approved by the Illinois Department of Public Health to provide such services under the supervision and control of a EMS Medical Director.

ADVANCED LIFE SUPPORT/MOBILE INTENSIVE CARE (ALS/MIC). An advanced level of pre-hospital and inter-hospital emergency care that includes basic life support functions (including cardiopulmonary resuscitation (CPR) plus cardiac monitoring, cardiac defibrillation, telemetered electrocardiography, administration of antiarrhythmic agents, intravenous therapy, administration of medications, drugs and solutions, use of adjunctive medical devices, trauma care, and other authorized techniques and procedures) initiated for the treatment of real or potential acute life threatening conditions under the direction of a physician licensed to practice medicine in all of its branches or a registered professional nurse/MICN or registered professional nurse/field RN, and where authorized by a medical director in an Illinois Department of Public Health approved advanced life support system.

ADVANCED PROVIDER. A person who has successfully completed an Illinois Department of Public Health approved course of instruction in advanced life support-mobile intensive care services and is currently certified by the Illinois Department of Public Health as a Paramedic (P).

AMBULANCE. Any vehicle that is specifically designed, constructed or modified and equipped, and is intended to be used for, and is maintained or operated for the emergency transportation of persons who are sick, injured, wounded or otherwise incapacitated or helpless and is licensed by the State of Illinois to operate as an ambulance.

AMBULANCE REVIEW COMMITTEE. The **AMBULANCE REVIEW COMMITTEE** will review recommendations of the Fire Chief and make final decisions (a majority vote is need for final decisions) on all fines, suspensions or revocation of licenses of an ambulance service for any violation of the provisions of this chapter. The **AMBULANCE REVIEW COMMITTEE** is made up of the City Manager ~~City Administrator~~, the City Finance Director and the ~~Commissioner of Public Health and Safety.~~ and the City Attorney.

AMBULANCE SERVICE. The operation of an enterprise which has one of its purposes the operation, or use on the streets, alleys, or any public way within the city, an ambulance which responds to emergency calls for the transportation of persons who are reported to be sick, injured, wounded, otherwise incapacitated or helpless and is licensed as a provider agency with the State of Illinois.

AMBULANCE SERVICE LOCATION. The location at which ambulances are stored, maintained or from which ambulances are dispatched by an ambulance service.

BASIC LIFE SUPPORT SERVICES. The rendering of basic level of pre-hospital and inter-hospital emergency care, including but not limited to, airway management, cardiopulmonary

resuscitation, control of shock and bleeding and splinting of fractures, as outlined in a basic emergency care course approved by the Illinois Department of Public Health and meeting the current national curriculum requirements of the United States Department of Transportation.

CHANGE IN AMBULANCE. A change by either adding or removing from service an ambulance from the list of those previously approved by the Fire Chief.

CHANGE IN AMBULANCE SERVICE LOCATION. A change by either adding or removing from use as part of the ambulance service storage, dispatch or maintenance facility used in the ambulance service.

CONTINUOUS QUALITY IMPROVEMENT. The process by which the performance of individual ambulance service providers will be continuously monitored to ensure compliance with operational policies with the objective of identifying areas of improvement.

EMERGENCY. A condition or situation in which an individual declares a need for immediate medical attention or when that need is declared by emergency medical personnel or a public safety official.

EMERGENCY RESPONSE BUSINESS RECORDS. Those records kept in the ordinary course of business which include the staff on duty for the ambulance service at any time, records which establish the staff's minimum qualifications required by this subchapter, documents which record the number of responses to emergency calls, response times to emergency calls, maintenance records of the ambulance agency IDPH license, agency certificates of insurance, ambulance inspections forms, Secretary of State corporation documents listing business name and all ambulance service trade names, copies of any variance granted by IDPH, signed mutual aid agreements and survey forms.

EMERGENCY CALL. The request by radio, telephone, text message, telecommunications device for the deaf (TDD), any other means of communication, or in person for an emergency response by the Fire Department or ambulance service.

EMERGENCY MEDICAL TECHNICIAN BASIC (EMT-B). Staff or employees of an ambulance service operating at the basic life support who has successfully completed a course of instruction in basic life support services as required by and is currently certified by the Illinois Department of Public Health in accordance with standards prescribed by the Emergency Medical Services (EMS) Systems Act for the State of Illinois or by rules adopted pursuant to said Act, who provides emergency medical services.

EMERGENCY NON-TRANSPORT RESPONSE VEHICLE. Any publicly or privately-owned vehicle that is specifically designed, constructed or modified and equipped, and is intended to be used for, and is maintained or operated by an ambulance service licensed in the State of Illinois and by the city for the emergency response but is not for the transportation of persons who are sick, injured, wounded or otherwise incapacitated or helpless.

EMS RESPONSE RULES AND REGULATIONS. Procedures as defined by the city in conjunction with Cecom and IDPH for the purposes of establishing ambulance response times and the standards by which ambulances respond.

FIRE CHIEF. The duly appointed chief of the City of Mattoon Fire Department or the Fire Chief's designee.

FIRE DEPARTMENT. The Fire Department of the City of Mattoon.

HOSPITAL. The meaning ascribed to that term in the State of Illinois Hospital Licensing Act, as that Act is now or may hereafter be amended.

ILLINOIS DEPARTMENT OF PUBLIC HEALTH. The Department of Public Health, State of Illinois, or its successor in function.

THE INCIDENT COMMAND SYSTEM (ICS). The standardized approach to the command, control, and coordination of emergency response providing a common hierarchy within which responders from multiple agencies can be effective.

INTERMEDIATE LIFE SUPPORT CARE. Intermediate level of pre-hospital and inter-hospital emergency care that includes BLS care, plus intravenous cannulation and fluid therapy, invasive airway management, trauma care, and other authorized techniques and procedures initiated for the treatment of real or potential acute life-threatening conditions, under the direction of a physician licensed to practice medicine in all its branches or a pre-hospital registered professional nurse or registered professional nurse, and where authorized by a medical director in a Department-approved EMS system.

MUTUAL AID AGREEMENT. An intergovernmental or interagency agreement providing for shared and common assistance when requested by one of the member agencies. The equipment and personnel provided by a mutual aid request may be predetermined for a particular type of incident or determined at the time of the request in consideration of available resources.

PARAMEDIC (P). Staff or employees of an ambulance service operating at the advanced life support who has successfully completed an Illinois Department of Public Health approved course of instruction in advanced life support-mobile intensive care services and is currently certified by the Illinois Department of Public Health.

POLICE CHIEF. The duly appointed Chief of the City of Mattoon Police Department or the Police Chief's designee.

POLICE DEPARTMENT. The Police Department of the City of Mattoon.

PRE-HOSPITAL REGISTERED PROFESSIONAL NURSE (PHRN). A registered professional nurse, licensed under the Nurse Practice Act (ILCS Ch. 225, Act 65, §§ 50-1 *et seq.*) who has successfully completed supplemental education in accordance with rules adopted by the Department of Financial and Professional Regulation pursuant to the Act, and who is approved by an EMS Medical Director (EMSMD) to practice within an EMS system, Illinois EMS system as emergency medical services personnel for pre-hospital and inter-hospital emergency care and non-emergency medical transports.

REPORTING CYCLE. A one-month period for which a licensed ambulance company must submit reports of calls to which it responded in that time period.

SERVICES ZONE. A geographical area defined by boundaries mutually agreed to by the City of Mattoon Chief and ambulance services and illustrated by a map.

TRANSFER. A non-emergency transport of a patient from one location to another.

SECTION 5: Code Amendments – Chapter 35. The current provisions of § 35.03 Checks; Facsimile Signatures, § 35.18 Purchase Authority, § 35.20 Invoice Processing, § 35.21 Purchasing Procedures, § 35.23 Service Contracts, § 35.24 Budget Amendments, § 35.25 Bond; Failure to Enter Into, § 35.26 Special Clauses in Contracts, § 35.27 Payment on Contract, § 35.28 Contractual Liabilities, Limitation, § 35.29 Procurements Using Federal Grants, § 35.35 Revolving Loan Fund Committee, § 35.40 Revolving Loan Fund Strategy, § 35.51 Appointment of Budget Officer and § 35.70 Interfund Loans Within the Pooled Cash Fund of CHAPTER 35: FINANCE AND REVENUE of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. **text**), as follows:

CHAPTER 35: FINANCE AND REVENUE

Section

General Provisions

[35.03](#) Checks; facsimile signatures

Purchasing Policies and Procedures

[35.18](#) Purchase authority

[35.20](#) Invoice processing

[35.21](#) Purchasing procedures

[35.23](#) Service contracts

[35.24](#) Budget amendments

[35.25](#) Bond; failure to enter into

[35.26](#) Special clauses in contracts

[35.27](#) Payment on contract

[35.28](#) Contractual liabilities, limitation

[35.29](#) Procurements using federal grants

Revolving Loan Fund Lending and Management Procedures

[35.35](#) Revolving Loan Fund Committee

[35.40](#) Revolving Loan Fund strategy

Budget Officer; Annual Budget

[35.51](#) Appointment of Budget Officer

Interfund Loans

[35.70](#) Interfund loans within the Pooled Cash Fund

§ 35.03 CHECKS; FACSIMILE SIGNATURES.

The Mayor and City Treasurer of the city are hereby authorized to sign checks issued by the city by stamping thereon facsimile signatures.

§ 35.18 PURCHASE AUTHORITY.

(A) In general, all supplies, materials, equipment and contractual/professional services required for operational efficiency will have been included in the annual budget.

(B) Purchase of same as required during the fiscal year shall proceed in accordance with these procedures upon approval of the annual budget by the City Council.

(C) Department directors may authorize purchases, as identified in the operating budget, up to \$9,999.99. The City ~~Manager~~ Administrator, or his/her designee, must approve all purchases in excess of \$10,000. Purchases in excess of \$25,000 require City Council approval.

(D) Each department director of the city shall be responsible for its own department's purchasing needs in strict compliance with the procedures set forth herein.

(E) The City ~~Manager~~ Administrator, or his/her designee, is responsible for determining if an item is budgeted, if adequate funds are available and if the proper purchasing procedures have been followed.

(F) If a budgeted expenditure is to be financed by an anticipated grant, the expenditure shall not be authorized until the grant is actually received or the City Council has authorized an agreement that assures reimbursement.

(G) Contracts for a public improvement or for the maintenance of the public property of the municipality that will exceed \$25,000 may only be authorized by a contract let to the lowest responsible bidder after advertising for bids. The specifications for such contracts shall be formally approved by the City Council before the contract is advertised for bids. The City Council may waive the bidding process when deemed necessary.

(H) Procurements of supplies and services need not be formally advertised for bids, but departmental directors shall endeavor to locally shop the procurement, choose from a pre-approved vendor list and assure that the municipality is receiving the best value for its expenditures.

(I) Department directors may authorize expenditures exceeding individual line item amounts in the approved budget with the prior approval of the City ~~Manager~~ Administrator. A formal budget amendment with City Council approval at a regular or special meeting, at the time of the transaction or by the end of the fiscal year, shall be required in all of the following circumstances:

(1) For any deviation that would increase the number of full or part-time positions authorized by the budget;

(2) For any deviation from the approved budget that will exceed the "bottom line" established for total departmental expenditures;

(3) For any deviation from the approved budget that will transfer money between funds; and

(4) For expenditures valued greater than \$25,000, regardless if the project or program has been authorized in the approved budget.

(J) Procurements shall not be broken up into less expensive transactions to avoid the expenditure approval limitations prescribed by this policy.

§ 35.20 INVOICE PROCESSING.

(A) Generally, the payment process for invoices received shall not be initiated until such time as goods or services are received and accepted by the department initiating the purchase. Exceptions to this practice may include pre-payment of dues and subscriptions, expenses associated with conferences or training seminars, insurance premiums, certain service contracts and other purchases where pre-payment is approved by the City ~~Manager~~ Administrator.

(B) Invoices received directly by Administration will be promptly forwarded to the department initiating the purchases. In the interest of expediting payments to vendors, at the time of the order, departments may request vendors to remit invoices directly to the attention of their department. It is the responsibility of the department initiating the purchase to ensure all invoices have been processed and forwarded to the Assistant Finance Director for payment.

(C) All invoices submitted for payment must be approved by the department director responsible for the purchase. In the absence of the department director, invoices may be approved by the department director's immediate subordinate.

(D) Invoices shall be submitted with the account number, the department director's initials and date. The Treasurer or City ~~Manager~~ Administrator reserve the right to change the account number charged if he/she believes that the nature of the goods or services purchased are not properly classified.

(E) All approved invoices presented for payment as part of the next Schedule of Bills must be received by the Finance Department no later than 12 noon on the Wednesday preceding the following Tuesday's Council meeting. Invoices received after 12 noon on Wednesday the week prior to a Council meeting will not be paid until the next regularly scheduled Council meeting.

(F) A final copy of the Schedule of Bills will be reviewed by the Treasurer and provided to the City ~~Manager's~~ Administrator's office no later than 1:00 p.m. on the Friday preceding a City Council meeting.

(G) Following City Council approval of invoices, all payments will be promptly mailed to vendors unless otherwise specified in writing by a department director. Checks may be held for vendor pick-up following the Council meeting if prior arrangements are made by the vendor. Unless the vendor's representative picking up the check is personally known to city staff, then the vendor must be notified, they must specify the representative and the representative will need to show identification before release of the check.

§ 35.21 PURCHASING PROCEDURES.

(A) Purchases less than \$5,000.

(1) Purchases in this category can best be described as those day to day purchases needed to perform a job or service.

(2) Department directors are responsible for the purchases made by personnel within their department. They may delegate this purchasing authority to subordinates, but still bear responsibility that these procedures are followed.

(3) Although day to day purchasing will be done without prior approval, the responsibility still exists for making the most economical purchases. Spot price checks and surveys must be made from time to time to ensure that the price being paid is the best price available and that the quality is the best that is required.

(4) Day to day purchasing shall be made through that vendor who offers the best usable product at the lowest price. Also, accepting deliveries shall rate preference over picking up where no delivery charges are involved and there is no immediate need for the item.

(5) Invoices are forwarded to the Finance Department with account code, initials and date for processing.

(B) Purchases in excess of \$5,000 but less than \$10,000.

(1) Every effort shall be taken to secure at least three quotations before deciding on a suggested vendor. The requesting department shall secure the quotations themselves.

(2) In the event that a department director feels that a purchase under this category should be made from one certain vendor rather than through quotations, he/she should submit a memo to the City ~~Manager~~ Administrator stating the reasons for the certain vendor preference.

(C) Purchases in excess of \$10,000.

(1) All paperwork for such purchases must be approved by signature of the City ~~Manager~~ Administrator or his/her designee.

(2) All other general purchasing policies will apply.

(D) Purchases in excess of \$25,000.

(1) City ordinance requires that all purchases made from one vendor for the particular item or like types of items exceeding a cost of \$25,000 must be accomplished through formal bidding procedures or by a bid waiver approved by the City Council. The splitting of a purchase into two or more purchase orders for the purpose of avoiding the bidding process is not allowed.

(2) In certain circumstances it may be felt by the department director and/or City ~~Manager~~ Administrator that the best interests of the city would be served by a purchase from one particular vendor despite the amount of the purchase being in excess of \$25,000. In such case, a

request to waive competitive bidding must be submitted to the City Council for their consideration and approval.

(3) If it is found that an emergency condition exists and a purchase in excess of \$25,000 must be made to remedy the emergency condition, the department director may make such purchase if verbally authorized by the City ~~Manager~~ Administrator. The department director must report the purchase to the City Administration by memorandum as expeditiously as possible relating the full facts concerning the emergency and the costs incurred. A report shall then be sent to the City Council for their action as may be required. An emergency condition is described as a condition where the health and/or welfare of the city or its residents are affected.

(E) *Petty cash.*

(1) Petty cash drawers are maintained by the city at the City Clerk's office (\$200), Police Department (\$300), and Finance Department (\$300) for the purpose of reimbursing incidental costs incurred for city operations.

(2) The Finance Department's cash drawer maintains a cash balance of \$400 for the sole purpose of making change for transactions at the cash register. This drawer is balanced daily as part of the end of the day close process.

(3) Petty cash funds will be used primarily to reimburse employees for incidental expenses associated with bona fide city operations. Advances may be requested upon the approval of the department director.

(4) All requests for petty cash reimbursement must be submitted with appropriate receipts and documentation supporting the amount of the request. All requested information must be completed prior to making any disbursements including date of request, payee, account number to be charged, amount due, signature of requestor and a description of the nature of the expense.

(5) Unless otherwise authorized by the City ~~Manager~~ Administrator or his/her designee, petty cash reimbursements shall be limited to no more than \$50 per request. Separate requests for one purchase exceeding \$50 will not be accepted.

(6) Responsibility for the safety, security and proper control of each petty cash drawer rests with the head of the department to which the drawer is assigned. Each department director may assign the day to day duties of petty cash administration to an appropriate custodian. All reimbursements made by the petty cash custodian must be dated and include the initials of the custodian disbursing the funds. Advances should be clearly marked on the request and marked out and revised to the correct total once the proper change is returned with the receipt.

(7) When the balance of the drawer is getting low, the designated custodian shall prepare a reconciliation of the petty cash fund providing a count of cash currently in the box as well as a detailed listing of petty cash reimbursement slips received. Any discrepancies must be documented and reported to the Treasurer.

(8) Unannounced audits of petty cash drawers may be made at any time by the Treasurer or his/her designee.

(F) *Declared emergency purchases.* If an "emergency" has been declared by the Mayor, the following guidelines will be observed:

(1) Any employee designed by their department director may make purchases up to \$500 in estimated cost;

(2) Those emergency purchases with an estimated cost of \$500 to \$1,000 require the verbal approval of the department director or a designee prior to expenditure;

(3) Those emergency purchases with an estimated cost of \$1,000 to \$10,000 for goods and services and up to \$25,000 for Public Works construction or MFT funded projects require the verbal approval of the City ~~Manager Administrator~~ or a designee prior to expenditure;

(4) Those purchases in excess of \$10,000 for goods and services and \$25,000 for Public Works construction or MFT funded projects; the City ~~Manager Administrator~~ is required to ask the Mayor for approval prior to expenditure. If the Mayor is unavailable, the ~~City Manager Administrator~~ will be authorized to enter into an emergency purchase with follow-up notification to the Mayor and City Council.

§ 35.23 SERVICE CONTRACTS.

(A) From time to time, the city enters into contracts for essential services. The purpose of these contracts is varied and is often entered into without bids. When bids are waived, a contract is entered into through negotiations or acceptance of a proposal from the vendor who wishes to supply the service. It must be remembered that in most cases where bids are waived, the same legal requirements as in a bid situation still apply.

(B) All contracts, to be valid, must be signed by an authorized representative of the company to supply the services and an authorized representative of the city. The City ~~Manager Administrator~~, or any authorized department director may enter into a contract for the city provided that all applicable procedures such as formal bidding, bid waivers, quotations, and the like have been met. Copies of the contract are to be immediately forwarded to the City Clerk and Treasurer to be filed.

§ 35.24 BUDGET AMENDMENTS.

(A) The City ~~Manager Administrator~~, as Budget Officer, is authorized to adjust the budget within the fund or department level as long as the total impact of the changes do not exceed the original budget for the department or fund. The City Council must approve all changes that will exceed the total original budget for a department or fund by ordinance.

(B) The City ~~Manager Administrator~~ and Treasurer will meet with department directors at the halfway mark of the fiscal year (after October monthly reports are issued), again after nine months and at the end of the year to discuss actual fiscal results compared to the budget. Based on the analysis of the actual revenues and expenditures, all necessary budget amendments will be documented by department directors. Generally, line items that are expected to exceed the budget by greater than \$1,000 will be adjusted given that a corresponding line item can be reduced so that the total budget of the department is not exceeded.

(C) All proposed changes that will exceed the originally passed department budget or fund budget must be presented in ordinance form to the City Council for approval.

§ 35.25 BOND; FAILURE TO ENTER INTO.

The performance of the contract awarded shall be secured by a sufficient bond. The sufficiency of the bonds, checks or drafts offered in connection with bids or contracts entered into in pursuance of bids accepted, shall be determined by the ~~Mayor~~ ~~City Manager~~ and City Attorney. In the event of the failure of any bidder to enter into contract and bond as may be required in said notice or specifications within ten days after the award has been made by the Council, or officers

aforesaid, the award may be cancelled and the bid of the next lowest responsible bidder accepted, or all bids may then be rejected and the Clerk authorized to re-advertise for proposals.

REVOLVING LOAN FUND LENDING AND MANAGEMENT PROCEDURES

§ 35.35 REVOLVING LOAN FUND COMMITTEE.

(A) *Established.* There is hereby established a Revolving Loan Fund Committee, to consist of five persons each appointed to two-year terms, with two of such persons' terms ending on April 30 of odd-numbered years and three of such person's terms ending on April 30 of even-numbered years. Persons appointed to the Revolving Loan Committee shall be persons having economic development qualifications or experience. Candidates shall be recommended by the Mayor and confirmed by majority vote of the City Council. One member of the Committee shall be a representative of the Mattoon Area Industrial Development Corporation. When a vacancy occurs on the Committee, the Mayor shall seek nominations for replacement committee members from the Coles Together Economic Development Corporation and the Mattoon Chamber of Commerce.

(1) The Executive Directors of the Coles Together Economic Development Corporation and the Mattoon Chamber of Commerce are ex officio non-voting members of the Committee.

(2) The City ~~Manager Administrator~~ is the ex officio non-voting Chair of the Committee.

(3) The City Attorney is an ex officio, non-voting member of the Committee. In the absence of the City ~~Manager Administrator~~, the City Attorney is the ex officio non-voting Chair of the Committee.

(4) The City Clerk shall provide staffing for the Committee, unless the City Council authorizes a third party contractual agreement for administration and coordination of the Revolving Loan Fund.

(B) *Conflict of interest.* No person appointed to the Committee shall participate in any decision with respect to any loan application or other business brought before the Committee by or from any person with whom that committee member has had a significant business relationship within two years prior to the issue being presented to the Committee. Further, committee members shall not consider any loan application from any person with whom the Committee member is related by blood or marriage.

(C) *Rules of procedure.* The Revolving Loan Fund Committee shall follow Roberts Rules of Order.

§ 35.40 REVOLVING LOAN FUND STRATEGY.

(A) *Eligible uses of funds.*

(1) Site development/infrastructure extension costs.

(2) Construction of new facility or additions.

(3) Renovation of existing facilities.

(4) Leasehold improvements.

(5) Purchase of new or used machinery or equipment.

(6) Working capital.

(7) For every \$15,000 of revolving loan funds provided, one full-time equivalent (FTE) job should be created or retained. One FTE job is a position consisting of a minimum of 1,950 hours worked a year. The Revolving Loan Fund participation will be limited to \$15,000 per job created or retained, but in no case will exceed 50% of the total project cost. Jobs created/retained as a

result of Revolving Loan Fund investment are required to be in place within 24 months from the date the loan is closed.

(B) *Ineligible uses of funds.*

- (1) Refinancing of existing private debts.
- (2) Financing for speculative activities or purposes (such as commercial/retail development without lease agreements).
- (3) Expenses incidental to general marketing activities.
- (4) Expenses to prepare a CDAP grant application.
- (5) Except for relocations due to expansion, relocations from within the State of Illinois are ineligible for revolving loan fund participation, unless approved by the Illinois Department of Commerce and Economic Opportunity.
- (6) Forgivable loans are prohibited.

(C) *Geographic area.* Revolving Loan Funds will be expended for projects which are located within one and one-half miles of the corporate limits of the city or which are determined to principally benefit residents of the city.

(D) *Targets and priorities.* The funds will be targeted to assist existing industrial and commercial firms, start-up businesses, female and minority owned firms and businesses that will relocate from an out-of-state location on a first come, first served basis, subject to available funding. Applications that demonstrate the greatest potential for job creation/retention and meeting the goals and objectives of the fund will be given the highest priority.

(E) *Marketing of loan funds.* Economic development organizations within Mattoon will coordinate outreach and marketing endeavors to generate loan applications. Coles Together, the countywide economic development corporation, will be the primary contact for marketing loans to the primary job creation sector and "big box retailers." The Chamber of Commerce will be the primary contact for marketing loans to the small business retail and service sectors.

Representative outreach and marketing endeavors may include, but will not be limited to:

- (1) Sending Revolving Loan Fund information to existing businesses within the city
- (2) Including Revolving Loan Fund information in the city's public relations and marketing endeavors;
- (3) Participation in business-related seminars or workshops held in the area;
- (4) Providing Revolving Loan Fund information to any local organizations that may represent chapters of the organizations representing minority groups and offering to periodically speak at meetings of such organizations;
- (5) Providing information to area women's entrepreneur associations and women's service organizations;
- (6) Publicizing approved loan projects by sending news releases to area media and holding news conferences, ribbon cuttings and groundbreakings to encourage media coverage;
- (7) Area lending institution will be provided with information about the Revolving Loan Fund and asked to inform potential borrowers of fund availability.

(F) *Management plan.*

- (1) The Revolving Loan Fund shall have an administrative organizational structure sufficient to carry out responsibilities and assurances made to the State of Illinois for the day to day operations of the Revolving Loan Fund.
- (2) If an employee of the city is not assigned responsibilities for administration of the Revolving Loan Fund, a written third-party agreement may be authorized by the City Council for

the administration and coordination of the Fund by an RLF Fund Coordinator. Minimum terms that shall be included in the agreement are:

- (a) A scope of work (with a work description and budget, such as a breakdown of all fees and costs);
- (b) Requirements for the maintenance of records and reports;
- (c) Requirements for the management of the Revolving Loan Fund;
- (d) Applicability of other program requirements;
- (e) Provisions for an annual audit of the Revolving Loan Fund;
- (f) Provisions for suspension and termination of the agreement;
- (g) Terms that final authority for approving any loans made through the Revolving Loan Fund shall remain with the City Council.

(3) Eligible administrative costs of the Revolving Loan Fund include salaries, supplies, utilities and similar expenses necessary for managing the loan portfolio and implementing a revolving loan project. Administrative costs paid from the Fund shall not exceed 10% of the income received each fiscal year (loan repayments, interest earned on invested funds).

(4) Loan applications will be generated by designated marketing representatives of Coles Together and the Chamber of Commerce (the Economic Development Person). The Economic Development Person will generally be the single point of contact with the applicant. The Economic Development Person will meet with the applicant, visit the project site, meet with a representative of the applicant's participating lending institution, package the application and forward it for review by the RLF Fund Coordinator and City ~~Manager~~ Administrator. A team consisting of the Economic Development Person, the RLF Fund Coordinator and the City Administrator will formulate proposed loan terms: the interest rate, the length of the loan, the security and such other conditions necessary to insure compliance with the program goals and objectives as well as consistency with other sources and uses of programs of financial assistance that may be utilized for the project. After consensus is reached among the team members as to proposed loan terms, the Economic Development Person will forward the proposed loan agreement to the applicant for review and approval. If the loan terms are not acceptable to the applicant, the Economic Development Person will attempt to broker the loan terms with the RLF Fund Coordinator and the City ~~Manager~~ Administrator in a fashion that will be mutually acceptable to the parties.

(5) If the terms are acceptable to the loan applicant, the RLF Fund Coordinator will prepare a report, schedule and give public notice of a meeting of the Revolving Loan Advisory Committee to consider the application. The RLF Fund Coordinator's report shall include a description of the project, project costs, sources and uses of funds, the security required, special conditions and a recommendation for approval or denial. All other information submitted pertaining to the loan application shall be confidential. The Revolving Loan Fund Committee will formally approve or deny the application.

(6) If the Revolving Loan Fund Committee denies the application, the loan application procedures shall terminate subject only to an appeal of the Committee's decision to the City Council.

(7) If the Committee approves the application, the RLF Fund Coordinator shall forward a report containing the recommendation along with a special ordinance that would authorize the loan for consideration at the next regularly scheduled meeting of the City Council. The City Council will formally approve or deny the application.

(8) Loan documents, including commitment agreements, liens, title policies, security obtained, recordings, transfer tax declarations, amortization schedules and security releases, shall be completed and maintained by the RLF Coordinator. The RLF Coordinator shall also monitor repayments of the loan, job creation and/or retention reports required to be provided semi-annually until the commitment is met and monitors other special conditions required by the loan.

(9) The City Clerk records payments received on loans made from the Revolving Loan Fund and files semi-annual reports on principal and interest recaptured to the Illinois Department of Economic Opportunity. The City Clerk gives notices to the RLF Coordinator, if a payment becomes more than ten days past due.

(10) Upon notice from the City Clerk of a non-performing loan, the RLF Coordinator will place a telephone call to the borrower and request payment. At 30 days past due, the City ~~Manager Administrator~~ will send a formal letter requesting payment. Should the payment become 45 days past due, the account receivable will be referred to the City Attorney for collection. All legal rights will be exercised by the city to reclaim funds. Legal counsel will be consulted during foreclosure and liquidation proceedings if events warrant.

(G) *Assurances.* Incidental to the approval of this Revolving Loan Fund Strategy, the City Council has provided these assurances to the Illinois Department of Commerce and Economic Opportunity.

(1) No more than 10% of the annual revenue to the Revolving Loan Fund will be used for administration of the Fund. Administrative expenses will be documented via receipts, bills, invoices, and the like.

(2) Assistance provided from the Revolving Loan Fund will result in at least 51% benefit to low-to-moderate income persons and these benefits will be documented by utilizing Job Training Service providers, Illinois Employment and Training Centers or the employee certification forms found in the Revolving Loan Fund Handbook.

(3) The city agrees to report semi-annually on the status of the Revolving Loan Fund to the Department of Commerce and Economic Opportunity.

(4) Any changes to this Revolving Loan Fund Strategy will be submitted to the Department of Commerce and Economic Opportunity for approval.

(5) The city shall agree to pursue legal remedy to recover delinquent loans. Legal action shall include that authorized by federal and state law, including, but not limited to, efforts to collect and pursue the interests of the Revolving Loan Fund through bankruptcy court.

(6) A minimum leverage ratio of \$1 non-CDAP funds to \$1 CDAP Revolving Loan Funds must be obtained for each project. Revolving Loan Funds may not comprise more than 50% of the financing for any project.

(7) The city shall assure that environmental reviews will be completed for each project funded as well as prevailing wages paid if applicable.

BUDGET OFFICER; ANNUAL BUDGET

§ 35.51 APPOINTMENT OF BUDGET OFFICER.

The ~~Commissioner of Accounts and Finance~~ City Manager shall designate the budget officer, ~~with the approval of the Council.~~ The budget officer shall take an oath and post a bond as provided in ILCS Ch. 65, Act 5, § 3.1-10-25. The budget officer may hold another municipal office, either elected or appointed, and may receive compensation for both offices. The Budget Officer shall serve at the pleasure of the City Manager ~~Mayor.~~ 65 ILCS 5/8-2-9.1

INTERFUND LOANS

§ 35.70 INTERFUND LOANS WITHIN THE POOLED CASH FUND.

The City Treasurer is hereby authorized to administer an interfund loan program within the Pooled Cash Fund. The interfund loans administered under this section must relate to the cash contained in the Pooled Cash Fund. Any loan made under this section must be short-term in nature and the fund receiving the loan must have the foreseeable resources to pay the interfund loan back within a three-month period. If the fund receiving the loan does not have the foreseeable resources to repay the loan within a three-month period the interfund loan and/or a permanent transfer of funds must be approved by the City Council. The interfund loans within the Pooled Cash Fund must be balanced at the end of every fiscal quarter. Any loan greater than \$100,000 that is also outstanding for longer than seven calendar days must be reported to the City ~~Manager Administrator and Finance Commissioner~~. Within the above guidelines, the City Treasurer shall make interfund loans within the Pooled Cash Funds as needed to keep the funds of the city solvent.

SECTION 6: Code Amendments – Chapter 36. The current provisions of §36.53 Suspension of License and §36.54 Use of Receipts of CHAPTER 36: TAXATION of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. text), as follows:

CHAPTER 36: TAXATION

Section

Tax on Gross Rental Receipts from Renting of Hotel or Motel Rooms

36.53 Suspension of license

36.54 Use of receipts

§ 36.53 SUSPENSION OF LICENSE.

The City Manager ~~Mayor~~, after notice and hearing, may suspend or revoke all city licenses held by such person provided that the Mayor finds that such person has willfully avoided payment of the tax imposed by this chapter.

§ 36.54 USE OF RECEIPTS.

(A) The amounts collected by the municipality pursuant to this chapter shall be expended by the municipality solely to promote tourism and conventions within the municipality or otherwise to attract non-resident overnight visitors to the municipality. No funds received pursuant to this chapter shall be used to advertise for or otherwise promote new competition in the hotel business.

(B) Expenditures of funds collected by the municipality pursuant to this chapter shall be subject to an annual budget adopted by the City Council for the Hotel/Motel Tax Special Revenue Fund before the beginning of the fiscal year to which it applies. The fiscal year of the municipality begins May 1 and ends April 30.

(C) The Tourism and Arts Director submits requests for appropriation of Hotel/Motel Tax funds as recommended by the Tourism Advisory Committee. The City Manager ~~Administrator~~ uses the request of the Committee as the starting point for formulating a tentative

budget. The tentative budget is published and made conveniently available for public inspection for at least ten days prior to the passage of the budget. Not less than one week after the publication of the tentative budget and prior to final action on the budget, the City Council holds at least one public hearing, after which hearing or hearings, the budget may be further revised and passed without any further inspection, notice or hearing. Notice of the budget hearing is given by publication in a newspaper having a general circulation in the municipality at least one week prior to the time of the hearing.

(D) The budget is presented in account code classifications that enable reporting of financial data by fund, function and objects of expenditure. The City Council delegates authority ~~to the departmental Commissioner responsible~~ for tourism development to delete, add to, change or create sub-classes within object classes budgeted previously, subject to prior approval by the City ~~Manager Administrator~~. On recommendation of the Tourism Advisory Committee and a vote of two-thirds of the City Council members, the annual budget shall be made increasing the budget in the event funds are not available to effectuate the purpose of the revision.

(E) The Tourism and Arts Director is responsible for managing expenditures within limits established by the approved budget. No person shall obligate hotel/motel tax funds for any purpose unless the Tourism and Arts Director has given prior approval as to budget and account coding by signing a source document authorizing the transaction. Expenditures greater than \$5,000 require signature approval of the City ~~Manager Administrator~~. The Tourism and Arts Director may authorize expenditures exceeding individual line item amounts in the approved budget with the prior approval of the ~~City Manager Departmental Commissioner~~, but formal City Council approval at a regular or special meeting shall be required in all of the following circumstances:

- (1) For any deviation that would increase the number of full or part-time positions authorized by the budget;
- (2) For any deviation from the approved budget that will exceed the "bottom line" established for total expenditures for the Hotel/Motel Tax Fund;
- (3) For any deviation from the approved budget that will transfer money between funds; and
- (4) For expenditures valued greater than \$10,000, regardless if the project or program has been authorized in the approved budget.

(Ord. 91-4662, passed 6-18-1991; Am. Ord. 2004-5192, passed 10-5-2004; Am. Ord. 2005-5211, passed 11-15-2005; Am. Ord. 2012-5359, passed 12-18-2012)

SECTION 7: Code Amendments – Chapter 38. The current provisions of §38.04 Form for Notice of Denial of Request of CHAPTER 38: PUBLIC RECORDS of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. **text**), as follows:

CHAPTER 38: PUBLIC RECORDS

Section

38.04 Form for notice of denial of request

§ 38.04 FORM FOR NOTICE OF DENIAL OF REQUEST.

NOTICE OF DENIAL

Your request for copies of public records has been denied on: _____.

(Date)

based on the following: _____

Names & Titles or Positions of each person responsible for the denial:

REQUEST FOR REVIEW

RIGHT

Pursuant to law you are entitled to contact the Office of the Attorney General's Public Access Counselor (PAC) for a Request for Review on the decision of denying your request for certain information. Contact information for the PAC is: Public Access Counselor; Office of the Attorney General; 500 S. 2nd Street; Springfield, Illinois 62701 or at 1-877-299-FOIA (1-877-299-3642) or at: publicaccess@ilag.gov.

SECTION 8: Code Amendments – Chapter 39. The current provisions of §39.05 Non-discrimination Policy on the Basis of Disabilities of CHAPTER 36: CITY POLICIES of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. **text**), as follows:

CHAPTER 39: CITY POLICIES

Section

39.05 Non-discrimination policy on the basis of disabilities

§ 39.05 NON-DISCRIMINATION POLICY ON THE BASIS OF DISABILITIES.

(A) *Purpose.* The City of Mattoon has established this policy in accordance with Section 504 of the Rehabilitation Act of 1973 (29 USC 794) as amended.

(B) *Policy.*

(1) The City of Mattoon resolves that no otherwise qualified person shall, on the basis of a physical or mental disability, be excluded from participation in, be denied the benefits of, or

otherwise be subjected to discrimination under any program or activity in which the City of Mattoon receives federal financial assistance.

(2) The City of Mattoon further resolves that no otherwise qualified person shall, on the basis of physical or mental disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity conducted by the City of Mattoon independent of the funding source.

(C) *Definitions.*

CITY SERVICES. The City of Mattoon provides a variety of public services including, but not limited to:

- (a) Police protection;
- (b) Fire protection;
- (c) Parks;
- (d) Recreational activities;
- (e) Arts and tourism;
- (f) Streets;
- (g) Sidewalks;
- (h) Public buildings and grounds; and
- (i) Water and sewer service.

OTHERWISE QUALIFIED PERSON.

(a) With respect to employment, a person with a physical or mental disability who, with reasonable accommodation, can perform the essential functions of the job in question.

(b) With respect to services, a person with a physical or mental disability who meets the essential eligibility requirements for the receipt of such services.

REFERENCE MATERIALS. Copies of 29 USC 794 and 29 USC 705 (Definitions) are available on-line and at the City Clerk's Office at 208 North 19th Street, Mattoon, IL 61938.

SECTION 504 COORDINATOR. The Section 504 Coordinator for the City of Mattoon shall be the City ~~Manager~~ **Administrator**, or a duly appointed designee. The contact information for the Section 504 Coordinator is:

City of Mattoon Section 504 Coordinator
Attn: City Administrators Office
208 North 19th Street
Mattoon, IL 61938
217-258-7931

(D) *Notice of non-discrimination.* A notice of non-discrimination is attached to Ordinance No. 2020-5433 as Exhibit 'X' and incorporated herein by reference. The notice of non-discrimination shall be posted in a conspicuous location in City Hall.

(E) *Employment practices.*

(1) *Employment advertisements.* Employment advertisements shall include the following closing "Equal Opportunity Employer: disability/veteran".

(2) *Processing of applications.* Applications shall not include questions about mental or physical disabilities. Mental and physical disabilities shall not be considered during the review of applications for interview selection. Mental and physical disabilities shall only be taken into consideration at the time of selection of the final candidate. At that time, a review shall be performed to determine if "reasonable accommodation" can be implemented if/when the most qualified candidate is a person with disabilities.

(3) *Physical requirements and testing criteria.* Employment advertisements and position descriptions may include physical performance requirements and testing criteria. Physical or testing requirements shall be reviewed by the Department Director and the City Administrator to verify that all requirements are necessary for the position.

(4) *Interviews.* All interviews shall be conducted in ADA accessible facilities. Interview questions shall be consistent from candidate to candidate, and shall not be discriminatory to persons with disabilities.

(5) *Confidentially.* Disclosure of disabilities and/or requests for reasonable accommodations shall remain confidential within the interview and hiring team.

(6) *Promotions, transfers, demotions, lay-offs, and reinstatements.* The process for promotions, transfers, demotions, lay-offs, and reinstatements shall follow a similar process as described for hiring. Selection of the most qualified individual shall be made without consideration of physical or mental disabilities, then the appropriateness of reasonable accommodations shall be considered if/when the most qualified candidate is a person with disabilities.

(7) *Job assignments.* Existing accommodations for persons with disabilities shall be taken into account when making job assignments. Job assignments shall not be made in a manner which would result in embarrassment for a person with disabilities.

(8) *Leave time and benefits.* Leave time and other benefits shall be uniform based on employee job classifications without disparity between persons with, and without, disabilities.

(9) *Training.* Training opportunities shall be uniform based on employee job classifications without disparity between persons with, and without, disabilities.

(F) *Grievance procedure.*

(1) Grievances shall be submitted to the City of Mattoon Section 504 Coordinator at 208 N 19th Street, Mattoon, IL 61938, within 30 days of the action to be investigated.

(2) Grievances shall be submitted in writing, and shall include the following:

(a) Grievant's name and address;

(b) Grievant's preferred means of contact email, mail, video, phone, or text; and

(c) Brief description of the grievance including the location, date, and item or action to be investigated.

(3) Grievances shall be investigated by the Section 504 Coordinator, or a duly appointed designee, and a response returned to the grievant within 30 days of receipt.

(4) Responses shall include a determination as to whether further action by the city is warranted, a timeline for such action if deemed necessary, or a description of why further is not justified.

(5) Person's with non-city related complaints, or unsatisfied grievants, may contact the following agencies:

(a) State of Illinois, Office of the Attorney General

500 S. Second Street

Springfield, IL 62701

217-524-2660

877-844-5461 (TTY);

(b) State of Illinois, Secretary of State

213 State Capital

Springfield, IL 62756

800-252-8980

888-261-7864 (TTY); or
(c) Chicago Regional Office/Fair Housing Enforcement Center
US Department of Housing and Urban Development
Robert Metcalf Federal Building
77 West Jackson Boulevard, Room
2101
Chicago, IL 60604-3507
312-353-6236
312-353-7143 (TTY).

SECTION 9: Code Amendments – Chapter 51. The current provisions of §51.021 Bill Adjustments; Leaks in Service Lines, Fixtures or Hydrants of CHAPTER 51 TAXATION of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. **text**), as follows:

CHAPTER 51: WATER

Section

Terms and Conditions of Service

51.021 Bill adjustments; leaks in service lines, fixtures or hydrants

§ 51.021 BILLING ADJUSTMENTS; LEAKS IN SERVICE LINES, FIXTURES OR HYDRANTS.

(A) The City Treasurer and **City Manager** ~~Commissioner of Finance~~ have the authority to order that a customer's service not be discontinued, to delay service disconnections, to accept partial payments, to adjust or waive fees, penalties and charges, and to make billing adjustments. The Treasurer's adjustment authority shall not exceed a value of \$500. ~~Account adjustments valued between \$500.01 to \$1,000.00 require signature approval by the Commissioner of Finance.~~ Adjustments valued in excess of \$1,000 require formal approval by the City Council.

(B) Upon discovery of a leak in service lines, fixtures, hydrants or valves on the customer's side of a water meter, written notice will be given by the Finance Department to the customer to make necessary repairs.

(C) If a leak occurs on a service line, fixture, hydrant or valve on the customer's side and if it can be reasonably determined that the customer could not have easily ascertained that such a leak existed, an adjustment may be made in the customer's water and sewer bill. Such adjustments shall be made in accordance with the following procedures:

(1) The average monthly water bill during the preceding 12 months shall be computed and deducted from the bill accumulated during the period of the concealed leakage.

(2) From the remainder, the customer shall be credited an amount equal to 50% of the remainder.

(3) The City Treasurer may require written evidence that repairs were made to the customer's service line or fixtures before approving an adjustment authorized by this section, if

the Treasurer has reason to believe that the excess water consumption was not caused by estimated or erroneous meter readings.

(4) Billing adjustments are allowed only once per customer in a 12-month rolling period.

(D) No further billing adjustment shall be made to sewer charges for any reason, including the filling of a swimming pool.

(E) No billing adjustments shall apply to leakage from any service line that is constructed of unapproved plastic materials. All plastic material used in service lines must meet city and state plumbing codes.

(F) Customers who have received a billing adjustment due to a high bill may enter into a payment arrangement with the city whereby the adjusted bill is paid off over time. All subsequent bills must be paid in a timely manner in order for the payment arrangement to remain in effect.

SECTION 10: Code Amendments – Chapter 52. The current provisions of §52.48 Public Hearing and §52.49 City Council Approval Use of CHAPTER 52: GARBAGE AND REFUSE of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. **text**), as follows:

CHAPTER 52: GARBAGE AND REFUSE

Section

Site Approval of New Pollution Control Facilities

52.48 Public hearing

52.49 City Council approval

§ 52.48 PUBLIC HEARING.

(A) At least one public hearing shall be held by the City Council no sooner than 90 days but no later than 120 days from receipt of the application for site approval.

(B) Within 60 days of receipt of the application, the **City Manager** ~~Mayor~~ shall notify the applicant, in writing, of the scheduled public hearing date.

(C) The applicant shall be responsible for publishing notice of the public hearing in two newspapers of the largest general circulation in the city. The applicant shall also notify by certified mail all members of the General Assembly from the district in which the proposed site is located, and the agency.

(D) The public hearing shall develop a record sufficient to form the basis of appeal of the decision in accordance with ILCS Ch. 415, Act 5, § 40.1.

(E) The **City Manager** ~~Mayor~~ shall, with consent of the City Council, appoint an independent hearing officer to preside over and conduct the public hearing. The **City Manager** ~~Mayor~~ may request that the City Legal Counsel, the Coles County Regional Planning and Development Commission and the County Health Department be present at the hearing to assist the hearing officers.

(F) The hearing officer, based upon the application, written comments, transcript of the public hearing and other pertinent documents, shall determine compliance or noncompliance with the review criteria and make recommendations on site approval to the City Manager ~~City Council~~ no sooner than 30 days after the last public hearing but no later than 60 days after the last public hearing.

(G) Any time prior to completion by the applicant of the presentation of the applicant is factual evidence and an opportunity for cross-questioning by the City Council representatives and any participants, the applicant may file not more than one amended application upon payment of additional fees pursuant to § 52.50 in an additional period of 90 days.

§ 52.49 CITY COUNCIL APPROVAL.

(A) No sooner than 30 days after the last public hearing; but no later than 180 days from the receipt of the application for site approval, the City Manager ~~City Council~~ shall, ~~at a regular or special meeting,~~ approve or deny the application for a new pollution control facility site.

(B) After reviewing the recommendation of the hearing officer, the City Manager ~~City Council~~ shall base its decision on the application for a new pollution control facility in accordance with ILCS Ch. 415, Act 5, § 39.2(a), as follows:

(1) The facility is necessary to accommodate the waste needs of the area it is intended to serve;

(2) The facility is so designed, located and proposed to be operated that the public health, safety and welfare will be protected;

(3) The facility is located so as to minimize incompatibility with the character of the surrounding area and to minimize the effect on the value of the surrounding property;

(4) The facility is located outside the boundary of the 100-year flood plain or the site is flood-proofed;

(5) The plan of operations for the facility is designed to minimize the danger to the surrounding area from fire, spills, or other operational accidents;

(6) The traffic patterns to or from the facility are so designed as to minimize the impact on existing traffic flows;

(7) If the facility will be treating, storing or disposing of hazardous waste, an emergency response plan exists for the facility, which includes notification, containment and evacuation procedures to be used in case of an accidental release;

(8) If the facility is to be located in a county where the County Board has adopted a solid waste management plan, the facility is consistent with that plan; and

(9) If the facility will be located within a regulated recharge area, any applicable requirements specified by the City Manager or ~~City Council~~ for such areas have been met;

(10) The City Manager ~~City Council~~ may also consider as evidence the previous operating experience and the past records of convictions or admissions of violations of the applicant (and any subsidiary or parent corporation) of any state and/or federal Pollution Control Facilities (PCF) laws, policies, and regulations.

(C) A statement of the decision, reasons for the decision based on the criteria, and conditions imposed by the City Manager or the ~~City Council~~ shall be made in writing. The Illinois Environmental Protection Agency and the applicant shall be notified by registered mail of the decision.

(D) The City Manager's ~~City Council's~~ written decision and any imposed conditions shall be made available for public inspection at the office of the City Clerk and may be copied upon payment of the actual cost of reproduction.

(E) If there is no final action by the City Manager ~~City Council~~ within 180 days of the filing of the application for site approval, the applicant may deem the request approved.
(Ord. 2001-5096, passed 12-21-2001)

SECTION 11: Code Amendments – Chapter 92. The current provisions of §92.21 Authority of Fire Department Chief to Seize or Remove Fireworks, §92.23 License Required for Public Display of Fireworks and §92.23 Storage of Fireworks for Public Display; License Required of CHAPTER 92: FIRE PREVENTION; FIREWORKS of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. text), as follows:

CHAPTER 92: FIRE PREVENTION; FIREWORKS

Section

Fireworks

92.21 Authority of Fire Department Chief to seize or remove fireworks

92.22 License required for public display of fireworks

92.23 Storage of fireworks for public display; license required

§ 92.21 AUTHORITY OF FIRE DEPARTMENT CHIEF TO SEIZE OR REMOVE FIREWORKS.

The Chief of the Fire Department, with the approval of the City Manager ~~Mayor~~, shall seize, take, remove or cause to be removed, at the expense of the owner, all stocks or fireworks or combustibles offered or exposed for sale, stored or held in violation of this subchapter.

§ 92.22 LICENSE REQUIRED FOR PUBLIC DISPLAY OF FIREWORKS.

Licenses for the public display of fireworks by properly qualified individuals or corporations, or by the city officials, under the direct supervision of experts in the handling of fireworks, may be issued by the City Manager ~~Mayor~~ in such form as may be prescribed, and upon furnishing such information as he and the Chief of the Fire Department may require. Such display or displays shall be of such character and so located, discharged or fired, as in the opinion of the Chief of the Fire Department, after proper inspection, shall not be hazardous to property or endanger any person or persons. Application for such licenses shall be made 15 days in advance of the date of display.

§ 92.23 STORAGE OF FIREWORKS FOR PUBLIC DISPLAY; LICENSE REQUIRED.

Such fireworks or devices for pyrotechnic display may be stored within the limits of the city when the license for such storage has been issued by the City Manager ~~Mayor~~. The buildings or premises in or upon which such storage is to be made shall be properly inspected by the Chief of the Fire Department and certified as a proper place for such storage. No license shall be issued

for such storage within 500 feet of a school, hospital, church or other public institution or any building used as a place of public assembly.

SECTION 12: Code Amendments – Chapter 97. The current provisions of §97.04 Crossings and Approaches; Construction; Maintenance of CHAPTER 97: RAILROADS of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. text), as follows:

CHAPTER 97: RAILROADS

Section

97.04 Crossings and approaches; construction; maintenance

§ 97.04 CROSSINGS AND APPROACHES; CONSTRUCTION; MAINTENANCE.

(A) At all of the railroad crossings of public highways, streets and alleys, the several railroad corporations shall construct and maintain within their respective right-of-way, sidewalks, culverts and approaches either across, over or under their tracks as the case may be, so that at all times such crossings shall be safe as to persons and property.

(B) Whenever any railroad corporation shall neglect to construct or maintain in good repair any crossing or approach, as aforesaid, the City Manager ~~Mayor~~ shall cause written notice to be given, specifying the nature of the work required, and if within ten days after service of such notice such work is not done, the city may forthwith cause such construction or repairs to be made and recover from the railroad company the cost thereof with all necessary expenses incurred.

(C) Railroad grade crossings over any streets or alleys shall be protected as required by the U.S. Interstate Commerce Commission and the State Commerce Commission.

SECTION 13: Code Amendments – Chapter 99. The current provisions of §99.41 Board of Officers, §99.51 Acceptance of Improvement; Payment, §99.55 Use of Sidewalks for Cafes, §99.60 Bicycle Committee and §99.73 Tree Commission of CHAPTER 99: STREETS AND SIDEWALKS of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. text), as follows:

CHAPTER 99: STREETS AND SIDEWALKS

Section

Sidewalk Construction

99.41 Board of Officers

99.51 Acceptance of improvement; payment

99.55 Use of sidewalks for cafes

Bicycle Committee

99.60 Bicycle Committee

Trees

99.73 Tree Commission

SIDEWALK CONSTRUCTION

§ 99.41 BOARD OF OFFICERS.

The Board of Officers provided for in ILCS Ch. 65, Act 5, § 11-84-2, shall consist of the City Manager ~~Mayor~~, City Clerk and City Engineer, or if there is no City Engineer, then the ~~Superintendent of Streets~~ Public Works Director. The City Manager ~~Mayor~~ shall act ex-officio as chairman of the Board, and the City Clerk as Clerk thereof. The Clerk shall be the keeper of the records of the Board.

§ 99.51 ACCEPTANCE OF IMPROVEMENT; PAYMENT.

Where the improvement provided for in the ordinance is constructed under contract with the city, the Board of Officers shall upon the completion and acceptance of said improvement report such completion and acceptance to the Council. The City Manager ~~Mayor~~ and City Clerk are thereupon authorized to issue noninterest bearing vouchers to the contractor in payment for such improvement, payable solely out of the special tax provided for in this code when the same is collected.

§ 99.55 USE OF SIDEWALKS FOR CAFÉS.

(A) *Permit required.* It shall be unlawful for any person, firm, corporation, organization or association to use the public sidewalk for the operation of a sidewalk café, whether offering direct service to the table or not, without obtaining a sidewalk café permit. Permits will be issued only to businesses owning or leasing property immediately adjacent to an improved sidewalk within a public right-of-way. No permit shall be issued to any business which is not in compliance with all provisions of this code.

(B) *Definition.* **OUTDOOR CAFÉ** shall mean a use of public sidewalk by a food service establishment for the serving of food and beverages. The use will be characterized by the outdoor use of tables, and chairs, umbrellas, and perimeter boundary defining barriers.

(C) *Application.* Application for an outdoor café permit shall be made on forms supplied by the city, and submitted to the City Clerk for review by the Community Development and Planning Director. The application shall require the following:

(1) The name, address, and telephone number of the owners of the property and the food service establishment related to the permit.

(2) A copy of a valid permit or license from the Coles County Health Department.

(3) A drawing or sketch which will include the dimensions of the proposed permit area and which shows the location and type of the tables, chairs, trash receptacles, and other equipment proposed to be used, location of ingress and egress, the curb line and any existing public or utility-owned equipment facilities in or adjacent to the area proposed which are visible to the

eye, including but not limited to parking meters, trees, manhole covers and utility poles or openings.

(4) An operations plan specifying the proposed dates, days and hours of operation of the outdoor café, the hours of operation of the adjacent restaurant, scheduled maintenance of the permit area, maximum seating capacity, and method of providing security and maintenance.

(5) An original of a certificate of insurance listing the required coverage amounts and policy periods of the permittee's general liability policies.

(6) An executed waiver of liability in a form approved by the City Attorney.

(7) Any other information related to the requirements of this chapter that the City Manager ~~Mayor~~ or City Clerk deems necessary.

(D) *Review of applications.* The City Clerk shall review the application for a sidewalk café permit and determine whether to issue the permit. No permit shall be issued pursuant to this chapter unless the Community Development and Planning Director has determined the following:

(1) There are no outstanding fines, fees, taxes or other charges due and owed to the city by the applicant or the owners of the real property on which the establishment is located.

(2) The applicant has supplied all of the information required on or by the application, and any additional information requested by the City Clerk.

(3) All of the requirements of this chapter have been met.

(E) *Additional conditions.* The Clerk may impose conditions upon the issuance of a sidewalk café permit in order to protect the use of adjacent right-of-way for its intended purpose, to prevent congestion of vehicular or pedestrian traffic flow and to otherwise carry out the purpose and intent of this chapter and this code.

(F) *Regulations.* All permit holders are subject to the following regulations:

(1) An outdoor café is permitted only on sidewalks. The permit area shall be immediately adjacent to the establishment requesting the permit, or on sidewalks contiguous to the sidewalk adjacent to the establishment.

(2) No permit will be allowed if seats or equipment in the outdoor café result in the need for additional restrooms or additional parking and unless such additional restrooms or parking are provided.

(3) Outdoor café permits are valid from April 1 to October 31 of each year. All permits shall expire annually on November 1 of each year.

(4) The hours when service is permitted at the outdoor café shall be during business hours of the permittee.

(5) Any person making use of an outdoor café shall do so in a reasonable manner with due regard for the health and safety of persons and property. No permittee shall make any physical alteration to public property without the written permission of the Public Works Director. A permittee shall owe a duty to the city and third persons to maintain the permit area in a clean, safe and sanitary condition.

(6) The permittee shall keep the permit area free of litter, cans, bottles and spills at all times. The permittee shall promptly collect and dispose of all litter, trash and other waste materials associated with the outdoor café, including material in the adjacent public right-of-way or property originating from the outdoor café. The permittee shall dispose of any such waste in their trash containers only, no trash may be put into city-maintained trash receptacles.

(7) No cooking or food preparation shall be permitted at any time within the permit area.

(8) Upon the expiration or other termination of an outdoor café use permit, the permittee shall immediately remove all tables, chairs, furnishings, equipment and other items of personal property from the permit area. Any such items remaining on the public right-of-way may be removed and disposed of by the city at the sole cost and expense of the permittee.

(9) No live entertainment shall be allowed at any time within the permit area. This provision shall not prohibit piped-in-sound, so long as such sound otherwise complies with the city's noise regulations.

(10) Only the following types of furniture or other equipment may be located in an outdoor café; tables and chairs, umbrellas, waste receptacles, bussing carts, one sandwich board sign.

(11) All items placed on the sidewalk must be located in accordance with the approved drawing submitted with the application for permit. If the permittee wished to change the location of items on the sidewalk a drawing of the new configuration must be submitted to the [Community Development and Planning Director](#) for approval.

(12) All items must be placed so as not to create hazards. Incidental items placed in the public sidewalk during the operations of the permittee shall be properly weighted to prevent a wind-blown hazard and shall be removed at the end of each business day.

(13) Said furniture and other equipment shall be portable, shall not be chained, bolted or otherwise secured together as a unit, shall not be affixed to the surface of the permit area, and shall be removed on a nightly basis within 30 minutes after cessation of service in the outdoor café.

(14) Tables shall be freestanding with detached chairs or seating, unless it is determined that another design meets the intent of these regulations and a specific exception is permitted in writing by the [Community Development and Planning Director](#).

(15) Umbrellas shall have a maximum diameter of six feet, a weighted base and be fabric covered.

(16) No signs, banners, sandwich boards or other like advertising, except for one sandwich board, no larger than six square feet in area on any one of two sides, no greater than four feet in height, shall be located in the permit area.

(17) Tables, chairs, umbrellas, sandwich boards, and other permissible equipment shall be located in the outdoor café area so that there remains open, at all times, a longitudinal walking space, the location of which shall be determined by the [Community Development and Planning Director](#) or designee, of a minimum of four feet in width, which distance may be increased if the [Community Development and Planning Director](#) deems it necessary for pedestrian safety, with a cross-slope not to exceed Americans and Disability Act (ADA) requirements.

(18) The placement of portable heaters must be reviewed and approved by the city's Fire Chief.

(19) The City Clerk and [Community Development and Planning Director](#) may promulgate administrative rules relating to the requirements contained in this chapter. Such rules shall be attached to the permit and be followed by the permittee.

(20) Subject to the requirements of the code, the permit holder shall, as part of the right granted pursuant to the permit, be entitled to remove or exclude persons from the permit area during hours of business operation, such permittee is authorized to give notice to any such person to prevent such entry. No cover charge or minimum purchase may be required for admittance to an outdoor café area in the public right-of-way.

(G) *Fees.* The fee for a sidewalk café permit shall be \$25 per table per season. The fee shall be paid upon the issuance of the permit.

(H) *Indemnification; payment for cleaning or damages.* As an express condition of the issuance of the permit, each permittee shall agree in writing to indemnify and hold harmless the city against all claims, liability, loss, injury, death or damage whatsoever in connection with or arising out of the use of the outdoor café by anyone, except where the claim is the result of the sole negligence of the city. Additionally, as an express condition of the issuance of the permit, the permittee shall agree to, within seven days after the billing date, pay to the city all costs associated with damage to the pavement or other city-owned facilities located in or adjacent to the permit area caused by operation of the food service establishment, or the cleaning of or trash removal from the permit area or adjacent premises occasioned by the failure of the permittee to clean or removed such trash.

(I) *Insurance requirements.* All persons, prior to receiving a permit, shall procure and maintain for the duration of the permit, public liability and property damage insurance pertaining to the permit area in a minimum amount of \$2,000,000 per person and \$2,000,000 in the aggregate per occurrence and property damage in a minimum amount of \$2,000,000, which shall name the City of Mattoon, its officers and employees as additional insureds and the same shall provide that the policy shall not be terminated or be canceled prior to the expiration date without 30 days advance written notice to the city. Proof of such insurance, issued by an insurance company licensed to do business in the State of Illinois in the form of a certificate of insurance, shall be attached to the application.

(J) *Enforcement.*

(1) The city may inspect the permit area at any time. The city shall mail or deliver the results of the inspection to the permittee.

(2) Any violation of the provisions of this section shall be remedied within the time given in the notice or if not stated in the notice, within seven calendar days from the date of delivery of post-mark on the notice.

(3) The use of a public sidewalk as an outdoor café shall be subject to temporary suspension or termination at any time by the city in the interest of the public health, safety and welfare. To the extent that a permit area is needed by the city for the purposes for which it was dedicated, or any other public purpose, the city may immediately terminate the revocable use permit by sending written notice to the permittee and assume full possession and control of the permit area. The permittee shall remove all furniture from the right-of-way within the time specified by the notice. If the furniture is not removed by the permittee, the city shall be authorized to remove all furniture and other objects of permittee from the permit area. If such furniture is not reclaimed by the permittee within seven days after removal by the city, the property shall be presumed abandoned and subject to disposal.

(4) The permittee shall be subject to the penalty provisions and procedures set forth in § [10.99](#) of this code.

BICYCLE COMMITTEE

§ 99.60 BICYCLE COMMITTEE.

(A) The Bicycle Committee shall consist of community members appointed by the ~~Commissioner of Public Property with the approval of the City Council~~ Mayor. The Bicycle Committee shall present findings and recommendations to the Public Works Advisory Board.

(B) The Bicycle Committee shall have the following duties:

(1) To advocate for, and promote, the city's efforts to establish a network of bicycle routes throughout the city;

(2) To advise and present recommendations to the ~~City Manager~~ Commissioner of Public Property, the Public Works Director, and the Public Works Advisory Board for revisions to the City's Bikeway Plan;

(3) To assist with the preparation of grant applications, and securing of funding for the projects promoted by the Bicycle Committee; and

(4) To advise and present recommendations to the ~~City Manager~~ Commissioner of Public Property, the Public Works Director, and the Public Works Advisory Board for the care and maintenance of the city's Bikeway Network.

TREES

§ 99.73 TREE COMMISSION.

(A) The Tree Commission shall consist of community members appointed by the ~~Mayor~~ Commissioner of Public Property ~~with the approval of the City Council~~. The Tree Commission shall present findings and recommendations to the Public Works Advisory Board.

(B) The Tree Commission shall have the following duties:

(1) To advocate for, and promote, the proper management of the city's tree inventory;

(2) To assist with the preparation of tree inventories and other studies recommended by the Tree Commission;

(3) To advise and present recommendations to the ~~City Manager~~ Commissioner of Public Property, the Public Works Director, and the Public Works Advisory Board for revisions to the city's standards for tree care and maintenance;

(4) To advise and present recommendations to the ~~City Manager~~ Commissioner of Public Property, the Public Works Director, and the Public Works Advisory Board for new tree planting projects and programs; and

(5) To assist with the preparation of grant applications, and securing of funding for the projects promoted by the Tree Commission.

SECTION 14: Code Amendments – Chapter 110. The current provisions of §110.06 Issuance of Certificates; Exhibition and §110.11 Revocation of CHAPTER 110: GENERAL LICENSE REGULATIONS of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. text), as follows:

CHAPTER 110: GENERAL LICENSE REGULATIONS

Section

110.06 Issuance of certificates; exhibition

110.11 Revocation

§ 110.06 ISSUANCE OF CERTIFICATES; EXHIBITION.

(A) Licenses or permit certificates shall show the name of the licensee or permittee, the date of issue, the activity licensed and the term of the license or permit, and shall be signed in the name of the city by the City Manager ~~Mayor~~ and City Clerk, and be impressed with the city seal.

(B) Every licensee or permittee shall carry his license or permit certificate upon his person at all times when engaged in the activity for which the license or permit was granted, except that where such activity is conducted at a fixed place or establishment, the license or permit certificate shall be exhibited at all times in some conspicuous place in his place of business. The licensee or permittee shall exhibit the license certificate when applying for a renewal and upon demand of any police officer or person representing the issuing authority.

Penalty, see § 10.99

§ 110.11 REVOCATION.

Any license or permit issued by the city may be suspended or revoked by the City Manager ~~Mayor or Council~~ for any of the following causes:

- (A) Fraud, misrepresentation or incorrect statement contained in the application or made in carrying on the licensed or permitted activity.
- (B) Conviction of any crime or misdemeanor.
- (C) Conducting such activity in such manner as to constitute a breach of the peace, or a menace to the health, safety or welfare of the public, or a disturbance of the peace or comfort of residents of the city, upon recommendation of the appropriate city official.
- (D) Expiration or cancellation of any required bond or insurance.
- (E) Actions unauthorized or beyond the scope of the license or permit granted.
- (F) Violation of any regulation or provision of this code applicable to the activity for which the license or permit has been granted, or any regulation or law of the state so applicable.
- (G) Failure to continuously comply with all conditions required as precedent to the approval of the license or permit.

SECTION 15: Code Amendments – Chapter 112. The current provisions of §112.24 Revocation of CHAPTER 112: AMUSEMENTS of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. text), as follows:

CHAPTER 112.: AMUSEMENTS

Amusement Devices

112.24 Revocation

§ 112.24 REVOCATION.

Any license issued under this subchapter may be revoked by the City Manager ~~Mayor or by the City Council~~ whenever in the judgment of either the public welfare requires such revocation, or

when any mechanical amusement device is used in violation of the laws of the state or the ordinances of the city.

SECTION 14: Code Amendments – Chapter 110. The current provisions of §117.06 Inspection of Vehicles of CHAPTER 117: TAXICABS of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. text), as follows:

CHAPTER 117: TAXICABS

Section

117.06 Inspection of vehicles

§ 117.06 INSPECTION OF VEHICLES.

All taxicabs shall be kept clean, sanitary and mechanically safe at all times. The City Manager ~~Mayor~~ may cause such taxicabs to be inspected from time to time, and if found in an unsanitary or unsafe condition he may order such taxicabs withdrawn from service until placed in a fit and serviceable condition, and upon failure to comply with such order the license for such taxicab may be repealed and no portion of the license fee shall be refunded.

SECTION 15: Code Amendments – Chapter 118. The current provisions of §118.13 Appeal Rights of CHAPTER 118: SEXUALLY ORIENTED BUSINESSES of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. text), as follows:

CHAPTER 118: SEXUALLY ORIENTED BUSINESSES

Section

118.13 Appeal rights

§ 118.13 APPEAL RIGHTS.

(A) Any denial, suspension, or revocation of a new or renewal license under this chapter may be appealed to the mayor of the municipality by written notice filed with the municipality's clerk within ten days of the effective date of such denial, suspension, or revocation. A suspension or revocation of a license under this chapter shall be stayed pending appeal.

(B) The City Manager ~~mayor~~ shall notify the appellant in writing of the date for the hearing on the appeal. The written notice shall be either served on the appellant personally on or before five days before the hearing, or by placing it in a sealed envelope, addressed to the appellant at the address set forth in the application, and depositing it with the United States Postal Service,

proper first class postage prepaid, on or before seven days before the hearing. The City Manager ~~mayor~~ may, but is not required to, serve the written notice by certified or registered mail, as set forth above.

(C) The City Manager ~~mayor~~ shall conduct a hearing on the appeal within 14 days of receipt of the written notice of appeal by the municipality's clerk, at which hearing the appellant may present witnesses or other evidence opposing the denial, suspension or revocation. The enforcement officer may also present witnesses or other evidence supporting the denial, suspension or revocation. Both parties shall have the right to cross-examine witnesses.

(D) The City Manager ~~mayor~~ shall determine whether the preponderance of the evidence presented at the hearing supported the decision of the enforcement officer to deny, suspend or revoke the license of the appellant.

(E) The City Manager ~~mayor~~ shall issue a written decision setting forth his findings regarding the evidence presented at the hearing, and his or her decision to affirm or overrule the decision of the enforcement officer. The City Manager ~~mayor~~ shall serve a copy of his or her written decision on the appellant and the enforcement officer in writing. The written decision shall be either served on the parties personally on or before five days after the date of the hearing, or by placing it in a sealed envelope, addressed to the respective parties at the address set forth in the application and at the enforcement officer's ordinary business address, and depositing it with the United States Postal Service, proper first class postage prepaid, on or before five days after the hearing. The mayor may, but is not required to, serve the written decision by certified or registered mail, as set forth above.

(F) The written decision of the City Manager ~~mayor~~ shall be considered a final decision.

SECTION 16: Code Amendments – Chapter 151. The current provisions of §151.05 Provisions Changed or Supplemented of CHAPTER 151: ELECTRICAL CODE of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. text), as follows:

CHAPTER 151: ELECTRICAL CODE

Section

151.05 Provisions changed or supplemented

§ 151.05 PROVISIONS CHANGED OR SUPPLEMENTED.

The following sections of Article 80 of the 2008 edition of the NEC® are hereby changed or supplemented by local amendment.

(A) 80.9. Application.

(A) **New Installations.** This Code applies to new installations. Buildings with construction permits dated after the effective date of this Code shall comply with its requirements.

(B) **Existing Installations.** Existing electrical installations that do not comply with the provisions of this Code shall be permitted to continue in use unless the Electrical Inspector determines that the lack of conformity with this Code presents an imminent danger to occupants.

Where changes are required for correction of hazards, a reasonable amount of time shall be given for compliance, depending on the degree of the hazard.

(C) **Additions, Alterations or Repairs.** Additions, alterations or repairs to any building, structure or premises shall conform to that required of a new building without requiring the existing building to comply with all the requirements of this Code. Additions, alterations, installations or repairs shall not cause an existing building to become unsafe or to adversely affect the performance of the building as determined by the Electrical Inspector. Electrical wiring added to any existing service, feeder or branch circuit shall not result in an installation that violates the provisions of the Code in force at the time the additions are made.

(D) **Policy Regarding Existing Installations.** Strict enforcement of updated versions of national codes could make continued use or reuse of existing buildings and structures technically unfeasible or impose disproportionate costs due to characteristics that may not be in compliance with updated versions of the national codes. The various national codes occasionally grant interpretative latitude and administrative discretion to the officials responsible for code enforcement. It is the policy of the City Council to encourage the continued use or reuse of existing buildings and structures throughout the City of Mattoon. The provisions of updated versions of national building, electrical and fire codes relating to the repair, alteration, restoration and change of occupancy shall not be mandatory for existing structures where such structures are judged to not constitute a distinct life safety hazard. Where the building code, electrical code, fire code and other development codes grant discretion and judgment in approving alternative materials, alternative structural or dimensional design features, alternative construction and/or operational features, officials responsible for code enforcement are directed to employ discretion and judgment in the most liberal manner possible provided public safety is not endangered thereby.

(E) **Appeals.** A person, who perceives he has been adversely affected by determinations of the Electrical Inspector regarding imminent dangers, unsafe conditions, electrical system performance or compliance time may appeal to the Electrical Board. The Electrical Board may sustain, modify or reverse determinations of the Electrical Inspector pursuant to the foregoing policy and procedures provided at 80.15 (G) of this Article.

(B) 80.13(13). Whenever any installation subject to inspection prior to use is covered or concealed without having first been inspected, the authority having jurisdiction shall be permitted to require that such work be exposed for inspection. The authority having jurisdiction shall be notified when the installation is ready for inspection and shall conduct the inspection within 2 business days.

(C) 80.15(A). Creation of the Electrical Board. There is hereby created the Electrical Board of the City of Mattoon, hereinafter designated as the Board, consisting of six (6) members, as follows: The Chief Electrical Inspector of the City in an advisory capacity; a registered professional or Electrical engineer; an electrical contractor licensed within the City of Mattoon; Journeyman Wireman or equivalent as recognized by the Dept. Of Labor; current or acting Mattoon Fire Chief; and a representative of an electric supply utility serving the City of Mattoon.

(D) 80.15(C). Terms. Members shall be appointed by the ~~City Manager~~ Mayor, ~~by and with the advice and consent of the Council.~~ Each appointment shall be for a term of 4 years or until a successor is appointed. The Chair of the Board shall be appointed for a term not to exceed 2 years.

(E) 80.15(D). Compensation. Each appointed member of the Board shall serve without compensation. Subject to the prior approval of the ~~City Manager~~ Mayor, a member of the Board

may be reimbursed for direct lodging, travel and meal expenses as covered by policies and procedures established by the City Council.

(F) 80.17(F)(3). When any portion of the electrical installation within the jurisdiction of an Electrical Inspector is to be hidden from view by the permanent placement of parts of the building, the person, firm, or corporation installing the equipment shall notify the Electrical Inspector, and such equipment shall not be concealed until it has been approved by the Electrical Inspector or until 2 business days have elapsed from the time of such notification, provided that on large installations, where the concealment of equipment proceeds continuously, the person, firm, or corporation installing the equipment shall give the Electrical Inspector due notice in advance, and inspections shall be made periodically during the progress of the work.

(G) 80.19(E). Fees. An applicant for an electrical permit shall pay fees before the permit is issued. The schedule of fees shall be found in section § 35.01(E)(2) of the City of Mattoon Code of Ordinances.

(H) 80.21. Plans review. Review of plans and specifications shall conform to 80.21(A) through (C), and (1) through (2).

(1) All “commercial installations” or above as determined by Section 334.10 of this ordinance shall be required to submit comprehensive electrical plans. These plans must include panel schedules and load calculations to determine service sizing.

(2) All “residential installations” as determined by section 334.10 of this ordinance which planned service size exceeds 400 Amperes shall be held to the same standards as (1) above.

(I) 80.23 Penalties. Any person who fails to comply with the provisions of this Code or who fails to carry out an order made pursuant to this Code or violates any condition attached to a permit, approval or certificate shall be subject to penalties established at § [10.99](#) of the City of Mattoon Code of Ordinances.

(J) 80.25(C). Notification. If, within 2 business days, after the Electrical Inspector is notified of the completion of an installation of electric equipment, other than a temporary approval installation, the Electrical Inspector has neither authorized connection nor disapproved the installation, the supplier of electricity is authorized to make connections and supply electricity to such installation.

(K) 80.27 Appointment, qualifications and experience of Electrical Inspector.

(A) **Appointment.** The [Community Development and Planning Director](#) with the advice of the Electrical Board and consent of the City Council shall appoint the Electrical Inspector and an Interim Electrical Inspector, who serves in the absence of the Electrical Inspector. The Public Works Director and the Electrical Board evaluate the performance of the Electrical Inspectors. A person appointed to an Electrical Inspector position shall be nominated solely on the basis of his or her qualifications and experience consistent with a job description adopted by the City Council.

(B) **Experience.** A person appointed to an electrical inspector position must demonstrate the following experience:

(1) Have a demonstrated knowledge of the standard materials and methods used in the installation of electric equipment.

(2) Be well versed in the approved methods of construction for safety to persons and property.

(3) Have a demonstrated knowledge of the statutes of the Illinois relating to electrical work and the National Electrical Code.

(4) Have had at least 3 years' experience as an Electrical Inspector or 5 years in the installation of electrical equipment. In lieu of such experience, the applicant shall be a graduate in electrical engineering or of a similar curriculum of a college or university considered by the Board as having suitable requirements for graduation and shall have had two years' practical electrical experience.

(C) **Certificate.** A nationally recognized inspector certification program accepted by the Board shall certify the Electrical Inspector within 6 months of appointment. The certification program shall specifically qualify the inspector in electrical inspections. No person shall be employed as an Electrical Inspector unless that person is the holder of an Electrical Inspector's certificate of qualification issued by the Board. A person appointed on an interim basis during the absence of the Electrical Inspector or the person serving as the Electrical Inspector on the date this ordinance goes into effect shall be issued a special certificate permitting him or her to continue to serve as the Electrical Inspector in the City of Mattoon.

(D) **Recertification.** Electrical inspectors shall be recertified as established by the provisions of the applicable certification program.

(E) **Revocation and Suspension of Authority.** The Community Development and Planning Director with the consent of the Electrical Board shall have the authority to revoke an inspector's authority to conduct inspections within the City of Mattoon.

(L) 80.29. Liability for damages. Article 80 shall not be construed to affect the responsibility or liability of any party owning, designing, operating, controlling or installing any electric equipment for damages to persons or property caused by a defect therein, nor shall the City of Mattoon or any of its officers or employees be held as assuming any such liability by reason of the inspection, re-inspection or other examination authorized.

(M) 80.35. Effective date. Article 80 shall take effect after 30 days after its passage and publication.

SECTION 17: Code Amendments – Chapter 157. The current provisions of §157.20 City Council, §157.21 City Planning Commission and §157.33 Final Plat Review Phase of CHAPTER 157: SUBDIVISION REGULATIONS of the City Code of the City of Mattoon (the Code of Ordinances for the City of Mattoon), are hereby amended by showing those provisions to be deleted as stricken through (i.e. ~~stricken~~) and by showing those new provisions to be added as text highlighted in red (i.e. text), as follows:

CHAPTER 157: SUBDIVISION REGULATIONS

Administration

157.20 City Council

157.21 City Planning Commission

Procedure

157.33 Final plat review phase

ADMINISTRATION

§ 157.20 CITY COUNCIL.

Sections [157.20](#) through [157.23](#) are concerned with the administration of the regulations contained herein. The [City Manager](#) ~~City Council~~ administers regulations, exercises authority and fulfills responsibilities as required by these regulations. The city shall maintain all necessary records, administer the subdivision regulations, be the final authority in cases of appeal, and review the preliminary and final plat. Specifically, with regard to the recommendations of the Planning Commission regarding subdivision review, the role of the [City Manager, or designee](#), ~~Council~~ shall be to consider the proposal in regard to: the regulations and standards within these regulations; reports of other bodies and agencies as they pertain to design standards and specifications herein contained; all other city regulations and ordinances, state statutes and codes and federal codes and regulations deemed to be applicable minimum requirements in the interests of health, safety and convenience of the public of the city and not in conflict with the intent and purpose of these regulations.

§ 157.21 CITY PLANNING COMMISSION.

The [City](#) Planning Commission shall review and examine the regulations contained in this chapter and recommend to the city such changes as may be necessary. The Commission shall review preliminary and final plat applications and make recommendations to the [City Manager and](#) City Council as applicable and necessary.

§ 157.33 FINAL PLAT REVIEW PHASE.

(A) *Final plat document specifications and support materials.* The developer or his or her representative shall request the [Community Development and Planning Director](#) at least 30 days before a regular or special Commission meeting, to place final plat review of the proposed subdivision on the Planning Commission agenda. Three oversized and 15 11x 17 sized copies of final plat documents shall be provided at application for use at the Commission meeting. The applicant will also submit a \$250 non-refundable filing fee at the time of application. The final plat shall meet the following specifications: the final plat shall be prepared by an Illinois Registered Land Surveyor and drawn in India ink on tracing cloth or reproducible mylar at the same scale as the preliminary plat. When more than one sheet is used for any plat, they shall be numbered consecutively and each sheet shall contain a notation showing the whole number of sheets in the plat and its relation to other sheets.

(B) *Final plat contents.*

- (1) Name of subdivision;
- (2) Date, bar scale, and north arrow;
- (3) Locations by distances and bearings from true north or grid north, as established by the Illinois State Plane Coordinate System, East Zone, and angles with reference to a corner or corners established in the United States Public Land Survey;
- (4) All angular and linear data along the exterior boundary of the tract, which meets the criteria for a “second order” accuracy survey, by Illinois Registered Land Surveyor’s standards;
- (5) The width, course, and extent of all existing and recorded roads, streets, thoroughfares and other rights-of-way intersecting the boundaries of the subdivision with accurate dimensions in feet and decimal parts of feet (or metric equivalents if utilized in the preliminary plat) and accurate angles to streets, thoroughfares, alleys, and property lines;
- (6) The width, course and extent of all proposed roads, streets, thoroughfares and other rights-of-way with accurate dimensions in feet and decimal parts of feet (or metric equivalents if utilized in the preliminary plat) and accurate angles for all curves included in the plat;
- (7) Complete curve notes for all curves included in the plat;

- (8) Location, type and size of all monuments and lot markers;
 - (9) The names of all existing and proposed roads, streets, and other thoroughfares;
 - (10) The location and dimensions for all easements and any limitations thereupon;
 - (11) Accurate location of all existing abutting tracts, parcels, lots, or blocks;
 - (12) All tracts, parcels, lots and blocks contained within the subdivision shall be precisely dimensioned including any property to be dedicated or reserved for public, semipublic, common, or community use;
 - (13) All tracts, parcels, lots and blocks contained within the subdivision shall be consecutively numbered;
 - (14) All setback lines required by these regulations or fixed within approved protective covenants shall be shown and dimensioned upon the plat;
 - (15) The centerlines of streams, rivers, or other similar flows; the normal pool elevation of any lake or impoundment; and, an elevation line indicating the elevation of the 100-year flood, if applicable;
 - (16) The name(s), address(es), and signature(s) of the owner(s) and developer(s) of the subdivision or their duly authorized representatives;
 - (17) The name, address, registration number and seal, and signature of the Illinois Registered Land Surveyor preparing the final plat;
 - (18) Certificates required by these regulations to be included upon the final plat; and
 - (19) A statement of maintenance responsibility for any public improvements.
- (C) *Supplementary information required.*
- (1) Final water and sewage disposal engineering plans;
 - (2) Final drainage and stormwater management engineering plans;
 - (3) Final water course and impoundment engineering plans. Complete plans shall be required for improvements, minimally, where impoundments or water courses affect the subdivision, elevations shall be included for the 100-year flood;
 - (4) Final topographic and profile studies, certified by the engineer and the owner for the entire site, where topographical change is contemplated;
 - (5) Final road and thoroughfare engineering design plans, profiles and cross-sections;
 - (6) Special studies and engineering plans in final form as required in preliminary plat presentation or as required to provide supporting information for final plat approval;
 - (7) Final copies of all covenants, restrictions and home owner's association charters and by-laws as intended to be filed simultaneously with the final plat of subdivision; and
 - (8) Applicable certificates as required by these regulations for final plat approval.
- (D) *Reviewing agencies.* At the time of making final plat application to the Planning Commission, the developer shall forward copies of the final plat to all reviewing agencies receiving copies of the preliminary plat. Within 20 calendar days after receipt, interested review agencies shall prepare written reports which shall be available for use and review by the Planning Commission.
- (E) *Guarantee of performance.* Prior to the final plat being approved by the City Council, a surety bond shall be posted, as follows:
- (1) The improvements shall be completed within two years from approval of the final plat. Developer shall be responsible to maintain all such improvements for one year following acceptance by the City Council. To ensure the satisfactory completion of the required improvements and to ensure the maintenance of such improvements for one year following acceptance by the City Council, the developer shall:

(a) Deposit with the City ~~Manager~~ ~~Administrator~~, cash in an amount equal to 120% of the cost of construction estimate certified by the City Engineer; or

(b) Deposit with the City ~~Manager~~ ~~Administrator~~ a duly executed irrevocable letter of credit in the form as set forth in Appendix C at the end of this chapter, from a financial institution approved by the city and authorized to do business in the State of Illinois. The letter of credit shall name the city as beneficiary, shall be in effect for at least one year from its issuance date, and shall remain in effect thereafter until the city is given 90 days' notice of an expiration date. The amount of the irrevocable letter of credit shall be in an amount equal to 120% of the cost of construction estimate certified by the City Engineer. The letter of credit shall ensure the satisfactory completion of the improvements and their maintenance for one year following acceptance by the city.

(2) During construction of the improvements, the letter of credit or the developer's cash deposit (herein collectively "developer's security") may be periodically reduced upon approval by the City Council. However, in no event, shall be developer's security be less than 120% of the estimated cost of the improvements not yet completed as determined by the City Engineer plus a 10% retainage of the total cost for maintenance of the improvements.

NOTE: For release of surety, see § [157.71](#).

(F) Final plat approval.

(1) Upon a finding by the Commission that the final plat submitted is in accordance with the requirements of this chapter, the Chairman and Secretary shall so certify by placing their signatures upon the plat, and shall recommend it to City Council for review and final approval.

(2) Following final approval by the City Council, the final plat may be legally recorded in compliance with the laws of the State of Illinois. Such final approval shall be null and void if the said plat is not recorded within 90 days after the approval, unless application for an extension of time to so record is made in writing during said 90-day period to the City Council and by it granted.

SECTION 4: Elected Officials. Nothing in this Ordinance shall be deemed to diminish or detract from the statutory powers and authority of the City's elected officials, except as provided by law for the implementation of the statutory manager form of government.

SECTION 5: Severability. The invalidity of any provisions of this Ordinance with respect to the law or any existing Code provisions or City ordinances shall not affect the validity of any other provisions herein or the surviving portions.

SECTION 6: Effective Date. This Ordinance shall become effective upon its passage and approval, as provided by law.

Upon motion by _____, seconded by _____,
adopted this 6th day of May, 2025, by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____

ABSENT (Names): _____

Approved this 6th day of May, 2025.

Rick Hall, Mayor
City of Mattoon, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on 05-06, 2025.

2.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2025-3304

A RESOLUTION APPOINTING KYLE GILL AS CITY MANAGER

WHEREAS, the City Council for the City of Mattoon, Coles County, Illinois, deems that it is in the public interest and the interest of the citizens and taxpayers of the City of Mattoon that a City Manager be employed to manage the business affairs of the City of Mattoon consistent with Illinois statutes and the City of Mattoon Code of Ordinances: and,

WHEREAS, Kyle Gill has served as City Administrator over the past 13 years and has been selected to be in the position of the first City Manager; and

WHEREAS, negotiations have taken place and an agreement has been reached between negotiators on behalf of the City of Mattoon and Kyle Gill, subject to the approval of the City Council for the City of Mattoon.

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

Section 1. That the Council hereby ratifies the Council's appointment of Kyle Gill as City Manager.

Section 2. That the Employment Agreement between the City of Mattoon and Kyle Gill, entered into between the City and Kyle Gill on or about March 25, 2025, and appointing Kyle Gill as the Interim City Manager shall terminate immediately upon the adoption of the Resolution appointing Kyle Gill as City Manager, and any money the City had placed in escrow relating to Kyle Gill's termination as Interim City Manager shall revert back to the City.

Section 3. This resolution shall be effective upon its approval in accordance with law.

Upon motion by _____, seconded by _____,
adopted this ____6th____ day of _____ May _____, 2025 by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____

ABSENT (Names): _____

Approved this ____6th____ day of _____ May _____, 2025.

Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on 05-06-2025.

3.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2025-3305

A RESOLUTION APPOINTING SUSAN J. O'BRIEN TO THE OFFICE OF CITY CLERK AND BETH WRIGHT TO THE OFFICE OF CITY TREASURER

WHEREAS, the status of appointed officers of the municipality are traditionally re-evaluated after the election of new members to the City Council; and

WHEREAS, it is necessary to appoint a municipal clerk and treasurer at the first regular or special meeting of a newly-elected City Council to enable the business of the municipal corporation to continue without interruption.

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

Section 1. The Council hereby ratifies the mayor's appointment of Susan J. O'Brien to the Office of City Clerk.

Section 2. The Council hereby ratifies the mayor's appointment of Beth Wright to the Office of City Treasurer.

Upon motion by _____, seconded by _____,
adopted this 6th day of May, 2025 by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____

ABSENT (Names): _____

Approved this 6th day of May, 2025.

Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on 05-06-2025.

4.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2025-3306

**A RESOLUTION DESIGNATING DEPOSITORIES FOR FUNDS AND MONEYS OF
THE CITY OF MATTOON, ILLINOIS**

WHEREAS, pursuant to the terms of an Act of the General Assembly of the State of Illinois adopted and now in force and effect, it is required that a designation be made of a bank or banks, or other depository in which the funds and monies in the custody of the City Treasurer of the City of Mattoon, Illinois, may be deposited.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Mattoon, Coles County, Illinois, that all banks and financial institutions with facilities within the City limits of Mattoon are hereby designated depositories in which the funds and moneys of the City of Mattoon, Illinois, in the custody of the City Treasurer of the City of Mattoon, Illinois, may be deposited.

BE IT FURTHER RESOLVED that no bank herein designated as a depository shall be qualified to receive such funds or moneys until it has furnished the City of Mattoon with copies of the two last sworn statements of Resources and Liability, which such bank is required to furnish to the Auditor of Public Accounts, or to the Comptroller of Currency.

BE IT FURTHER RESOLVED that each bank designated as depository for such funds or moneys shall furnish the City Council of the City of Mattoon with a copy of all bank statements, which it is required to furnish to the Auditor of Public Accounts, or the Comptroller of Currency, while acting as such depository.

BE IT FURTHER RESOLVED that if such funds or moneys are deposited in a bank herein designated as a depository, the amounts of such deposits shall not exceed 75% of the capital stock and surplus of such banks, and the City Treasurer shall not be discharged from responsibility for any such funds or moneys deposited in any bank in excess of such limitation.

BE IT FURTHER RESOLVED that the depositories mentioned herein have furnished that body with copies of their past two statements as furnished to the Comptroller of Currency, or Auditor of Public Accounts, which statements are approved and accepted.

Upon motion by _____, seconded by _____,
adopted this 6th day of May, 2025 by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____

ABSENT (Names): _____

Approved this 6th day of May, 2025.

Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on 05-06-2025.

5.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2025-3307

**A RESOLUTION AUTHORIZING THE MAYOR, TREASURER AND CITY CLERK
TO SIGN CHECKS BY STAMPED SIGNATURE**

**BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES
COUNTY, ILLINOIS THAT THE MAYOR, CITY TREASURER AND CITY CLERK
ARE HEREBY AUTHORIZED TO SIGN CHECKS ISSUED BY THE CITY OF
MATTOON BY STAMPING THEREON FACISIMILE SIGNATURES, WHICH
FACISIMILE SIGNATURES OF SAID OFFICIALS ARE STAMPED BELOW:**

Mayor

City Treasurer

City Clerk

**BE IT FURTHER RESOLVED THAT AT LEAST ONE SIGNATURE ON EVERY
CHECK ISSUED BY THE CITY OF MATTOON SHALL BEAR AN ORIGINAL
SIGNATURE OF THE CITY TREASURER OR CITY CLERK.**

Upon motion by _____, seconded by _____,
adopted this 6th day of May, 2025 by a roll call vote, as follows:

AYES (Names):

NAYS (Names):

ABSENT (Names):

Approved this 6th day of May, 2025.

Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on 05-06-2025.

6.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2025-1954

**AN ORDINANCE RATIFYING THE EMPLOYMENT AGREEMENTS OF
KYLE GILL, SUSAN O'BRIEN, AND BETH WRIGHT FOR MANAGERIAL
POSITIONS**

BE IT ORDAINED by the City Council of the City of Mattoon as follows:

Section 1. The City Council hereby approves an Employment Agreements with:

Kyle Gill for the position of City Manager, and
Susan O'Brien for the position of City Clerk, and
Beth Wright for the position of Finance Director & City Treasurer,

a copy of which is attached hereto and incorporated herein by reference.

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 6th day of May, 2025 by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____

ABSENT (Names): _____

Approved this 6th day of May, 2025.

Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on 05-06-2025.



April 30, 2025

Kyle M. Gill

RE: Employment Agreement with City of Mattoon

Dear Mr. Gill:

Subject to formal ratification by the City Council during its meeting of **May 6, 2025**, this letter outlines your continued employment with the City of Mattoon, Illinois.

The Manager shall be appointed for an indefinite term, and the conditions of the manager's employment shall be set forth in this agreement.

SALARY AND DUTIES

You will receive a **\$145,000.00** annual salary commencing on **May 1, 2025**. Any increase in the amount of **\$5,000** will be made **after 6 months** and then annually, if at all, solely by the City Council at its discretion with its approval of the annual budget. The City shall not at any time during your term of employment reduce your salary, except in conjunction with an across-the-board reduction for employees of the City.

You will be an "exempt executive employee" as that term is defined by the Fair Labor Standards Act, exempt from set hours of work and overtime compensation standards. It is recognized that you must devote ~~a great deal of~~ time outside the normal office hours to business of the City, and to that end you will be allowed to take compensatory time off as you shall deem appropriate during said normal office hours.

You are required to perform the duties of the City **Manager** as identified in the job description approved by the City Council as well as all other applicable policies, procedures, and ordinance of the City of Mattoon.

The Manager shall be appointed for an indefinite term, and the conditions of the manager's employment may be set forth in this agreement.

~~The City shall provide three (3) month's pay at the end of the contract period as a lump sum into an escrow account only to be released by you if you are not retained by the City as the City Administrator. In the event you are retained by the City, the funds in the account will automatically revert to the City on the effective date of the new contract between you and the City. In the event a new contract is not executed within thirty (30) days following the expiration of this contract, the funds in the account will be paid to you. Such funds will be paid to you on or before June 30, 2025.~~

LEAVE OF ABSENCE

~~The City agrees to grant you a leave of absence from your duties as Community Development Coordinator for the period of May 4, 2021 through the term of this Council. The City agrees not to fill the Community Development Coordinator position with a regular full-time employee but would accept designation of a Building Inspector and Planning/Zoning Official to serve until May 6, 2025 or until you return to the Community Development Coordinator position, whichever is sooner.~~

~~Upon acceptance of resignation from you or the City's termination of you while serving in the position of City Administrator on or before the ending term of this Council, as defined in this contract, you shall return without recourse to your position as Community Development Coordinator at a minimum annual salary of Sixty-Eight Thousand Four Hundred Dollars (\$68,400), provided however that in the event the City terminates your contract as a result of any illegal acts which are directly related to the carrying out of the terms and conditions of this contract the requirements set for in this section providing for your right to return to Community Development Coordinator shall be deemed waived and you shall be terminated from all positions held by the City.~~

TERMINATION

Your employment with the City will be "at will" and may be terminated with or without cause at any time by a majority vote of the City Council at the convenience and discretion of the Council. If the termination is "without cause" and before the expiration of the aforesaid term of employment and during such time that you are willing and able to perform your duties, the Council will provide severance pay equivalent to the value of three months' salary and accrued benefits to which you are entitled. You may resign at any time subject only to a requirement of thirty days' written notice to the Council ~~if you have taken a position as an Administrator/Manager in another community. Otherwise, you shall give the City sixty days' written notice.~~ These termination provisions are contractual and supersede any other rule, regulation, ordinance, or resolution now or hereinafter in effect pertaining to termination of other city employees. ~~The provisions of the City of Mattoon Personnel Code do not apply to the position of City Manager.~~

RETIREMENT

The City will provide a defined retirement benefit for you with the IMRF. You will contribute 4.5% of your salary by payroll deduction to IMRF. The City's contribution to IMRF will vary on an annual basis based upon an independent actuarial evaluation of the pension benefit obligation provided to all employees participating in IMRF.

OTHER BENEFITS

You currently receive five weeks' vacation and will earn future vacation, sick leave, holidays, personal leave benefits and sick and vacation payouts in accordance with the Mattoon Personnel Policy adopted by the City.

You will receive worker compensation, income disability, medical, dental and life insurance benefits equivalent to benefits provided to other city employees. Future payroll deductions for insurance will be equivalent to other city employees who have managerial responsibilities.

VEHICLE AND EQUIPMENT

You will use a personal vehicle for the business of the City if a City vehicle is not available to you during working hours. You will be reimbursed at the rate per mile in accordance with Internal Revenue Service rules governing the reimbursement of such expenses.

The City will reimburse you \$100 per month for cellular phone and associated data services associated with your position as City **Manager**.

PROFESSIONAL DEVELOPMENT

The City will budget and pay for your professional dues and subscriptions in professional organizations necessary and desirable for professional growth and for the good of the City as approved by the City Council.

The City hereby agrees to budget for and pay for your travel and subsistence expenses for a reasonable number of professional and official travel, meetings, and occasions necessary to adequately pursue professional development and official City functions.

The City recognizes that certain job-related expenses are incurred by you and agrees to pay or reimburse such reasonable and necessary expenses as approved by the City Council.

PERFORMANCE EVALUATION

The City Council will conduct an initial work session with you to discuss and clarify initial expectations for your work objectives and strategies. The City Council will conduct a review of

your performance after 6 months then every year, during the budget process to evaluate progress towards goals and objectives, and to update strategies for the next evaluation period.

INDEMNIFICATION

In addition to that required under state and local law, the City shall defend, save harmless and indemnify you against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of your duties as City **Manager**, except that the City shall not be liable to defend, save harmless, and indemnify you against any willful or wanton misconduct. The City may compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon.

AMENDMENTS ~~AND EXTENSIONS~~

This Agreement may be amended ~~and extended~~ by mayor and council members that assume subsequent terms of office.

Your signature below shall be deemed to be your consent and agreement to the provisions of this instrument for the terms and conditions of employment as the City **Manager** for the City of Mattoon, Illinois.

Again, on behalf of the Mayor and the City Council and the entire "City Team" we would like to express how delighted we are to have you on board as the City Manager.

Sincerely,

MATTOON CITY COUNCIL

By: ***Rick Hall***, Mayor

PASSED and APPROVED by the City Council for the City of Mattoon, Illinois at a regular meeting held **May 6, 2025**.

ATTEST:

Susan J. O'Brien

City Clerk

ACCEPTANCE

I, Kyle Gill, have read the above, accept and agree to the conditions of employment as stated herein. By my signature, I hereby waive any rights, which I may now or hereafter have different from the rights contained in this contract and agree not to assert any rights in regard to termination different from those contained in this instrument.

Date

Kyle Gill



April 30, 2025

Mrs. Susan O'Brien

RE: Employment Agreement with City of Mattoon

Dear Mrs. O'Brien:

Subject to formal ratification by the City Council during its meeting of **May 6, 2025**, this letter outlines your continued employment with the City of Mattoon, Illinois.

The City Clerk shall be appointed for an indefinite term, and the conditions of the clerk's employment shall be set forth in this agreement.

SALARY AND DUTIES

You will receive a **\$93,062.17** annual salary. Any increase in this amount will be made annually, if at all, solely by the City Council at its discretion with its approval of the annual budget.

You will be an "exempt executive employee" as that term is defined by the Fair Labor Standards Act, exempt from set hours of work and overtime compensation standards.

You are required to perform the duties of the City Clerk as identified in the job description approved by the City **Manager** and City Council as well as all other applicable policies, procedures, and ordinance of the City of Mattoon.

TERMINATION

You are an "at will" employee of the City of Mattoon. Accordingly, you may be removed or discharged from such position at any time, with or without cause, and without recourse or further entitlement to your rights under this Agreement. If the termination is without cause, the Council will provide severance pay equivalent to the value of three months' salary and deferred

compensation. You may resign at any time subject only to a requirement of thirty days' written notice to the Council.

RETIREMENT

The City will provide a defined retirement benefit for you with the IMRF. You will contribute 4.5% of your salary by payroll deduction to IMRF. The City's contribution to IMRF will vary on an annual basis based upon an independent actuarial evaluation of the pension benefit obligation provided to all employees participating in IMRF.

OTHER BENEFITS

You currently receive five weeks' vacation and will earn future vacation, sick leave, holidays, personal leave benefits and sick and vacation payouts in accordance with the Mattoon Personnel Policy adopted by the City.

You will receive worker compensation, income disability, medical, dental and life insurance benefits equivalent to benefits provided to other city employees. Future payroll deductions for insurance will be equivalent to other city employees who have managerial responsibilities.

VEHICLE AND EQUIPMENT

You will use a personal vehicle for the business of the City. You will be reimbursed at the rate per mile in accordance with Internal Revenue Service rules governing the reimbursement of such expenses.

PROFESSIONAL DEVELOPMENT

The City will budget and pay for your membership dues, registration fees, travel and per diem expenses for a reasonable number of hours per year of continuing professional education so long as that education is directly related to your duties as City Clerk.

PERFORMANCE EVALUATION

The City Manager will conduct a review of your performance every year during the budget process to evaluate progress towards goals and objectives, to update strategies for the next year, and to set your salary with the Council for the next year.

AMENDMENTS AND EXTENSIONS

This Agreement may be amended ~~and extended~~ by mayor and council members that assume subsequent terms of office.

Your signature below shall be deemed to be your consent and agreement to the provisions of this instrument for the terms and conditions of employment as the City Clerk for the City of Mattoon, Illinois.

Again, on behalf of the Mayor and the City Council and the entire "City Team" we would like to express how delighted we are to have you on board as the City Clerk.

Sincerely,

MATTOON CITY COUNCIL

By: ***Rick Hall***, Mayor

PASSED and APPROVED by the City Council for the City of Mattoon, Illinois at a regular meeting held **May 6, 2025**.

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien

City Clerk

Kyle M. Gill

City **Manager**

ACCEPTANCE

I, Susan O'Brien, have read the above, accept and agree to the conditions of employment as stated herein. By my signature, I hereby waive any rights, which I may now or hereafter have different from the rights contained in this contract and agree not to assert any rights in regard to termination different from those contained in this instrument.

Date

Susan O'Brien



April 30, 2025

Beth Wright

RE: Employment Agreement with City of Mattoon

Dear Ms. Wright:

Subject to formal ratification by the City Council during its meeting of **May 6, 2025**, this letter outlines your continued employment with the City of Mattoon, Illinois.

The City Finance Director/Treasurer shall be appointed for an indefinite term, and the conditions of the clerk's employment shall be set forth in this agreement.

SALARY AND DUTIES

You will receive a **\$90,970.50** annual salary. Any increase in this amount will be made annually, if at all, solely by the City Council at its discretion with its approval of the annual budget.

You will be an "exempt executive employee" as that term is defined by the Fair Labor Standards Act, exempt from set hours of work and overtime compensation standards.

You are required to perform the duties of the Finance Director/Treasurer as identified in the job description approved by the **City Manager** and City Council as well as all other applicable policies, procedures, and ordinance of the City of Mattoon.

TERMINATION

You are an "at will" employee of the City of Mattoon. Accordingly, you may be removed or discharged from such position at any time, with or without cause, and without recourse or further entitlement to your rights under this Agreement. If the termination is without cause, the Council will provide severance pay equivalent to the value of three months' salary and deferred

compensation. You may resign at any time subject only to a requirement of thirty days' written notice to the Council.

RETIREMENT

The City will provide a defined retirement benefit for you with the IMRF. You will contribute 4.5% of your salary by payroll deduction to IMRF. The City's contribution to IMRF will vary on an annual basis based upon an independent actuarial evaluation of the pension benefit obligation provided to all employees participating in IMRF.

OTHER BENEFITS

You currently receive three weeks' vacation and will earn future vacation, sick leave, holidays, personal leave benefits and sick and vacation payouts in accordance with the Mattoon Personnel Policy adopted by the City.

You will receive worker compensation, income disability, medical, dental and life insurance benefits equivalent to benefits provided to other city employees. Future payroll deductions for insurance will be equivalent to other city employees who have managerial responsibilities.

VEHICLE AND EQUIPMENT

You will use a personal vehicle for the business of the City. You will be reimbursed at the rate per mile in accordance with Internal Revenue Service rules governing the reimbursement of such expenses.

The City will reimburse you \$100 per month for cellular phone and associated data services associated with your position as Finance Director/Treasurer.

PROFESSIONAL DEVELOPMENT

The City will budget and pay for your membership dues for the American Institute of Certified Public Accountants and the Government Finance Officers Association. In addition, the City will budget and pay for the registration fees and travel expenses for up to forty hours per year of continuing professional education in the field of accounting, so long as that education is directly related to your duties as Finance Director/Treasurer, and for the annual conference of the Illinois Municipal League.

PERFORMANCE EVALUATION

The City Manager will conduct a review of your performance every year during the budget process to evaluate progress towards goals and objectives, to update strategies for the next year, and to set your salary with the Council for the next year.

AMENDMENTS ~~AND EXTENSIONS~~

This Agreement may be amended ~~and extended~~ by mayor and council members that assume subsequent terms of office.

Your signature below shall be deemed to be your consent and agreement to the provisions of this instrument for the terms and conditions of employment as Finance Director/Treasurer for the City of Mattoon, Illinois.

Again, on behalf of the Mayor and the City Council and the entire "City Team" we would like to express how delighted we are to have you on board as the Finance Director/Treasurer.

Sincerely,

MATTOON CITY COUNCIL

By: ***Rick Hall***, Mayor

PASSED and APPROVED by the City Council for the City of Mattoon, Illinois at a regular meeting held **May 6, 2025**.

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien
City Clerk

Kyle M. Gill
City **Manager**

ACCEPTANCE

I, Beth Wright, have read the above, accept and agree to the conditions of employment as stated herein. By my signature, I hereby waive any rights, which I may now or hereafter have different from the rights contained in this contract and agree not to assert any rights in regard to termination different from those contained in this instrument.

Date

Beth Wright

7.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2025-1955

**AN ORDINANCE TO GRANT A SPECIAL USE FOR A TIER II SHORT-TERM
RENTAL AT 808 BROADWAY AVENUE | Pin #: 07-1-03948-000**

WHEREAS, the petitioner Toby Ferris has petitioned the City of Mattoon for a special use for a Short-term Rental; and

WHEREAS, a public hearing was held before the Mattoon Planning and Zoning Commission where no objectors were present; and

WHEREAS, The Planning and Zoning Commission of the City of Mattoon voted unanimously for the approval of said special use; and

WHEREAS, said special use conforms with the quality and character of the community.

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

Section 1. Pursuant to the abilities of City Council enshrined in Section 32.05 of the Mattoon Code of Ordinances, the City of Mattoon hereby grants the Special Use for a Tier II “short-term rental” for the address 808 Broadway Ave.

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 ____6th____ day of _____ May _____, 2025 by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____

ABSENT (Names): _____

Approved this ____6th____ day of _____ May _____, 2025.

Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on _____ 05-06-2025.

PETITION FOR SPECIAL USE

**STATE OF ILLINOIS)
COUNTY OF COLES)
CITY OF MATTOON)**

1. The undersigned Petitioners, being the property owners of the area for which amendment to the Zoning Ordinance is sought, hereby petition for a **Special Use** within the City of Mattoon, Coles County, Illinois, in compliance with Section 5 and Section 18 of said Ordinance No. 96-4835.
2. The undersigned Petitioners respectfully request a Special Use for the property described as: **[ORIGINAL TOWN OF MATTOON BLK 125 LOT 10 SE 1/4 SEC 13 T12N R07E]**. Commonly Known As: **[808 Broadway Ave Mattoon IL, 61938]** and **[07-1-03948-000]**.
3. The requested Special Use is for **[Special Use for a Short Term Rental]**.
4. Granting this Special Use will **[Provide a more private short term housing solution/option for Families and professionals an Tourists]**.
5. Granting this variance will not adversely affect the character of the surrounding area or impair property values.

WHEREFORE, the Petitioners request that this petition be placed on file in the Office of the City Clerk of Mattoon, Coles County, Illinois; that it be set for public hearing in accordance with the city ordinance, and that prescribed notices be given. Upon hearing, Petitioners request the variance be granted as described above.

Dated this 28th day of March 2025


Petitioner(s)

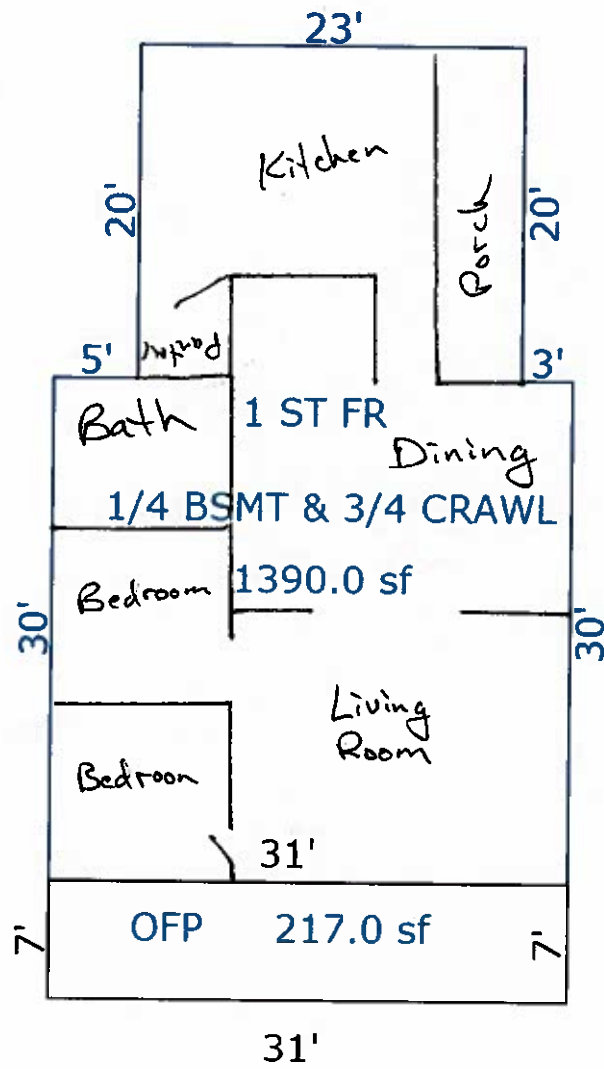
Toby Ferris

Petitioner Email

c21toby@gmail.com

Petitioner Phone

217-246-8257



8.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2025-1956

**AN ORDINANCE TO GRANT A SPECIAL USE ALLOWING FOR A ‘DIGITAL
DISPLAY SIGN’ ON IL-16 | Pin# - TO BE DETERMINED (current is 06-0-00588-000)**

WHEREAS, the petitioner, Dusty’s Outdoor Media, has approached the City of Mattoon regarding the construction of a ‘digital display sign’ as part of their Special Use Application; and

WHEREAS, local businesses may be able to utilize the sign for marketing purposes; and

WHEREAS, sexually oriented businesses and/or politically oriented displays are not permitted by Dusty’s Outdoor Media; and

WHEREAS, the Planning and Zoning Commission of the City of Mattoon voted unanimously to approve their Special Use petition on April 22, 2025.

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

Section 1. Pursuant to the abilities of City Council enshrined in Section 32.05 of the Mattoon Code of Ordinances, the City of Mattoon hereby approves adopts this ordinance as outlined in Exhibit A.

Section 2. Certain conditions are placed upon the issuance of this special use permit, and said special use permit shall be revoked if the following conditions are not adhered to: The operator/owner of the sign must ensure that the ground where the ‘digital display sign’ will be erected shall be located on city-owned property.

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.

Section 5. The City Clerk shall make and file a duly certified copy of this ordinance with the Clerk and Recorder’s Office of Coles County, Illinois.

Upon motion by _____, seconded by _____,
adopted this 6th day of May, 2025 by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____
ABSENT (Names): _____

Approved this 6th day of May, 2025.

Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on 05-06-2025.

PETITION FOR SPECIAL USE

STATE OF ILLINOIS)

COUNTY OF COLES)

CITY OF MATTOON)

1. The undersigned Petitioners, being the property owners of the area for which amendment to the Zoning Ordinance is sought, hereby petition for a **Special Use** within the City of Mattoon, Coles County, Illinois, in compliance with Section 5 and Section 18 of said Ordinance No. 96-4835.
2. The undersigned Petitioners respectfully request a Special Use for the property described as: Coordinates of 39.484826, -88.331063 Commonly Known As: 1121 Broadway Ave E, Mattoon, Illinois and Parcel Number: N/A (City owned property); See Attached Map & Pin Drop.
3. The requested Special Use is for a digital display sign.
4. Granting this Special Use for this digital billboard will serve as a dynamic gateway to the City of Mattoon, warmly welcoming visitors while promoting local businesses and attractions. It will highlight community events, support economic growth, and showcase the Emerald Acres Sports Complex, reinforcing Mattoon as a vibrant destination for residents and visitors alike.
5. Granting this variance will not adversely affect the character of the surrounding area or impair property values.

WHEREFORE, the Petitioners request that this petition be placed on file in the Office of the City Clerk of Mattoon, Coles County, Illinois; that it be set for public hearing in accordance with the city ordinance, and that prescribed notices be given. Upon hearing, Petitioners request the variance be granted as described above.

Dated this 20th day of March, 2025.

Petitioner(s)

Richard Rhodes

Petitioner Email

DRHODES@DUSTYSOUTDOORMEDIA.COM

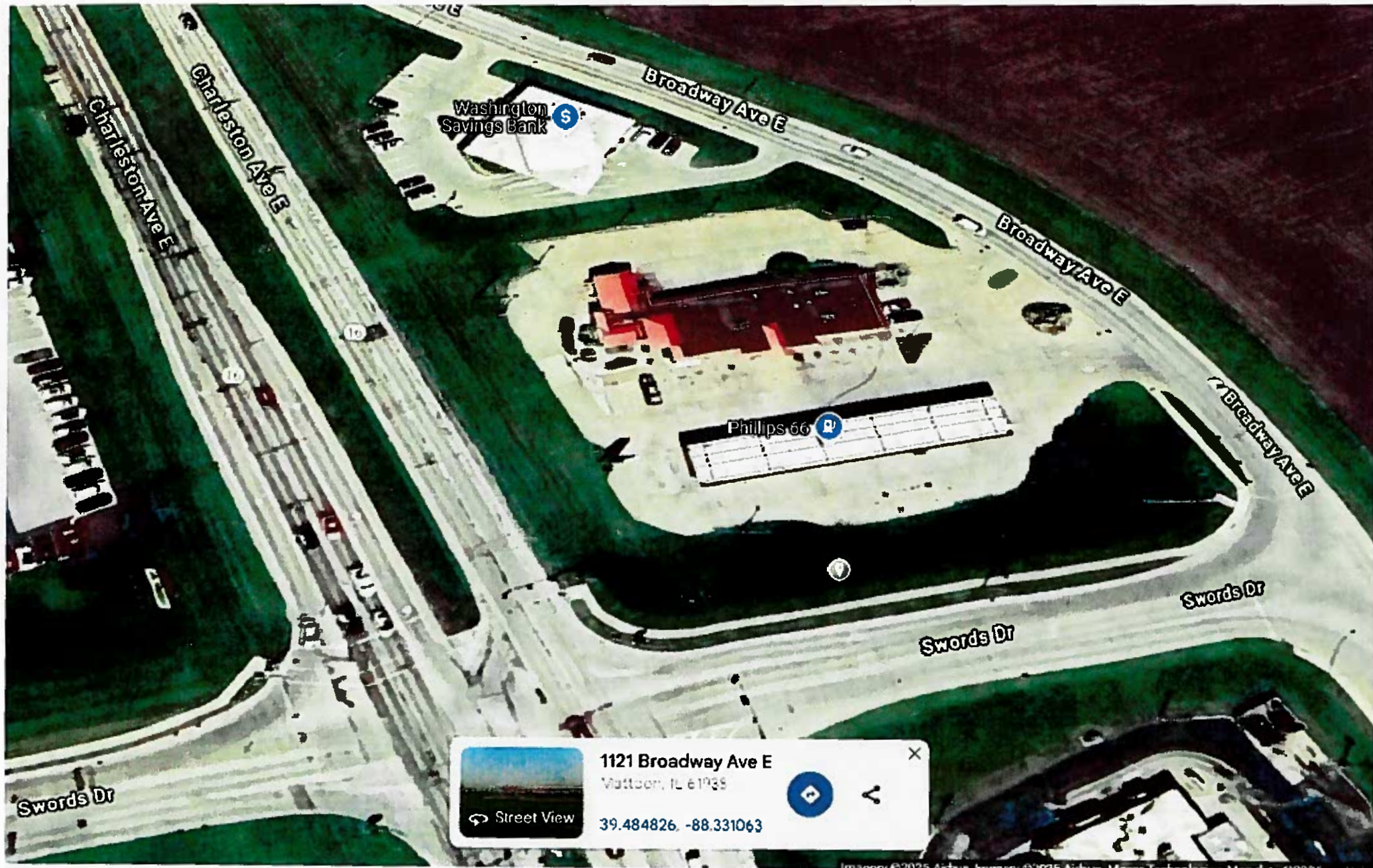
Petitioner Phone


217-259-8715

City of Mattoon Illinois
SIGN PERMIT APPLICATION



Give a brief description of proposed project stating type of project contemplated, any unusual details regarding said project, and the size of sign being erected:

Construct a back-to-back 'V' monument sign to serve as a landmark for the City of Mattoon. This visually striking structure will feature a prominent 'Welcome to the City of Mattoon' message (or an approved equivalent) at its base, reinforcing community identity and civic pride. Each side will include a state-of-the-art 10' x 30' digital display, providing a modern and engaging platform for city announcements, local business promotions, and community events, all subject to city council approval.






Street View



1121 Broadway Ave E
Mattoon, IL 61938
39.484826, -88.331063



9.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2025-1957

AN ORDINANCE TO ISSUE A SPECIAL USE PERMIT FOR A CANNABIS DISPENSARY LOCATED AT 511 LAKE LAND BOULEVARD | PIN #: 07-1-05018-000

WHEREAS, the petitioner T C APPLICCO, LLC has submitted an application for a Special Use for a Cannabis Dispensary; and

WHEREAS, adequate public notice was given related to this Special Use Permit application; and

WHEREAS, said application exceeds all required city ordinance related to distance from schools, preschools, and daycares; and

WHEREAS, said application exceeds all city ordinance related to parking requirements; and

WHEREAS, state law requires that the product sold at this facility will be secured and the city further recognizes a former bank building as being a suitable location for said Cannabis dispensary; and

WHEREAS, the City of Mattoon recognizes the positive impact the tax revenues generated from this business would have on our annual budget; and

WHEREAS, 22 employees consisting of 18 full-time and 4 part-time positions will be created locally to benefit our economy; and

WHEREAS, the Planning and Zoning Commission voted unanimously in favor of this Special Use on April 22, 2025 during a regularly scheduled meeting.

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

Section 1. Pursuant to the abilities of City Council enshrined in Section 32.05 of the Mattoon Code of Ordinances, the City of Mattoon hereby approves adopts this ordinance as outlined in Exhibit A.

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.

Section 4. The City Clerk shall make and file a duly certified copy of this ordinance with the Clerk and Recorder's Office of Coles County, Illinois.

Upon motion by _____, seconded by _____,
adopted this 6th day of May, 2025 by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____

ABSENT (Names): _____

Approved this 6th day of May, 2025.

Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on 05-06-2025.

RECEIVED

STATE OF ILLINOIS)

APR 04 2025

COUNTY OF COLES)

OFFICE OF THE CITY CLERK
MATTOON, ILLINOIS

CITY OF MATTOON)

PETITION

Your Petitioner, T C APPLICCO, LLC, a Delaware Limited liability company,
respectfully represents to the Mattoon Planning and Zoning Commission, as follows:

1. That Petitioner, T C APPLICCO, LLC, whose address is 7011 S. Clyde Chicago, IL 60649 (Ownership details attached per Exhibit A) , is to lease the real estate which is the subject of this Petition, and which is more fully described as follows:

COMMENCING AT THE NORTHEAST CORNER OF LOT ONE (1) OF BLOCK ONE HUNDRED SEVENTY FIVE (175) IN THE ORIGINAL TOWN, NOW CITY OF MATTOON; THENCE AZIMUTH 179 DEGREES 56 MINUTES 54 SECONDS (AZIMUTH BASED ON PLAT OF SURVEY BY I.P.L.S. #2259 DATED NOVEMBER 30, 1987) ALONG THE WEST RIGHT OF WAY LINE OF LAKE LAND BOULEVARD A DISTANCE OF 453.66 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE AZIMUTH 179 DEGREES 56 MINUTES 54 SECONDS ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 200.00 FEET; THENCE AZIMUTH 224 DEGREES 56 MINUTES 54 SECONDS A DISTANCE OF 35.36 FEET; THENCE AZIMUTH 270 DEGREES 00 MINUTES 00 SECONDS ALONG THE NORTH RIGHT OF WAY LINE OF MARSHALL AVENUE A DISTANCE OF 225.00 FEET; THENCE AZIMUTH 359 DEGREES 59 MINUTES 48 SECONDS A DISTANCE OF 42.10 FEET; THENCE AZIMUTH 315 DEGREES 27 MINUTES 29 SECONDS A DISTANCE OF 71.27 FEET; THENCE AZIMUTH 359 DEGREES 57 MINUTES 18 SECONDS A DISTANCE OF 132.13 FEET; THENCE AZIMUTH 90 DEGREES 00 MINUTES 00 SECONDS A DISTANCE OF 299.90 FEET TO THE POINT OF BEGINNING, ALL SITUATED IN THE ORIGINAL TOWN, NOW CITY OF MATTOON, COLES COUNTY, ILLINOIS.

Pin: 07-1-05018-000

Commonly known as: 511 Lakeland Blvd. Mattoon, Illinois

2. That the property which is the subject of this Petition consists of 63,929 square feet is located at 511 Lakeland Blvd., Mattoon, Illinois, in and is currently improved within the existing building of approximately 6,048 sq. ft. The 6,000 sq. ft. building will be subdivided into two 3,000 sq. ft. spaces, with TC APPLICCO, LLC. operating within one of the 3,000 sq. ft. spaces and subletting the remaining 3,000 sq. ft. space to another commercial tenant to be determined.

3. That the subject property is presently classified as "C-3" Business District, and other than the requested Special Use, no change in zoning is contemplated. All surrounding and adjoining properties are zoned C-3 . The abutting uses are as follows: North- C-3, East- C-3, South- C-3, West- C-3.

4. That your Petitioner requests a Special Use pursuant to Sections 120.03 and 159.45 of the City of Mattoon Zoning Ordinance on the Subject Property to allow for operation of a Cannabis Dispensary.

5. That the above-described premises meets all distance requirements for the operation of a Cannabis Dispensary (*See attached narrative for additional details.*)

6. That the Proposed Special Use request will not be detrimental to the general public interest, nor to the premises involved, but that the proposed special use will be beneficial to the community.

7. That the requested special use is in keeping with the zoning of the immediate area of the Premises and otherwise allowable in the area surrounding the Premises.

WHEREFORE, your Petitioner requests this petition be placed on file in the Office of the City Clerk of Mattoon, Coles County, Illinois; that it be set for public hearing in accordance with the ordinance of said City and that prescribed notices be given and the necessary requirements of the zoning ordinance be complied with, and that upon hearing this Petition be granted a special use and the premises described herein above be granted a special use for the operation of a Cannabis Dispensary.

T C APPLICO, LLC,
A Delaware Limited Liability Company

By: _____
Craig Moore, its Manager

I, Craig Moore, duly sworn on oath, hereby verify and attest to the truth and correctness of all facts, statements and information presented herein.

By: _____
Craig Moore

Prepared By:
Craig S. Krandel
Zukowski Rogers Flood & McArdle
50 N. Virginia St.
Crystal Lake, IL 60014
(815)-482-0208
ckrandel@zrfmlaw.com

4. That your Petitioner requests a Special Use pursuant to Sections 120.03 and 159.45 of the City of Mattoon Zoning Ordinance on the Subject Property to allow for operation of a Cannabis Dispensary.

5. That the above-described premises meets all distance requirements for the operation of a Cannabis Dispensary (*See attached narrative for additional details.*)

6. That the Proposed Special Use request will not be detrimental to the general public interest, nor to the premises involved, but that the proposed special use will be beneficial to the community.

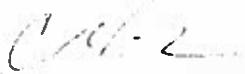
7. That the requested special use is in keeping with the zoning of the immediate area of the Premises and otherwise allowable in the area surrounding the Premises.

WHEREFORE, your Petitioner requests this petition be placed on file in the Office of the City Clerk of Mattoon, Coles County, Illinois; that it be set for public hearing in accordance with the ordinance of said City and that prescribed notices be given and the necessary requirements of the zoning ordinance be complied with, and that upon hearing this Petition be granted a special use and the premises described herein above be granted a special use for the operation of a Cannabis Dispensary.

T C APPLICO, LLC,
A Delaware Limited Liability Company

By: 
Craig Moore, its Manager

I, Craig Moore, duly sworn on oath, hereby verify and attest to the truth and correctness of all facts, statements and information presented herein.

By: 
Craig Moore

Prepared By:
Craig S. Krandel
Zukowski Rogers Flood & McArdle
50 N. Virginia St.
Crystal Lake, IL 60014
(815)-482-0208
ckrandel@zrfmaw.com

EXHIBIT A

Ownership details, TC Applico, LLC Members:

Craig Moore
(312) 719-5550
7011 S. Clyde
Chicago, IL 60649

Bob Kanovitz
(502)-456-2826
2327 Brookside Drive
Louisville Ky 40205

Andy Thayer
(773)-209-1187
4835 N Kenmore Ave Apt 2
Chicago, IL 60640

Albert Foreman
Marc Riiska
Mark Zittman
(917)-460-7522
655 THIRD AVENUE
NEW YORK, NY 10017

Contact person for Justice Cannabis, BLOC Dispensaries:

Ed Warpinski
Construction Manager
(630) 605-2526
edwarpinski@justicecannabisco.com

10.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2025-1958

**AN ORDINANCE APPROVING A GRANT AGREEMENT BY AND BETWEEN THE
CITY OF MATTOON, ILLINOIS AND FIRST NEIGHBOR BANK FOR 808
BROADWAY AVE EAST (06-0-00554-006) IN CONNECTION WITH THE MATTOON
BROADWAY AVENUE EAST TIF DISTRICT**

WHEREAS, FIRST NEIGHBOR BANK (the “**Grantee**”), has submitted a proposal to the City of Mattoon, Illinois (the “**Municipality**”) for redevelopment of a part of the Municipality’s Mattoon Broadway Avenue East Redevelopment Project Area (the “**Redevelopment Project Area**”); and, thereafter, the Municipality and the Grantee have engaged in negotiations related to a Grant Agreement (including all exhibits and attachments in connection therewith, referred to as the “**Grant Agreement**”) concerning redevelopment incentives and assistance related to the preservation, development and redevelopment of a part of the Redevelopment Project Area.

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

Section 1. The Grant Agreement, in substantially the form thereof presented before the meeting of the City Council at which this ordinance is adopted, shall be and is hereby ratified, confirmed and approved, and the Mayor and City Clerk are authorized to execute and deliver the Grant Agreement for and on behalf of the Municipality; and upon the execution thereof by the Municipality and the Grantee, the appropriate officers, agents, attorneys and employees of the Municipality are authorized to take all supplemental actions, including the execution and delivery of related supplemental opinions, certificates, agreements and instruments not inconsistent with the Grant Agreement, desirable or necessary to implement and otherwise give full effect to the Grant Agreement. Upon full execution thereof, the Grant Agreement shall be attached to this ordinance as EXHIBIT “A”.

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 6th day of May, 2025 by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____

ABSENT (Names): _____

Approved this 6th day of May, 2025.

Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on 05-06-2025.

Attachment (1) - EXHIBIT "A"

EXHIBIT “A”

GRANT AGREEMENT

This Grant Agreement is made this _____ day of _____, 2024, by and between the CITY OF MATTOON, Coles County, Illinois, a municipal corporation (hereinafter the “Grantor”), and FIRST NEIGHBOR BANK owner of a building located at 808 BROADWAY AVE EAST, Mattoon, Coles County, Illinois, (hereinafter together referred to as the “Grantee”), as follows:

1. Grantor does grant unto Grantee up to the sum of \$108,892.50 to be disbursed as hereinafter described, subject to the following terms and conditions:

A. It is agreed and understood that the grant shall be for the sole purpose of ENGINEERING COSTS AND PAVEMENT REMOVAL, EARTHWORK SITE UTILITIES, AND SEEDING to the building located at 808 BROADWAY AVE EAST, Mattoon, Coles County, Illinois. Said restorations shall be pursuant to a design which first must be acceptable to the City of Mattoon. The authorized agent acting on behalf of the City is the City Administrator or such other official the City Council may designate. Said restorations must include, but is not necessarily limited to a list of specifications such as material type, colors, and construction methods. Since this is a restoration project, the City of Mattoon reserves the right to demand a high level of detail concerning design, materials, colors and other construction aspects, and, further, demands strict adherence to said restoration. This grant is specifically contingent upon the undersigned first receiving initial design approval from the City. The undersigned acknowledges that the primary consideration for the grant herein from the City of Mattoon unto the undersigned is to achieve a restoration program for the City, and, as such, the undersigned acknowledges this consideration and agrees to abide by the rules and regulations and oversight of the City of Mattoon for implementation and/or construction of said restorations including, but not necessarily limited to: ENGINEERING COSTS AND PAVEMENT REMOVAL, EARTHWORK SITE UTILITIES, AND SEEDING; prior consent from the City of Mattoon before any alterations or changes to the design; oversight authority on the part of the City of Mattoon during the construction of said renovations if reasonably necessary to ensure said design and specifications are being complied with. Further, as additional consideration herein, the undersigned covenants that once completed, said City-approved restoration work shall remain the same and not be substantially changed without prior written consent of the City within 15 years of completion of the same, which covenant shall survive the payment of the grant and remain obligatory unto the parties herein whether

or not they retain control of the property or transfer the same to a third party within said 15 years. Should the undersigned sell or convey all or a part of said property, it guarantees and promises unto the City of Mattoon that it shall include in the deed of conveyance a restriction on changing said repairs/alteration work for said 15-year period. Said prohibition upon a substantial alteration does not prohibit the undersigned from periodic and regular maintenance of the same, which maintenance shall include, but not necessarily be limited to, cleaning, painting and material replacement if warranted. The undersigned agrees to commence the restoration within 60 days of initial design approval from the City, and to proceed diligently to the completion of the same, but in no event to be completed in not less than 12 months from the date hereof. During said construction, the City, at any time, can issue a written notice to the undersigned that it is in violation of the agreed upon design and specifications heretofore approved by the City. The undersigned will have thirty (30) days from receipt of written notice of noncompliance with design to correct the same to the City's satisfaction or otherwise reach a mutually agreeable resolution of the same. If correction or a mutual resolution is not completed within said thirty (30) day response time, then in that event, the City may consider this grant to be in default, to cease all future payments due hereunder, and shall rescind the grant. Though the City of Mattoon retains approval authority and oversight responsibility for the design and restoration program discussed herein, it is not responsible for the construction of the same nor for the payment of the same. Accordingly, the undersigned hereby agrees to assume all responsibility for any damages or claims for damages as a result of any injuries or claims from injuries for said roof replacement and/or repair, and, further, agrees to indemnify and hold the City of Mattoon free and harmless in association with any damages or claims for damages by the undersigned, or other third parties.

B. It is agreed and understood that the grant shall be for the purpose of ENGINEERING COSTS AND PAVEMENT REMOVAL, EARTHWORK SITE UTILITIES, AND SEEDING, to the building located at 808 BROADWAY AVE EAST, Mattoon, Coles County, Illinois.

C. It is agreed and understood that there is dollar limit flexibility between the elements of construction cost as more fully set forth hereinabove. Said grant proceeds shall be based upon the actual construction cost of work, but not to exceed \$108,892.50 as determined by the City's authorized agent.

D. Said grant is to be used solely for the following described real estate, commonly known as 808 BROADWAY AVE EAST, Mattoon, Illinois, but more specifically described as:

PIN#: 06-0-00554-006

LEGAL DESCRIPTION: 13.58A TRACT IN W1/2 NW1/4 FIRST NEIGHBOR BANK

E. Grantee shall secure the necessary building permits from Grantor, and shall indemnify and hold the Grantor harmless from any and all claims, damages, and injuries associated with or resulting from the rehabilitation and improvement of said real estate.

F. It is agreed and understood that improvement of said real estate shall also include ENGINEERING COSTS AND PAVEMENT REMOVAL, EARTHWORK SITE UTILITIES, AND SEEDING, to the building located at 808 BROADWAY AVE EAST. Grantee warrant that the total value of the improvements at 808 BROADWAY AVE EAST shall not be less than \$2,100,000, including the grant authorized by this agreement.

G. Any and all work performed under this grant shall be at the prevailing wage in Coles County and as adopted by the City of Mattoon from time to time. Grantee hereby agrees to abide by all the Illinois Prevailing Wage Act, 820 ILCS 130 et.seq.

2. Grantor shall disburse the grant funds to Grantee in Three (3) annual payment. These payments shall begin on September 30, in the year following the completion of all the restoration/renovation work. The amount of these payments shall be no more than Thirty-Six Thousand Two Hundred Ninety-Seven Dollars and 50/100 (\$36,297.50) or one third of the construction cost and architectural fees for the work authorized within the scope of this grant, whichever is less, as certified by the City's authorized agent. The payments shall only be made if this grant is valid and in full force at the time the payments are to be made

3. This Grant is expressly contingent upon the execution of this grant agreement by Grantee and Grantor and upon presentation to Grantor of vouchers or other sufficient proof of work authorized and approved and within the scope of this grant in amounts which exceed the grant money provided herein.

4. Grantee do hereby guarantee and covenant that it will apply the grant money only for the uses intended as set forth herein pursuant to the terms and conditions set forth herein.

5. Grantor's grant as made herein is made contingent upon Grantee performing all of the covenants and conditions by it to be performed.

6. This is an outright grant and is not repayable to Grantor unless Grantee fail to perform one or more of the covenants and conditions herein by it to be performed, and in that event, Grantor shall send written notice of said breach to Grantee and afford it an opportunity to correct the same within 30 days. Should Grantee fail to correct the breach within 30 days of said written notice, then in that event, Grantor shall rescind the grant, and shall be entitled to recover from Grantee any and all grant moneys heretofore delivered to Grantee, which grant money Grantee agrees to repay unto Grantor.

7. This grant made herein is duly adopted by the City Council of the City of Mattoon meeting in regular session on May 6, 2025.

8. Grantee covenant unto Grantor that he intends to retain ownership of the buildings for the operation of an office/general business use, and that it is not his intention to use the grant money herein to remodel the building and then resell the same to a third party. To secure this covenant, Grantor and Grantee agree that if the building is sold to a third party, then there shall be a rebate of the grant based upon the following schedule: if sold within one year of the date of the grant, there shall be a 75% rebate of the funds already paid; if sold after one year from the date of this grant but within two years of the date of this grant, then there shall be a 50% rebate of the funds already paid; and if sold after two years from the date of this grant but within three years of the date of this grant, then there shall be a 25% rebate of the funds already paid. Further, Grantor and Grantee agree that if the business operation ceases for a period in excess of thirty days, and within five years from the date of this grant, then Grantor's obligation to make continuing payments from the grant shall cease immediately and this agreement shall be null and void and of no further force and effect, and there shall be a rebate of the grant money heretofore paid based upon the timeline and percent established herein for the sale of the business, being 75% within one year of the date of this grant, 50% after one year but within two years from the date of this grant, and 25% after two years but within three years of the date of this grant.

9. Grantee shall provide (or cause to be provided) written notice to the City prior to taking any action contesting the assessed value of any or all the property located at 808 BROADWAY AVE EAST.

10. This grant is subject to the availability of Broadway East TIF District Funds.
11. Grantor reserves to itself the right to seek reimbursement for the amount expended under this grant from revenues of the Mattoon Broadway East Tax Increment Financing District.

Executed at Mattoon, Illinois, on the day and year first above written.

GRANTOR

Rick Hall, Mayor

Susan J. O'Brien, City Clerk

GRANTEE

FIRST NEIGHBOR BANK

11.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2025-1959

**AN ORDINANCE TO ISSUE A VARIANCE TO THE YARD SETBACK
REQUIREMENTS FOR THE FIRE STATION #3 BUILDING ADDITION**

WHEREAS, the City of Mattoon desires to amend the zoning ordinance of the City of Mattoon to allow for a Variance to the yard setback requirements for the planned Fire Station #3 addition located at 2700 Marshall Ave | Pin Number 07-2-11799-000; and

WHEREAS, said Variance would enable the expansion of fire protection and EMS services; and

WHEREAS, the Planning and Zoning Commission of the City of Mattoon unanimously approved the request for Variance on April 22, 2025 at a regularly scheduled meeting.

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

Section 1. Pursuant to the abilities of City Council enshrined in Section 32.05 of the Mattoon Code of Ordinances, the City of Mattoon hereby approves adopts this ordinance as outlined in Exhibit A.

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.

Section 4. The City Clerk shall make and file a duly certified copy of this ordinance with the Clerk and Recorder's Office of Coles County, Illinois.

Upon motion by _____, seconded by _____,
adopted this 6th day of May, 2025 by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____

ABSENT (Names): _____

Approved this 6th day of May, 2025.

Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

Susan J. O'Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on _____ 05-06-2025.

FLOOR PLAN

Mattoon Fire Department
Station #3 Addition Study

Marshall Avenue
Mattoon, Coles County, Illinois

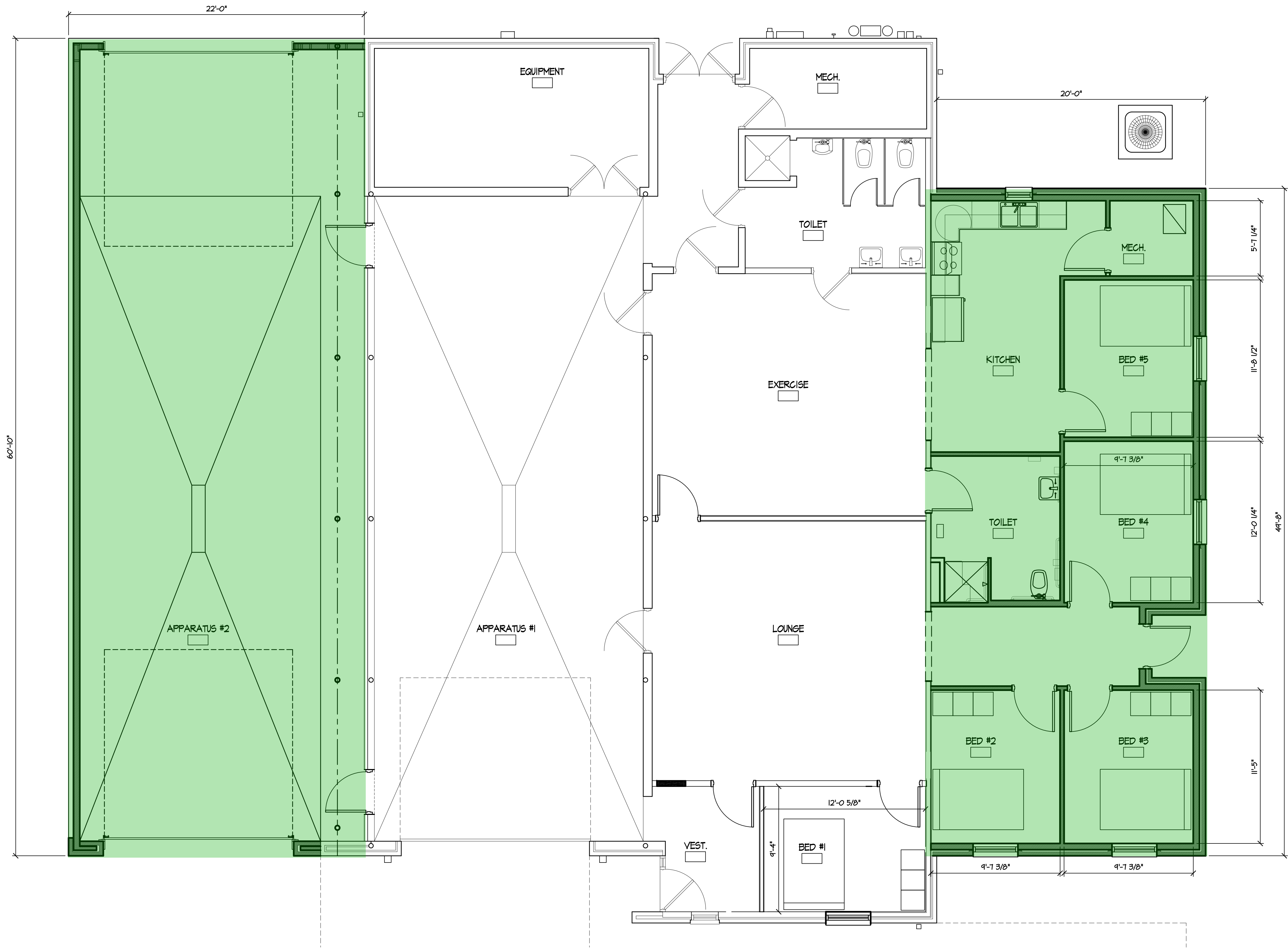
Drawn: S. Ewing
Date: Feb 2, 2024

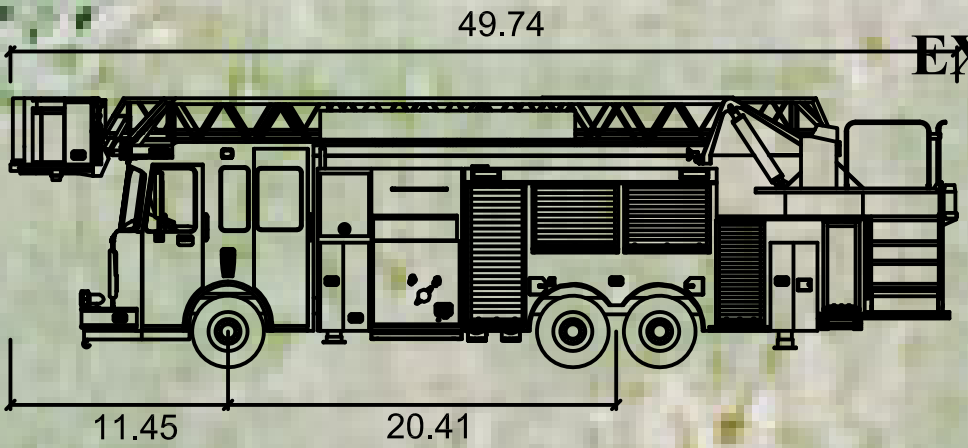
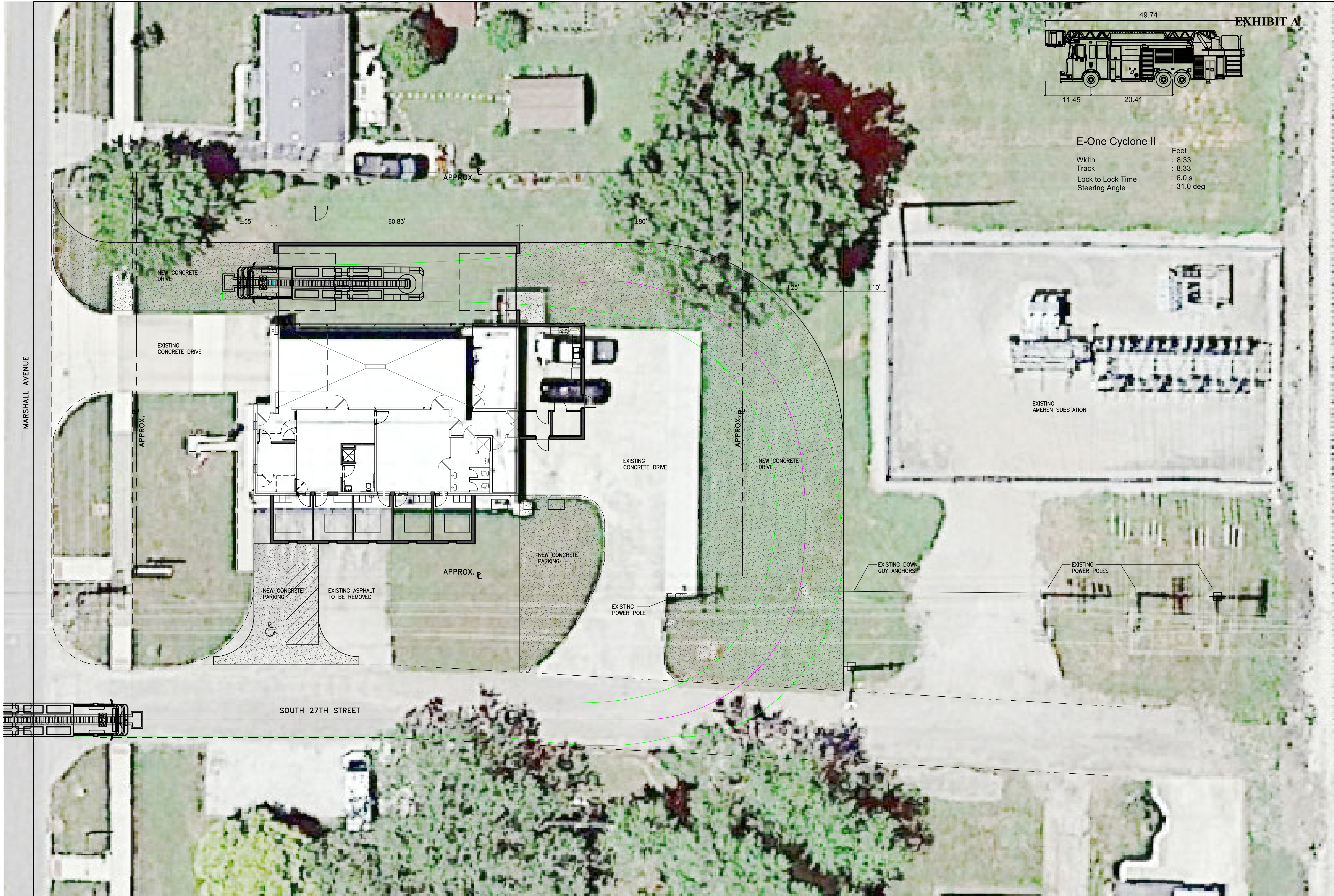
Project No.
2123082



sheet no.

A1.01





E-One Cyclone II

Width	: 8.33
Track	: 8.33
Lock to Lock Time	: 6.0 s
Steering Angle	: 31.0 deg

The Upchurch Group

architects
engineers
surveyors

123 North 15th Street
Mattoon, IL 61938
Phone: 217-253-3177
upchurchgroup@upchurchgroup.com

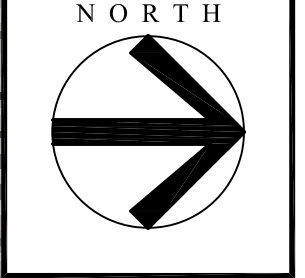
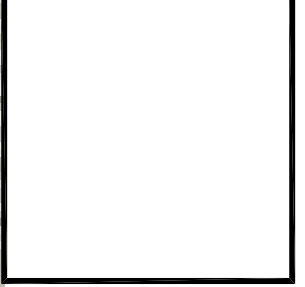
Professional Design
Firm Corporation
License No. 184-003401

SITE PLAN

Mattoon Fire Department
Station #3 Addition Study

Marshall Avenue
Mattoon, Coles County, Illinois

Drawn: S. Ewing
Date: Feb 2, 2024
Project No.: 2123082



sheet no.

C1.01

A SITE PLAN
0101 SCALE: 1" = 10'-0"

0 5 10 20

The Contractor shall obtain and verify all dimensions and conditions at job site and be fully responsible for same.

PETITION FOR VARIANCE

**STATE OF ILLINOIS)
COUNTY OF COLES)
CITY OF MATTOON)**

1. The undersigned Petitioners, being the property owners of the area for which amendment to the Zoning Ordinance is sought, hereby petition for a **Variance** to the Zoning Ordinance of the City of Mattoon, Coles County, Illinois, in compliance with Section 5 and Section 18 of said Ordinance No. 96-4835.
2. The undersigned Petitioners respectfully request a variance for the property described as: **NOYES ADDITION BLK 161, E2/3 OF LOT 4 SW 1/4 SEC 14 T12N R07E FIRE STATION 3.**
Commonly Known As: **2700 Marshall Ave Mattoon, IL 61938 and 07-2-11799-000**
3. The requested variance is to alter the yard and setback requirements typically associated with C3 zoning to accommodate a new addition to Fire Station #3.
4. The property is uniquely affected by the need for increased public safety services and spatial and financial constraints, which justify this variance without harming the public interest.
5. Granting this variance will not adversely affect the character of the surrounding area or impair property values.

WHEREFORE, the Petitioners request that this petition be placed on file in the Office of the City Clerk of Mattoon, Coles County, Illinois; that it be set for public hearing in accordance with the city ordinance, and that prescribed notices be given. Upon hearing, Petitioners request the variance be granted as described above.

Dated this 2nd day of **April, 2025**.

Petitioner(s)

City of Mattoon | Alexander Benishek

Petitioner Email

benisheka@mattoonillinois.org

Petitioner Phone

217-235-0031

CITY OF MATTOON, ILLINOIS

ORDINANCE NO. 2025-5493

**AN ORDINANCE TO INCREASE THE EFFECTIVENESS OF THE CORRIDOR
DEVELOPMENT DISTRICT**

WHEREAS, the City of Mattoon and City of Charleston have a collaborative and shared zoning district; and

WHEREAS, the City of Mattoon and City of Charleston have jointly agreed to streamline procedures to facilitate development opportunities in said shared zoning district; and

WHEREAS, the City of Mattoon desires to make housing development opportunities readily available for developers; and

WHEREAS, the Planning and Zoning Commission of the City of Mattoon unanimously approved these changes at their April 22, 2025 meeting.

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

Section 1. Pursuant to the abilities of City Council enshrined in Section 32.05 of the Mattoon Code of Ordinances, the City of Mattoon hereby approves the repeal of Sections 159.56, 159.57, 159.58, 159.59, 159.60 and 159.61 and replace as outlined as follows:

C/D CORRIDOR DEVELOPMENT DISTRICT

159.56 Purpose

159.57 District boundaries

159.58 Use controls

159.59 Lot controls

159.60 General requirements and restrictions

159.61 Approval process

C/D CORRIDOR DEVELOPMENT 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.

§ 159.57 DISTRICT BOUNDARIES.

The C/D District extends along Route 16 and encompasses that area shown in "Appendix A", 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.

§ 159.58 USE CONTROLS.

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

(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.

(11) Planned Unit Development (PUD). See Planned Unit Development Code Ordinance Number 88-4851 and 2024 update.

(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.

§ 159.59 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).

(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).

(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.

(C) 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.

(D) 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.

(E) 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(s).

(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.

(F) 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).

(G) 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%.

§ 159.60 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.

(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 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) 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/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/egress onto Route 16 shall be permitted only if it:

- (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 in cases where an applicant meets the requirements of

§ 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, which shall ensure adequate design, construction and maintenance of the road. The terms of the letter of credit, as to period and amount, shall be established 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. The City Clerk 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 shall not exceed the lesser of the following:

- 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;

(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/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/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 weather, date and 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 anyone 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
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
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 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 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. 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 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;

(g) Elevations of all fences proposed for location on the site; and

(h) Elevations, cross-sections and other details as determined necessary by the City Clerk.

(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 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.

(3) 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. 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.

(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/retention basins and ponds shall be landscaped. 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, 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.

(j) Earthen berms and existing topographic features should be, whenever determined practical by the City Clerk, 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.

§ 159.61 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.

(1) 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: 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.

(C) Procedures. Prior to issuance of a building permit, all development within the C/D District ~~that does not conform to the requirements of this section, 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 in a preapplication meeting to discuss the development proposal. No formal submission will be required at this time.~~

(1) Applicant will complete an application for zoning compliance in the C/D District on forms provided by the city.

(2) 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).

(3) 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.

(4) 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.

(5) 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).

(6) 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.

(7) Upon application for building permit, the City Clerk shall compare the building permit application to the filed concept plan. The building permit application must substantially conform to the concept plan and fully comply with the requirements of this section.

(8) Requests for departures from approved plans will be required to follow the same procedure as outlined in this chapter.

(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;
- (k) Scale and north arrow; and
- (l) Location and direction of surface and subsurface drainage and retention.

(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.

(3) 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: Land use criteria:

(a) Avoid incompatibilities with larger existing users in corridor (i.e., 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.
- (4) Design criteria:
- (a) Avoid overburdening of soil, air, water or infrastructure in the Route 16 corridor;
 - (b) Protect and enhance open/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.

ADMINISTRATION AND ENFORCEMENT

§ 159.65 PLANNING COMMISSION.

(A) Creation and membership.

(1) The Planning Commission is hereby established. The word "Commission" when used in this section shall be construed to mean the Planning Commission. The Commission shall consist of nine members who shall be freeholders appointed by the Mayor upon approval by the City Council. The terms of office of the members of the Commission shall be for five years, excepting that the nine members first appointed shall serve respectively for terms of one for one year, two for two years, three for three years, two for four years and one for five years.

(2) 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 Planning Commission for cause and after notice and public hearing. The Planning Commission shall elect its own Chairperson and Vice President each of whom shall serve for one year. The Planning Commission 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 Planning Commission shall be held at the call of the Chairperson and at such other times as the Commission may determine.

(2) All meetings of the Commission shall be open to the public. The Commission 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.

(3) Every rule, regulation, every amendment or repeal thereof, and every order, requirement, decision or determination of the Commission shall immediately be filed in the office of the City Clerk and shall be a public record. The Commission shall adopt its own rules of procedure not in conflict with the statute in such cases made and provided.

(C) Appeal and review.

(1) An appeal shall be taken within such time as shall be prescribed by the Planning Commission by general rule, by filing with the Building Inspector and with the Commission, a notice of appeal, specifying the grounds thereof. The Building Inspector shall forthwith transmit to the Commission 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 Commission 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 Commission or by a court of record on application, on notice to the Building Inspector and on due cause shown.

(3) The Commission 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 Planning Commission 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 Commission 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 Planning Commission shall hear and decide appeals for 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 five members of the Commission 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 Planning Commission 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 Planning Commission 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.

§ 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.

§ 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 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.

§ 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.

§ 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 Planning Commission.

(B) Any application for re-zoning inside the corporate limits will be considered by the 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 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 no more than 30 days nor less than 15 days in advance thereof in at least one newspaper of general circulation in the city. After such public hearing, the Commission shall submit a copy of the decision together with the pertinent considerations in the proposed amendment to the City Council for its decision.

(E) The Commission 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.

(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.

§ 159.70 VIOLATIONS.

(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. The Zoning

Official is hereby designated and authorized to enforce 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.

§ 159.99 PENALTY.

Whoever violates any provision of this chapter shall be subject to a fine according to the general penalty of § 10.99 upon conviction. Each day that a violation is permitted to exist shall constitute a separate offense.

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.

Section 4. The City Clerk shall make and file a duly certified copy of this ordinance with the Clerk and Recorder’s Office of Coles County, Illinois.

Upon motion by _____, seconded by _____,
adopted this 6th day of May, 2025, by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____
ABSENT (Names): _____

Approved this 6th day of May, 2025.

Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM

Susan J. O’Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality’s Records on 05-06, 2025.

13.

**City of Mattoon
Council Decision Request**

MEETING DATE: 04/30/2025 CDR NO: 2025-2597

SUBJECT: Change order for Sports Complex Roadway Project

SUBMITTAL DATE: 04/30/2025

SUBMITTED BY: Dave Clark, Public Works Director

APPROVED FOR	Kyle Gill,	<u>05/01/2025</u>
COUNCIL AGENDA:	Interim City Manager	Date

EXHIBITS (If applicable): Sports Complex Roadway Change Order #5

EXPENDITURE	AMOUNT	CONTINGENCY FUNDING
ESTIMATE: \$313,989.65	BUDGETED: \$0.00	REQUIRED: \$0.00

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 change order for the extension of Wooddell Way west of Dettro Drive as shown in the Request for Change in Plans and give the Public Works Director the authority to sign the change order.”

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

In order to take advantage of the entire \$2,000,000 in Economic Development Program (EDP) funds received from the Illinois Department of Transportation (IDOT) to construction roadways for the Emerald Acres Sports Complex, IDOT has approved the addition of a short portion of Wooddell Way to the west of Dettro. In doing this it will allow us to take full advantage of the EDP grant funds we received for the project. At the same time, it will give us a start for making the connection with a proposed Rt In / Rt Out roadway west of Walmart which will then connect to this Wooddell Way Extension. Once the work is completed, we will request reimbursement from IDOT for their portion of the work. The full amount is shown in our budget at \$400,000 under Capital Projects (130-5321-730). The cost of the work will be a 50/50 split between the IDOT EDP grant and our Capital Projects budget.

23-00353-00-PV



Request for Approval of Change of Plans

Local Public Agency City of mattoon		County Coles	Route Various	Section Number 23-00353-00-PV	
Request Number 05		<input type="checkbox"/> Final Contractor Stark Excavation Inc.			
Address 1805 W. Washington		City Bloomington	State IL	Zip Code 61701	
Date 04/09/25					

I recommend that this Addition be made to the above contract.

The estimated quantities are shown below and the contractor agrees to furnish the materials and do the work at the unit prices.

Item Description	Unit of Measure	Quantity	Unit Price	Addition (A) or Deduction (D)	Total Addition	Total Deduction
- EARTH EXCAVATION	CU YD	498.00	\$38.0000	A	\$18,924.0000	\$0.0000
- FURNISHED EXCAVATION	CU YD	39.00	\$32.0000	A	\$1,248.0000	\$0.0000
- TRENCH BACKFILL	CU YD	32.00	\$95.0000	A	\$3,040.0000	\$0.0000
TOPSOIL FURNISH AND PLACE 6"	SQ YD	2147.00	\$5.2500	A	\$11,271.7500	\$0.0000
- SEEDING, CLASS 2	ACRE	0.50	\$6,200.0000	A	\$3,100.0000	\$0.0000
NITROGEN FERTILIZER NUTRIENT	POUN	46.00	\$3.0000	A	\$138.0000	\$0.0000
PHOSPHOEUS FERTILIZER NUTRIENT	POUN	46.00	\$3.0000	A	\$138.0000	\$0.0000
POTASSIUM FERTILIZER NUTRIENT	POUN	46	\$3.0000	A	\$138.0000	\$0.0000
- MULCH, METHOD 2	ACRE	0.50	\$2,800.0000	A	\$1,400.0000	\$0.0000
- PERIMETER EROSION BARRIER	FOOT	962.00	\$3.5000	A	\$3,367.0000	\$0.0000
- STONE RIPRAP, CLASS A4	SQ YD	24.00	\$145.0000	A	\$3,480.0000	\$0.0000
- FILTER FABRIC	SQ YD	24.00	\$5.0000	A	\$120.0000	\$0.0000
- LIME	TON	51.25	\$214.0000	A	\$10,967.5000	\$0.0000
PROCSSING LIME STABILIZED SOIL MIXTURE 12"	SQ YD	2046.00	\$5.4000	A	\$11,048.4000	\$0.0000
- SUBASE GRANULAR MATERIAL, TY B 4"	SQ YD	2046.00	\$32.0000	A	\$65,472.0000	\$0.0000
PORTLAND CEMENT CONCRETE PAVEMENT 7"	SQ YD	1760.00	\$61.0000	A	\$107,360.0000	\$0.0000
PRECST REINFORCED CONCRETE FLARED END SECTION 18	EACH	2.00	\$2,100.0000	A	\$4,200.0000	\$0.0000
STORM SEWERS, CLASS B, TYPE 2 12"	FOOT	51.00	\$70.0000	A	\$3,570.0000	\$0.0000
STORM SEWERS, CLASS B, TYPE 2 18"	FOOT	142.00	\$78.0000	A	\$11,076.0000	\$0.0000
COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.18	FOOT	794.00	\$54.0000	A	\$42,876.0000	\$0.0000

Item Description	Unit of Measure	Quantity	Unit Price	Addition (A) or Deduction (D)	Total Addition	Total Deduction
MANHOLES, TYPE A, 4' DIAMETER, TYPE 1 FRAME, CLOSED LID	EACH	1.00	\$4,900.0000	A	\$4,900.0000	\$0.0000
INLETS, TYPE A	EACH	2.00	\$2,200.0000	A	\$4,400.0000	\$0.0000
CLASS SI CONCRETE (OUTLET), SPECIAL	CU YD	0.90	\$1,950.0000	A	\$1,755.0000	\$0.0000
Total Changes					\$313,989.65	\$0.00

Add Row

Total Net Change	\$313,989.65
Amount of Original Contract	\$3,177,414.00
Amount of Previous Change Orders	\$472,483.89
Amount of adjusted/final contract	\$3,963,887.54

Total net addition to date \$786,473.54 which is 24.75% of the contract price.

State fully the nature and reason for the change

THESE ADDITIONS ARE FOR THE EXTENSION OF WOODDELL WAY WEST OF DETTRO DRIVE

When the net increase or decrease in the cost of the contract is \$10,000.00 or more, or the time of completion is increased or decreased by 30 days or more, one of the following statements must be checked:

- ☒ The Local Public Agency has determined that the circumstances which necessitate this change were not reasonably foreseeable at the time the contract was signed.
- ☐ The Local Public Agency has determined that the change is germane to the original contract as signed.
- ☐ The Local Public Agency has determined that this change is in the best interest of the Local Public Agency and is authorized by law.

Prepared By,

Title of Preparer

DavidClark

Public Works Diirector

Submitted/Approved

Local Public Agency Signature & Date

BY:

Title: Public Works Director

For a Road District project County Engineer signature required.

County Engineer/Superintendent of HighwaysSignature & Date

Approved:

Illinois Department of Transportation

Regional Engineer Signature & Date

IDOT Department Use Only

Received Location Received Date Additional Location?

☐

WMFT Entry By

Entry Date

NEW ROADWAY CONSTRUCTION - MATTOON - WOODDELL EXTENSION



EXCAVATING, INC.

STARK EXCAVATING, INC.

220 WILBER AVE.

CHAMPAIGN, IL 61822

Contact: BRAD JAMESON

Phone: 309-275-2455

Email: bjamason@starkcompanies.com

Quote To: CITY OF MATTOON
DAVE CLARK, CITY ENGINEER

Job Name: 13-00259-00-PV

Date of Plans: 3/17/25

Revision Date:

Phone:

Email: clarkd@mattoonillinois.org

Proposal Date:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
20200100	EARTH EXCAVATION	498.00	CU Y	38.00	18,924.00
20400800	FURNISHED EXCAVATION	39.00	CU Y	32.00	1,248.00
20800150	TRENCH BACKFILL	32.00	CU Y	95.00	3,040.00
21101625	TOPSOIL FURNISH AND PLACE 6"	2,147.00	SQ Y	5.25	11,271.75
25000200	SEEDING, CLASS 2	0.50	ACRE	6,200.00	3,100.00
25000400	NITROGEN FERTILIZER NUTRIENT	46.00	POUN	3.00	138.00
25000500	PHOSPHORUS FERTILIZER NUTRIENT	46.00	POUN	3.00	138.00
25000600	POTASSIUM FERTILIZER NUTRIENT	46.00	POUN	3.00	138.00
25100115	MULCH, METHOD 2	0.50	ACRE	2,800.00	1,400.00
28000400	PERIMETER EROSION BARRIER	962.00	FOOT	3.50	3,367.00
28100107	STONE RIPRAP, CLASS A4	24.00	SQ Y	145.00	3,480.00
28200200	FILTER FABRIC	24.00	SQ Y	5.00	120.00
30201500	LIME MATERIAL	51.25	TONS	214.00	10,967.50
31000600	PROCESSING LIME STABILIZED SOIL MIXTURE 12"	2,046.00	SQ Y	5.40	11,048.40
31101200	SUBBASE GRANULAR MATERIAL, TYPE B 4"	2,046.00	SQ Y	32.00	65,472.00
42000200	PORTLAND CEMENT CONCRETE PAVEMENT 7"	1,760.00	SQ Y	61.00	107,360.00
54213663	PRECAST REINFORCED CONCRETE FLARED END SECTIONS 18	2.00	EACH	2,100.00	4,200.00
550B0340	STORM SEWERS, CLASS B, TYPE 2 12"	51.00	FOOT	70.00	3,570.00
550B0380	STORM SEWERS, CLASS B, TYPE 2 18"	142.00	FOOT	78.00	11,076.00
60604400	COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.18	794.00	FOOT	54.00	42,876.00
60218400	MANHOLES, TYPE A, 4'-DIAMETER, TYPE 1 FRAME, CLOSE	1.00	EACH	4,900.00	4,900.00
60238800	INLETS, TYPE A	2.00	EACH	2,200.00	4,400.00
X6060097	CLASS SI CONCRETE (OUTLET), SPECIAL	0.90	CU Y	1,950.00	1,755.00

GRAND TOTAL

\$313,989.65

NOTES:

* Pricing is firm for 30 days, for work to be performed prior to July 1, 2025.

* Thanks for the opportunity to quote this project, should you have any questions or need further information please do not hesitate to contact me.

14.

**City of Mattoon
Council Decision Request**

MEETING DATE: 04/30/2025 CDR NO: 2025-2598

SUBJECT: WTP Pump House Sea Wall

SUBMITTAL DATE: 04/30/2025

SUBMITTED BY: Dave Clark, Public Works Director

APPROVED FOR	Kyle Gill,	<u>05/01/2025</u>
COUNCIL AGENDA:	Interim City Manager	Date

EXHIBITS (If applicable): Proposal attached.

EXPENDITURE	AMOUNT	CONTINGENCY FUNDING
ESTIMATE: \$34,300.00	BUDGETED: \$35,000.00	REQUIRED: \$0.00

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

“I move to waive formal bidding requirements and to accept the proposal from Midwest Marine Construction to construct a sea wall at the Lake Paradise Pump House.”

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

Lake Paradise is currently washing away the bank at the pump house and creating an issue around the pump house and the entrance to the pump house. It is our plan to construct a sea wall to the north of the pump house to provide protect to the pump house and to maintain access to it for maintenance work that is needed periodically.

We received two quotes and both were relatively close. Midwest Marine Construction was the lowest quote for this work.



Customer: City Of Mattoon
 Address: Lake Paradise
 Attn: A.J. Cobble
 Phone: 217 232 1121

ESTIMATE NUMBER	
ESTIMATE DATE	2/23/2025
EXPIRATION DATE	3/15/2025
ACCT. NUMBER	
ESTIMATE TOTAL	

ESTIMATE

COMMENTS OR SPECIAL INSTRUCTIONS:

All measurements will be done at final and adjusted accordingly. Any extra material and or labor added per customer approval and will be adjusted at final.

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	Shorewall: 7 ga driven to engineering specs, capped with 3x4x3/8 angle, anchored to engineered anchor system, secured with #5 rebar, 3 inch backing plate, backfilled with lake material.	Appr: 120 Foot	\$31,800.00
	Preperation of shore line for installation shorewall		\$2,500.00
		\$0.00	\$0.00
	Dry fill hauled in by City, backfill placed and graded by Midwest Marine		No charge
			\$0.00
	Dry fill hauled in by Midwest Marine and graded, 125.00 a semi load	Appr: 10 loads	Option
			\$0.00
	Rock fill hauled in by City and graded by Midwest Marine		No Charge
			\$0.00
	Rock fill hauled in by Midwest Marine and graded, 420 a semi load	Appr. 10 loads	Option
SUBTOTAL			\$34,300.00

TOTAL \$34,300.00

SEND APPROVAL TO:

Midwest Marine Construction LLC
 1678 E 800 North Rd
 Lakewood, IL 62438

Due on Signing	
Due on Start	
Due on Completion	\$34,300.00

Signature

If you have any questions concerning this estimate, contact Alan Tucker at (217)343-3893 or via email at midwestmarine21@gmail.com

Thank you for your business!

15.

**City of Mattoon
Council Decision Request**

MEETING DATE: 04/30/2025 CDR NO: 2025-2599

SUBJECT: WTP Filter #4 Actuator Replacements

SUBMITTAL DATE: 04/30/2025

SUBMITTED BY: Dave Clark, Public Works Director

APPROVED FOR	Kyle Gill,	<u>05/01/2025</u>
COUNCIL AGENDA:	Interim City Manager	Date

EXHIBITS (If applicable): Proposal attached.

EXPENDITURE	AMOUNT	CONTINGENCY FUNDING
ESTIMATE: \$72,118.00	BUDGETED: \$100,000.00	REQUIRED: \$0.00

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

“I move to waive the formal bidding requirements and accept the proposal from Hydro-Kinetics to replace the modulating electric actuators on filter #4.”

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

The WTP has been experiencing issues with the actuators on filter #4 at the plant and they need to be replaced. We asked for quotes and got only one quote back from Hydro-Kinetics who did the replacements for us on filter #1 before. There are 4 actuators that need to be replaced that are 25 years old. The quote shows the price for one and then a price for the other three, since they are slightly different. The total cost to do all three is \$72,118.00 for all four.

We will be paying for this out of this year's budget under fund code 211-5353-730.



5741 MANCHESTER AVE.
ST. LOUIS, MISSOURI 63110
PHONE (314)-647-6104; FAX (314)-645-1861

PROPOSAL # 24-E8556

**THIS PROPOSAL NUMBER SHOULD BE INCLUDED
ON ALL CORRESPONDENCE OR PURCHASE
ORDERS PERTAINING TO THIS PROJECT**

DATE: April 30, 2025

TERMS: 100% Net 30 Days (Subject to Credit Approval)

FREIGHT: F.O.B. Factory, Freight Allowed to Job Site

TO City of Mattoon

JOB Electric Actuator Retrofit

Hydro-Kinetics is pleased to offer the following proposal:

20" Valve ONLY Retrofit

Qty (1) Rotork IQT3000 Modulating Electric Actuator (480VAC/3PH) – for 20" Butterfly Valve

- Watertight Enclosure
- 120VAC Control Power
- Adaption Hardware
- Bore & Key

One (1) Day, One (1) Trip Measurement Services

One (1) Day, One (1) Trip Retrofit Services

TOTAL PRICE: \$16,011.00

THREE (3) 20" Valves, 16" Valves Retrofit

Qty (3) Rotork IQT3000 Modulating Electric Actuator (480VAC/3PH) – for 20" Butterfly Valve

- Watertight Enclosure
- 120VAC Control Power
- Adaption Hardware
- Bore & Key

Qty (1) Rotork IQT2000 Modulating Electric Actuator (480VAC/3PH) – for 16” Butterfly Valve

- Watertight Enclosure
- 120VAC Control Power
- Adaption Hardware
- Bore & Key

One (1) Day, One (1) Trip Measurement Services

Complete Retrofit Services for Four (4) Electric Actuators

TOTAL PRICE: \$56,107.00

NOTES:

- 1) All quoted prices are firm for **30** days after the date noted on this proposal. A valid order must be accepted in writing by Hydro-Kinetics and released to production within this timeframe to hold pricing firm through invoice.
- 2) Price does not include modification to existing equipment or facilities, unless otherwise noted in the scope of work.
- 3) Freight terms are F.O.B Factory, Freight Allowed to Job Site. All unloading and proper storage is the responsibility of others.
- 4) Estimated equipment schedule:

Equipment – 10-12 weeks after receipt of purchase order

Start-up - Three (3) weeks' notice required for scheduling of start-up services, start-up cannot be completed until all electrical and mechanical connections are completed. No start-up services will be provided until 100% of payment has been received.
- 5) All setting of the above quoted equipment, external piping or conduit, valves, wire, power, electrical interconnections, concrete support pads, junction boxes, disconnects are all by others.
- 6) State sales taxes will be charged unless we receive a valid resale/exemption certificate.
- 7) Additional start-up services, other than those listed above, are available for \$1000.00/DAY Plus Travel and Living Expenses
- 8) Price does not include:
 - Electrical and mechanical installation and installation materials of any type.
 - Mounting brackets or other installation hardware not listed above.
 - Field mounted plumbing materials not listed above.
 - Grip holders, support grips or threaded connectors of any type for electrical cables
 - Pipe, fitting, valves, nuts, bolts, supports, or gaskets of any type
 - Junction box or any associated gas tight seals or sealing material.
 - Anchor bolts of any type
 - Locks of any type.
 - Primary electrical service of any type
 - Any Federal, State, or Local taxes of any type, (payment of any associated taxes is the responsibility of the purchaser).
- 9) This quotation includes only equipment specifically mentioned herein and does not include, or infer inclusion of, any additional equipment, piping, valves, wiring, services, etc., regardless of its relation to the quoted



5741 MANCHESTER AVE.
ST. LOUIS, MISSOURI 63110
PHONE (314)-647-6104; FAX (314)-645-1861

equipment.

10) Hydro-Kinetics Corporation shall not, in any event, be liable for indirect, special, consequential or liquidated damages or penalties, whether based upon contract, warranty, tort or negligence, and accepts no responsibility for the warranty and/or fitness of any existing equipment.

11) Terms: All orders are subject to acceptance by HYDRO-KINETICS CORPORATION, and 100% NET 30 DAYS terms are granted to **existing customers**; all unpaid balances are subject to 1.5% interest charge, compounding monthly. **First time customers are required to pay for their equipment before that equipment is ordered.** HYDRO-KINETICS does not allow retainage. Any retainage will be charged the stated 1.5% interest. These terms are independent of, and are not contingent upon other terms and conditions, the time or manner in which purchaser may receive payment from others or when the equipment is installed after receipt. HYDRO-KINETICS CORP reserves the right to issue individual invoices for the supplied equipment. The purchaser will be responsible for reasonable attorney's fees and/or legal fees associated with collection of any past-due balances.

I appreciate the opportunity to provide a quote for the above equipment. If you have any questions or need any additional information please feel free to contact my office at (314)-647-6104 or by FAX (314)-645-1861.

Very truly yours,

Nick Davis

HYDRO-KINETICS CORPORATION

By: Nick Davis

To purchase this equipment, please sign the space below and return the original to Hydro-Kinetics Corporation at 5741 Manchester Ave. St. Louis, MO 63110.

QUOTE ACCEPTANCE

Quote Options Selected (Please list, if applicable): _____

Quote 24-E8556 ACCEPTED this _____ day of _____, 2024,

By: _____
(NAME OF PURCHASER)

By: _____ : _____
(AUTHORIZED SIGNATURE) (TITLE)

P.O. # _____



5741 MANCHESTER AVE.
ST. LOUIS, MISSOURI 63110
PHONE (314)-647-6104; FAX (314)-645-1861

SHIPPING

Street Address: _____ ATTN: _____

City: _____ State: _____ Zip: _____

Liftgate Truck Required? (check) _____ Shipping (check): Ground _____ Rush _____

16.

**City of Mattoon
Council Decision Request**

MEETING DATE: 05/06/2025 CDR NO: 2025-2600

SUBJECT: Planning Commission Appointment

SUBMITTAL DATE: 03/31/2025

SUBMITTED BY: Susan O'Brien, City Clerk

APPROVED FOR	Kyle Gill,	<u>05/01/2025</u>
COUNCIL AGENDA:	City Administrator	Date

EXHIBITS (If applicable): None

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

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

“I move to ratify the appointment of Toby Ferris to the Planning Commission as nominated
by Mayor Rick Hall for an unexpired term ending 08/17/2028.

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

Mr. Toby Ferris has agreed to serve on the Planning Commission. Regular terms are for five years.
Mayor Hall has confirmed his willingness to serve. §159.65(A)(1)

Upon approval the Planning Commission terms will consist of:

Ed Dowd	08/17/2029
Dean Willaredt	08/17/2029
Toby Ferris	08/17/2028 – replaces Gary Boske
Ned Hoppin, MD	08/17/2028
TBD	08/17/2028 – Judy Winn resigned
Rick Otto	08/17/2027
Gayla McDaniel	08/17/2027
Janet Grove	08/17/2026
Dave Skocy	08/17/2025

Toby Ferris 217 Circle Drive; Mattoon, IL 61938 217-246-8257

CITY OF MATTOON, ILLINOIS

ORDINANCE NO. 2025-5494

**CITY OF MATTOON
AN ORDINANCE AUTHORIZING BOUNDARY MODIFICATIONS TO THE AREA
KNOWN AS THE COLES COUNTY ENTERPRISE ZONE
AMENDMENT 1
- RURAL KING HANGAR -**

WHEREAS, the City of Charleston, the City of Mattoon, the City of Oakland and the County of Coles, entered into an agreement on November 30, 2018, and adopted ordinances and resolutions establishing an Enterprise Zone including incorporated portions of the City of Charleston, the City of Mattoon, the City of Oakland and unincorporated portions of the County of Coles; and,

WHEREAS, the Coles County Enterprise Zone was certified by the Illinois Department of Commerce and Economic Opportunity effective January 1, 2020; and,

WHEREAS, there is a need to expand the boundary of the Coles County Enterprise Zone to include the area as described in Exhibits A and B; and,

WHEREAS, the proposed area to be added is contiguous to the existing Coles County Enterprise Zone boundaries; and,

WHEREAS, there is adequate available acreage in the Coles County Enterprise Zone to accommodate the expanded boundary; and,

WHEREAS, a public hearing regarding such amendments has been held as provided by law on April 30, 2025; and,

WHEREAS, this Ordinance and the related Amendment to the Coles County Enterprise Zone Intergovernmental Agreement found in Exhibit C shall be in effect from and after their passage, approval and recording according to law.

NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MATTOON, ILLINOIS:

SECTION 1. The City of Mattoon hereby approves and concurs with expanding the boundary of the Coles County Enterprise Zone to include those areas as described in Exhibits A and B, also referred to as Amendment 1 to the Zone.

SECTION 2. That the Mayor of the City of Mattoon is authorized to execute the Amendment to the Enterprise Zone Intergovernmental Agreement between the City of Charleston, the City of Mattoon, the City of Oakland and the County of Coles (the "Enterprise Zone Intergovernmental Agreement") attached as Exhibit C.

SECTION 3. That this Ordinance shall become effective immediately upon the adoption thereof, subject to approval by the Illinois Department of Commerce and Economic Opportunity.

SECTION 4. That the City Clerk is hereby directed and authorized to publish this Ordinance in pamphlet form as required by law and forward one original and two certified copies of this Ordinance to the Coles County Enterprise Zone Administrator for inclusion in the Illinois Department of Commerce and Economic Opportunity's Application to Add Territory- Option 1 for its approval and to file a certified copy of this Ordinance.

Upon motion by _____, seconded by _____,
adopted this 6th day of May, 2025, by a roll call vote, as follows:

AYES (Names): _____

NAYS (Names): _____

ABSENT (Names): _____

Approved this 6th day of May, 2025.

Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM

Susan J. O'Brien, City Clerk

Daniel C. Jones, City Attorney

Recorded in the Municipality's Records on 05-06, 2025.

CITY OF MATTOON, ILLINOIS
ORDINANCE AUTHORIZING BOUNDARY MODIFICATIONS TO THE AREA
KNOWN AS
THE COLES COUNTY ENTERPRISE ZONE
AMENDMENT 1
- RURAL KING HANGAR -

EXHIBIT "A"

The following parcel is requested to be added to the Coles County Enterprise Zone as the 1st Amendment to the Zone boundaries since its inception in 2020:

PARCEL I: PIN 06-0-00480-002 and 06-0-00439-002 (22.444 acres more less)

Part of the Southwest Quarter of Section 14, and part of the Southeast Quarter of Section 15, all in Township 12 North, Range 8 East of the Third Principal Meridian, Coles County, Illinois, more particularly described as follows:

Commencing at an iron pin in an I.D.O.T. vault marking the northeast corner of the Southeast Quarter of Section 14, Township 12 North, Range 8 East of the Third Principal Meridian, Coles County, Illinois; thence South 00 degrees 15 minutes 15 seconds West, (all bearings are referenced to the Illinois State Plane Coordinate System East Zone Datum of 1983(1997 adjustment)) 94.10 feet to the centerline of F.A. Route 17 (Illinois Route 16); thence North 89 degrees 44 minutes 45 seconds West along the said centerline, 4566.79 feet; thence South 00 degrees 15 minutes 15 seconds West, 150.00 feet to a point on the south right of way line of F.A. Route 17 (Illinois Route 16), said point being the Point of Beginning; thence continue South 00 degrees 15 minutes 15 seconds West, 115.00 feet; thence South 37 degrees 13 minutes 11 seconds West, 344.54 feet; thence North 69 degrees 35 minutes 20 seconds West, 285.00 feet; thence South 20 degrees 24 minutes 40 seconds West, 170.00 feet; thence North 69 degrees 35 minutes 20 seconds West, 116.00 feet; thence South 20 degrees 24 minutes 40 seconds West, 262.00 feet; thence North 69 degrees 35 minutes 20 seconds West, 2053.57 feet to the south right of way line of F.A. Route 17 (Illinois Route 16); thence South 89 degrees 44 minutes 45 seconds East along the said south right of way line, 2590.21 feet; thence South 54 degrees 14 minutes 07 seconds East continuing along the said south right of way line, 86.08 feet to the Point of Beginning, containing 22.444 acres, more or less. As shown by the exhibit attached hereto and made a part hereof.

EXHIBIT "B"

COLES COUNTY ENTERPRISE ZONE PROPOSED EXPANSION RURAL KING HANGAR PROJECT

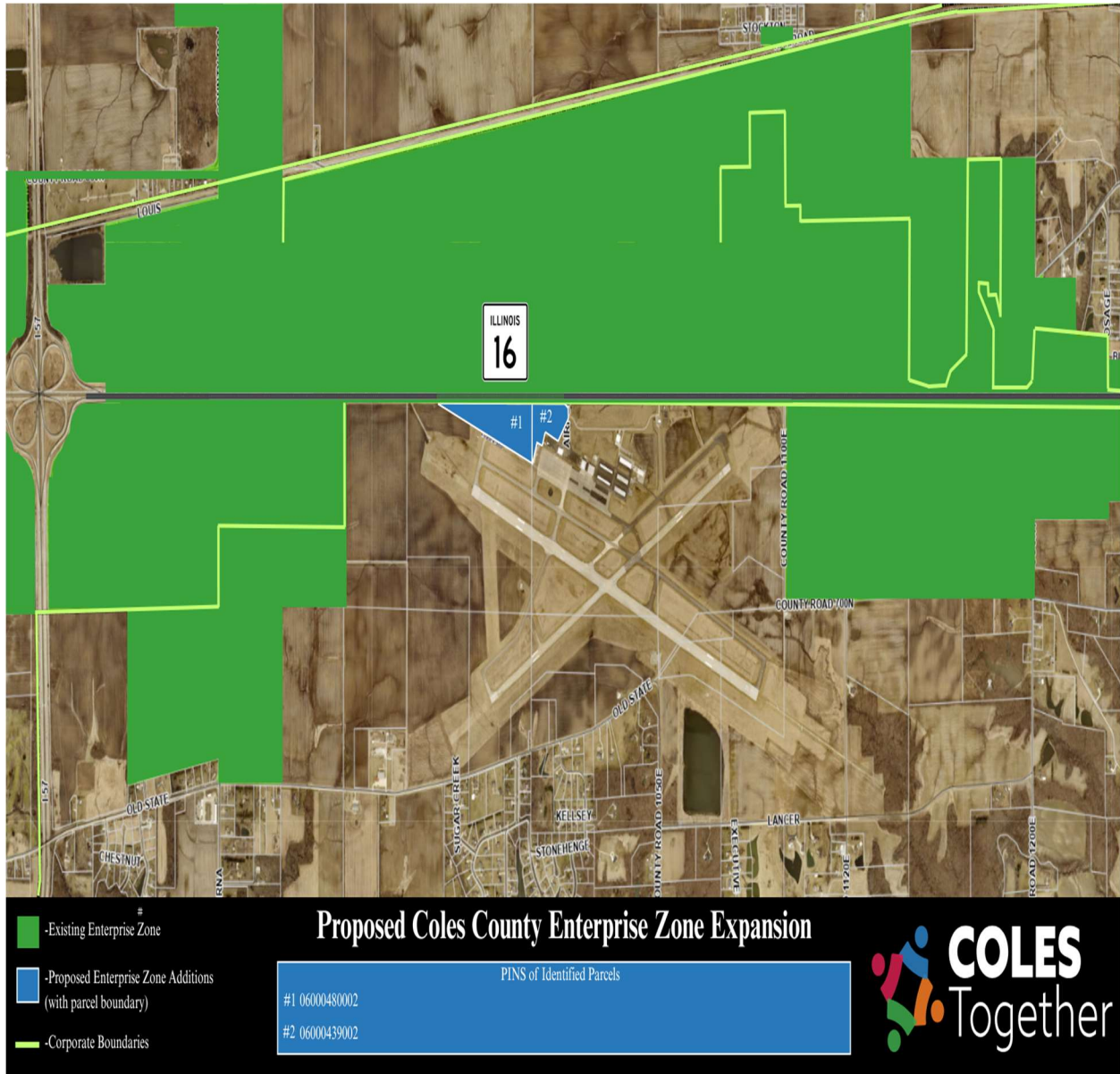


EXHIBIT "C"

AN AMENDMENT TO THE COLES COUNTY ENTERPRISE ZONE INTERGOVERNMENTAL AGREEMENT

BE IT ORDAINED AND RESOLVED BY THE CITY OF CHARLESTON, THE CITY OF MATTOON, THE CITY OF OAKLAND AND COUNTY OF COLES, AS PARTIES TO THE COLES COUNTY ENTERPRISE ZONE INTERGOVERNMENTAL AGREEMENT ADOPTED ON THE 30TH DAY OF NOVEMBER 2018.

That said Agreement shall be amended to reflect additions to the Legal Description of the Coles County Enterprise Zone, as defined in Amendment 1 found below:

PARCEL I: PIN 06-0-00480-002 and 06-0-00439-002 (22.444 acres more less)

Part of the Southwest Quarter of Section 14, and part of the Southeast Quarter of Section 15, all in Township 12 North, Range 8 East of the Third Principal Meridian, Coles County, Illinois, more particularly described as follows:

Commencing at an iron pin in an I.D.O.T. vault marking the northeast corner of the Southeast Quarter of Section 14, Township 12 North, Range 8 East of the Third Principal Meridian, Coles County, Illinois; thence South 00 degrees 15 minutes 15 seconds West, (all bearings are referenced to the Illinois State Plane Coordinate System East Zone Datum of 1983(1997 adjustment)) 94.10 feet to the centerline of F.A. Route 17 (Illinois Route 16); thence North 89 degrees 44 minutes 45 seconds West along the said centerline, 4566.79 feet; thence South 00 degrees 15 minutes 15 seconds West, 150.00 feet to a point on the south right of way line of F.A. Route 17 (Illinois Route 16), said point being the Point of Beginning; thence continue South 00 degrees 15 minutes 15 seconds West, 115.00 feet; thence South 37 degrees 13 minutes 11 seconds West, 344.54 feet; thence North 69 degrees 35 minutes 20 seconds West, 285.00 feet; thence South 20 degrees 24 minutes 40 seconds West, 170.00 feet; thence North 69 degrees 35 minutes 20 seconds West, 116.00 feet; thence South 20 degrees 24 minutes 40 seconds West, 262.00 feet; thence North 69 degrees 35 minutes 20 seconds West, 2053.57 feet to the south right of way line of F.A. Route 17 (Illinois Route 16); thence South 89 degrees 44 minutes 45 seconds East along the said south right of way line, 2590.21 feet; thence South 54 degrees 14 minutes 07 seconds East continuing along the said south right of way line, 86.08 feet to the Point of Beginning, containing 22.444 acres, more or less. As shown by the exhibit attached hereto and made a part hereof.

(Signature page follows)

Amended the 6th of May, 2025.

County of Coles

City of Charleston

By: _____

By: _____

County Board Chair

Mayor

City of Mattoon

City of Oakland

By: _____

By: _____

Mayor

Mayor

Nothing follows