

**NOTICE OF SPECIAL MEETING CALLED BY  
THE MAYOR OF THE CITY OF EAST PEORIA  
TAZEWELL COUNTY, ILLINOIS**

John P. Kahl, Mayor of the City of East Peoria, Illinois, Tazewell County, Illinois, does hereby call a special meeting of the City Council of the City of East Peoria which shall convene on **Tuesday, April 28, 2020 at 6:00 p.m. in the Council Chambers in the Civic Complex, 401 W. Washington Street, East Peoria, Illinois** for the purposes as listed in the agenda below. A copy of the agenda for the special meeting is below hereto labeled as "Exhibit A."

Dated this 24th day of April, 2020

/s/ John P. Kahl  
John P. Kahl, Mayor  
City of East Peoria, Tazewell County, Illinois

**EXHIBIT "A"**

**AGENDA**

**SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF EAST PEORIA  
COUNCIL CHAMBERS AT 401 WEST WASHINGTON STREET, EAST PEORIA, ILLINOIS  
APRIL 28, 2020  
6:00 P.M.**

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This will be a Remote Meeting held via "Zoom Meetings".

**THE PUBLIC CAN ONLY ATTEND THIS MEETING REMOTELY;**

**IN-PERSON ATTENDANCE BY THE PUBLIC IS CURRENTLY PROHIBITED**

Due to the Governor's Executive Order regarding COVID-19 and the relaxing of the Open Meeting Act requirements, this meeting will be held remotely via Zoom Meetings without an in-person meeting location for the public to attend. To join in the meeting follow this link: <https://us04web.zoom.us/j/9981352973>; Meeting ID: 998 135 2973

For those not wishing to comment, the Meeting can also be viewed via Facebook live at [www.facebook.com/EPCityGovernment](http://www.facebook.com/EPCityGovernment).

By phone, dial in and listen to the Meeting and comment during public comment period as follows:

Phone Number (toll-free): (888) 788-0099; Meeting ID: 998 135 2973

You can submit a public comment remotely by attending the meeting on April 28 on Zoom Meetings and selecting the Raise Hand icon on your screen or pressing \*9 on your phone to raise your hand during the public comment period.

The meeting will also be recorded and will be available via a link on the City's website soon after the meeting.

If there are any questions regarding this meeting format, please direct them to the City Clerk at [morgancadwalader@cityofeastpeoria.com](mailto:morgancadwalader@cityofeastpeoria.com) or 309-427-7613.

**DATE: APRIL 28, 2020  
TIME: 6:00 P.M.  
COMMISSIONER HILL**

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**MAYOR KAHL  
COMMISSIONER DECKER**

**COMMISSIONER MINGUS  
COMMISSIONER SUTHERLAND**

1. **CALL TO ORDER:**
2. **ROLL CALL:**
3. **INVOCATION:**
4. **PLEDGE TO THE FLAG:**
5. **APPROVAL OF MINUTES:**
6. **COMMUNICATIONS:**
7. **PUBLIC COMMENT: COUNCIL BUSINESS FROM THE AUDIENCE ON AGENDA ITEMS:**
8. **COMMISSIONER HILL:**

- 8.I. Adoption of Ordinance Number 4493 on its Second Reading – (ANNUAL APPROPRIATION ORDINANCE FOR THE CITY OF EAST PEORIA, ILLINOIS FOR THE FISCAL YEAR FROM THE FIRST DAY OF MAY A.D. 2020 TO THE LAST DAY OF APRIL A.D. 2021.)

Documents:

[ORDINANCE NO. 4493 - SECOND READING.PDF](#)

- 8.II. Adoption of Resolution Number 1920-124 on its Second Reading - Resolution to approve the Working Cash Budget for the Fiscal Year from the first day of May A.D. 2020 to the last day of April A.D. 2021.

Documents:

[RESOLUTION NO. 1920-124 - SECOND READING.PDF](#)

8.III. Adoption of Resolution No. 1920-138 on its Second Reading – Resolution Regarding Renewal of Group Term Life Insurance Policy for City Employees with Standard Insurance Company.

Documents:

[RESOLUTION NO. 1920-138 - SECOND READING.PDF](#)

8.IV. Adoption of Resolution Number 1920-139 on its Second Reading – Resolution Regarding Revisions to the City's Group Health Insurance Plan.

Documents:

[RESOLUTION NO. 1920-139 - SECOND READING.PDF](#)

8.V. Adoption of Resolution Number 1920-140 on its Second Reading – Resolution Regarding Employee Contribution Rates for the City's Group Health Insurance Plan.

Documents:

[RESOLUTION NO. 1920-140 - SECOND READING.PDF](#)

8.VI. Adoption of Resolution Number 1920-141 on its Second Reading - Resolution Regarding the Utilization Manager for the City's Group Health Insurance Plan.

Documents:

[RESOLUTION NO. 1920-141 - SECOND READING.PDF](#)

8.VII. Adoption of Resolution Number 1920-142 on its Second Reading – Resolution to approve the salaries, wages, and employee benefits for certain non-union employees of the City of East Peoria for the fiscal year beginning May 1, 2020 and ending on April 30, 2021.

Documents:

[RESOLUTION NO. 1920-142 - SECOND READING.PDF](#)

8.VIII. Adoption of Ordinance Number 4497 on its Second Reading – (AN ORDINANCE AMENDING THE CITY OF EAST PEORIA PERSONNEL POLICY MANUAL).

Documents:

[ORDINANCE NO. 4497 - SECOND READING.PDF](#)

9. **COMMISSIONER DECKER:**

10. **COMMISSIONER SUTHERLAND:**

11. **COMMISSIONER MINGUS:**

11.I. Adoption of Resolution No. 1920-145 – Resolution to approve a Separation Agreement for Retirement between the City of East Peoria and Brett Brown, Deputy Fire Chief in the Fire Department, effective at the end of the day on May 1, 2020.

Documents:

[RESOLUTION NO. 1920-145.PDF](#)

11.II. Adoption of Resolution No. 1920-146 - Resolution Authorizing a Decrease in the Number of Patrolmen and Sergeants on the East Peoria Police Department.

Documents:

[RESOLUTION NO. 1920-146.PDF](#)

12. **MAYOR KAHL:**

13. **PUBLIC COMMENT: COUNCIL BUSINESS FROM THE AUDIENCE ON NON-AGENDA ITEMS:**

14. **COMMENTS FROM COUNCIL:**

14.I. COMMISSIONER DECKER:

14.II. COMMISSIONER HILL:

14.III. COMMISSIONER SUTHERLAND:

14.IV. COMMISSIONER MINGUS:

14.V. MAYOR KAHL:

15. **MOTION FOR EXECUTIVE SESSION/CLOSED MEETING:**

16. **MOTION TO ADJOURN:**

17. **/S/ Morgan R. Cadwalader**

City Clerk, Morgan R. Cadwalader  
Dated and Posted: April 24, 2020

**NOTE:** All items listed on the agenda are action items unless indicated otherwise. Ordinances and resolutions listed on the agenda may further be amended and/or revised prior to adoption by the City Council.

**ORDINANCE NO. 4493  
ANNUAL APPROPRIATION ORDINANCE  
FOR THE CITY OF EAST PEORIA, ILLINOIS  
FOR THE FISCAL YEAR  
FROM THE FIRST DAY OF MAY A.D. 2020  
TO THE LAST DAY OF APRIL A.D. 2021**

ORDINANCE NO. 4493

ANNUAL APPROPRIATION ORDINANCE

ANNUAL APPROPRIATION ORDINANCE FOR THE CITY OF EAST PEORIA, ILLINOIS FOR THE FISCAL YEAR FROM THE FIRST DAY OF MAY A.D. 2020 TO THE LAST DAY OF APRIL A.D. 2021

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF EAST PEORIA, TAZEWELL COUNTY, ILLINOIS:

Section 1. That the following sums, or so much thereof as may be necessary and may be authorized by law, be and the same are hereby appropriated to defray all necessary expenses and liabilities for the corporate purpose of the City of East Peoria, Illinois, as hereinafter specified, for the fiscal year commencing on the first day of May A.D. 2020 and ending on the last day of April A.D. 2021

A. FROM GENERAL CORPORATE TAXES AND REVENUE

**GOVERNING BODY**

SALARIES AND WAGES	110,000.00
PRINTING	625.00
POSTAGE	625.00
TRAVEL AND MEETING EXPENSES	2,500.00
DUES, SUBSCRIPTIONS, & PUBLICATIONS	3,125.00
UTILITIES	3,000.00
OTHER OPERATING EXPENSES	2,500.00
OFFICE SUPPLIES	625.00
EMPLOYEE/COMMISSIONS RELATIONS	7,500.00
<b>TOTAL GOVERNING BODY</b>	<b><u>130,500.00</u></b>

**LEGAL DEPARTMENT**

ATTORNEY'S FEES	700,000.00
UTILITIES - TELEPHONE	500.00
COURT COSTS, RECORDING & SHERIFF FEES	3,750.00
OTHER OPERATING EXPENSES	12,500.00
<b>TOTAL LEGAL DEPARTMENT</b>	<b><u>716,750.00</u></b>

**BOARDS & COMMISSIONS**

FIRE & POLICE COMMISSIONERS SALARIES	9,000.00
SPECIAL ATTORNEYS FEES	20,000.00
CONTRACTUAL SERVICES	20,000.00
PRINTING	200.00
POSTAGE	200.00
DUES, SUBSCRIPTIONS, & PUBLICATIONS	2,500.00
EXAMINATIONS/PHYSICAL/OTHER EXP	11,875.00
HUMAN RELATIONS COMMISSION	200.00
OFFICE SUPPLIES	313.00
<b>TOTAL BOARDS &amp; COMMISSIONS</b>	<b><u>64,288.00</u></b>

**CITY CLERK'S BUDGET**

SALARIES	85,000.00
PRINTING	10,875.00
LEGAL PUBLICATIONS	625.00
POSTAGE	250.00
TRAVEL, TRAINING & MEETING EXPENSES	2,243.00
DUES, SUBSCRIPTIONS & PUBLICATIONS	1,125.00
UTILITIES-PHONE	600.00
MAINTENANCE & REPAIR EQUIPMENT	100.00
OTHER OPERATING EXPENSES	1,250.00
OFFICE SUPPLIES	375.00
<b>TOTAL CITY CLERK'S BUDGET</b>	<b><u>102,443.00</u></b>

**CITY ADMINISTRATOR'S BUDGET**

SALARIES	225,000.00
PRINTING	625.00
CONTRACTUAL SERVICES	12,500.00
POSTAGE	750.00
TRAVEL, TRAINING & MEETING EXPENSES	6,250.00
DUES, SUBSCRIPTIONS & PUBLICATIONS	3,125.00
UTILITIES	1,500.00
MAINT & REPAIR VEHICLES	0.00
OTHER OPERATING EXPENSES	3,125.00
OFFICE SUPPLIES	1,250.00
OPERATING SUPPLIES	500.00
EMPLOYEE RELATIONS	15,000.00
CAPITAL/EQUIPMENT	125,000.00
OFFICE EQUIPMENT	1,000.00
<b>TOTAL CITY ADMINISTRATOR'S BUDGET</b>	<b>395,625.00</b>

**TOTAL GOVERNING BODY****1,409,606.00****ACCOUNTS & FINANCE**

SALARIES AND WAGES	205,000.00
PRINTING	2,500.00
LEGAL PUBLICATIONS	2,438.00
POSTAGE	313.00
TRAVEL, TRAINING & MEETING EXPENSES	1,250.00
DUES, SUBSCRIPTIONS & PUBLICATIONS	594.00
GROUP INSURANCE	4,000,000.00
UTILITIES	750.00
OTHER OPERATING EXPENSES	2,500.00
OFFICE SUPPLIES	938.00
OPERATING SUPPLIES	200.00
OFFICE EQUIPMENT	5,000.00
EAST PEORIA YOUTH GRANTS	1,700.00
CAPITAL BUILDING FUND/REVENUE SHARING	1,250,000.00
DEVELOPMENT AGREEMENTS/SP. REV.	250,000.00
CABLE TV FRANCHISE SHARING	200,000.00
<b>TOTAL ACCOUNTS &amp; FINANCE</b>	<b>5,923,183.00</b>

**5,923,183.00****PLANNING & COMMUNITY DEVELOPMENT**

SALARIES AND WAGES	215,000.00
CONSULTANT FEES	12,500.00
PRINTING	625.00
POSTAGE	625.00
TRAVEL, TRAINING & MEETING EXPENSES	3,750.00
DUES, SUBSCRIPTIONS & PUBLICATIONS	2,813.00
UTILITIES	3,438.00
MAINTENANCE & REPAIR VEHICLES	1,000.00
FARMER'S MARKET	3,750.00
OTHER OPERATING EXPENSES	1,250.00
OFFICE SUPPLIES	1,563.00
MOTOR FUEL & LUBRICANTS	938.00
OPERATING SUPPLIES	625.00
GIS EXPENSES	9,375.00
NMTC DEAL PROCEEDS	50,000.00
OFFICE EQUIPMENT	1,500.00
<b>TOTAL PLANNING &amp; COMMUNITY DEVELOPMENT</b>	<b>308,752.00</b>

**308,752.00**

**VEHICLE MAINTENANCE DEPARTMENT**

WAGES & LABOR	245,000.00	
OVERTIME	31,375.00	
TRAVEL, TRAINING & MEETING EXPENSES	2,250.00	
MAINTENANCE & REPAIR EQUIPMENT	625.00	
MAINTENANCE & REPAIR VEHICLES	2,026.00	
OPERATING EXPENSES	8,351.00	
WELDING GASES	625.00	
CLOTHING & SAFETY EQUIPMENT	7,875.00	
MOTOR FUEL & LUBRICANTS	2,500.00	
OPERATING EQUIPMENT	3,625.00	
OPERATING SUPPLIES	625.00	
<b>TOTAL VEHICLE MAINTENANCE DEPARTMENT</b>		<b><u>304,877.00</u></b>

**DEPARTMENT OF PUBLIC PROPERTY**

MAINTENANCE WAGES	250,000.00	
OVERTIME	1,875.00	
PART TIME	78,256.00	
ENGINEERING & ARCHITECT FEES	1,250.00	
CONTRACTED INSPECTOR FEES	53,750.00	
CONTRACTUAL SERVICES	97,500.00	
PRINTING	750.00	
POSTAGE	438.00	
TRAVEL, TRAINING & MEETING EXPENSES	2,500.00	
DUES, SUBSCRIPTIONS & PUBLICATIONS	3,750.00	
UTILITIES -TELEPHONE	5,000.00	
UTILITIES -POWER & GAS	90,000.00	
MAINTENANCE & REPAIR BUILDINGS	12,500.00	
MAINTENANCE & REPAIR EQUIPMENT	16,250.00	
MAINTENANCE & REPAIR VEHICLES	5,000.00	
RENTAL PAYMENTS	1,250.00	
OTHER OPERATING EXPENSES	17,500.00	
DEMOLITIONS	37,500.00	
OFFICE SUPPLIES	3,750.00	
SAFETY EQUIPMENT & SUPPLIES	1,500.00	
MOTOR FUEL & LUBRICANTS	10,000.00	
CLEANING & MAINTENANCE SUPPLIES	19,375.00	
OPERATING SUPPLIES	1,250.00	
LAND & BUILDING PURCHASES	425,000.00	
OFFICE FURNITURE & FIXTURE	500.00	
OPERATING EQUIPMENT PURCHASES	80,000.00	
BUILDING CONSTRUCTION & IMPV.	50,000.00	
<b>TOTAL PUBLIC PROPERTY</b>		<b><u>1,266,444.00</u></b>

**INFORMATION TECHNOLOGY**

SALARIES AND WAGES	25,000.00	
CONTRACTUAL SERVICES	203,375.00	
TRAVEL, TRAINING & MEETING EXPENSES	-	
DUES, SUBSCRIPTIONS & PUBLICATIONS	-	
UTILITIES	60,000.00	
SOFTWARE LICENSING	125,000.00	
MAINT & REPAIR PRINTERS	25,000.00	
OTHER OPERATING EXPENSES	6,250.00	
OFFICE SUPPLIES	625.00	
OPERATING SUPPLIES	-	
HARDWARE	-	
OPERATING EQUIPMENT	45,000.00	
OFFICE EQUIPMENT	-	
		<b><u>490,250.00</u></b>

<b>GRAND TOTAL - GENERAL CORPORATE FUND</b>		<b><u>9,703,112.00</u></b>
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**B. FROM SPECIAL TAX LEVIES**

**POLICE PROTECTION FUND**

FOR POLICE PROTECTION AS PROVIDED UNDER THE PROVISIONS OF ORDINANCE NO. 331, SAID ORDINANCE BEING ENTITLED "AN ORDINANCE PROVIDING THAT THE QUESTION OF THE ADOPTION OF AN ACT PERMITTING CITIES AND VILLAGES CONTAINING LESS THAN 500,000 INHABITANTS TO LEVY A TAX OF NOT TO EXCEED 0.075 PERCENT FOR POLICE PROTECTION", CARRIED AND ADOPTED AT A GENERAL ELECTION HELD UPON APRIL 13, 1947 AND UNDER THE PROVISION OF ORDINANCE NO. 684 ADOPTED AUGUST 26, 1969, IMPOSING A TAX FOR POLICE PROTECTION AT THE RATE OF .15 PER CENT.

**POLICE DEPARTMENT**

POLICE SALARIES	4,500,000.00	
GRANT OVERTIME	40,000.00	
CLERICAL WAGES	235,000.00	
OVERTIME	300,000.00	
ANIMAL CONTROL	35,940.00	
CONTRACTUAL SERVICES	677,334.00	
PRINTING	6,256.00	
POSTAGE	2,225.00	
TRAINING & MEETING EXPENSE	68,750.00	
RANGE & AMMUNITION	9,375.00	
CLOTHING ALLOWANCE	85,250.00	
DUES, SUBSCRIPTIONS, & PUBLICATIONS	25,000.00	
REGISTRATION-SEX OFFENDER	1,000.00	
REGISTRATION-VIOLENT OFFENDER	1,000.00	
UTILITIES	56,250.00	
MAINTENANCE & REPAIR BUILDINGS	31,250.00	
MAINTENANCE & REPAIR EQUIPMENT	18,606.00	
MAINTENANCE & REPAIR VEHICLES	56,250.00	
MAINTENANCE & REPAIR RADIOS	12,500.00	
EQUIPMENT RENTAL	1,000.00	
OTHER OPERATING EXPENSES	20,000.00	
C.R.O. SUPPLIES	2,500.00	
ISP FINGERPRINTING	750.00	
OFFICE SUPPLIES	9,375.00	
MOTOR FUEL & LUBRICANTS	143,750.00	
CLEANING & MAINTENANCE SUPPLIES	3,749.00	
OPERATING SUPPLIES	5,013.00	
C.I.E.R.T.	8,125.00	
INTERGOVERNMENTAL AGREEMENT - MEG	8,429.00	
SPECIAL ENFORCEMENT EXPENSES	20,000.00	
DUI FUND EXPENSES	50,000.00	
K-9 EXPENSES	15,000.00	
POLICE VEHICLE FUND EXP DUI	40,000.00	
OFFICE EQUIPMENT PURCHASES	5,000.00	
OPERATING EQUIPMENT PURCHASES	225,000.00	
RADIO EQUIPMENT PURCHASES	5,000.00	
<b>TOTAL POLICE PROTECTION FUND</b>		<b><u>6,724,677.00</u></b>

**FIRE PROTECTION FUND**

FOR FIRE PROTECTION UNDER THE PROVISION OF FOR FIRE PROTECTION AS PROVIDED UNDER THE PROVISIONS OF ORDINANCE NO. 331, SAID ORDINANCE BEING ENTITLED "AN ORDINANCE PROVIDING THAT THE QUESTION OF THE ADOPTION OF AN ACT PERMITTING CITIES AND VILLAGES CONTAINING LESS THAN 500,000 INHABITANTS TO LEVY A TAX FOR FIRE PROTECTION", APPROVED JUNE 24, 1929, AND APPROVED BY THE VOTERS OF THE CITY OF EAST PEORIA, ILLINOIS, AT AN ELECTION HELD AT SAID CITY ON THE FIRST DAY OF APRIL, 1941, AS PROVIDED BY ORDINANCE NO. 284, AND UNDER THE PROVISIONS OF ORDINANCE NO. 685, IMPOSING A TAX FOR FIRE PROTECTION AT THE RATE OF .15 PERCENT AND UNDER THE PROVISIONS OF ORDINANCE 1725, ADOPTED SEPTEMBER 16, 1980, INCREASING THE TAX RATE FOR FIRE PROTECTION TO A NEW RATE OF .30 PERCENT.

**FIRE DEPARTMENT**

REGULAR SALARIES	4,500,000.00
OVERTIME	500,000.00
CONTRACTUAL SERVICES	200,000.00
NORTHERN TAZEWELL FIRE DEPT	85,000.00
PRINTING	313.00
POSTAGE	531.00
TRAINING & MEETING EXPENSES	31,250.00
NEW HIRE TRAINING	37,500.00
CLOTHING ALLOWANCE	30,000.00
DUES, SUBSCRIPTIONS, PUBLICATIONS	625.00
UTILITIES	47,500.00
INFORMATION TECHNOLOGY	31,250.00
MAINTENANCE & REPAIR-BUILDINGS	45,000.00
MAINTENANCE & REPAIR-EQUIPMENT	50,000.00
MAINTENANCE & REPAIR-VEHICLES	150,000.00
MAINTENANCE & REPAIR-RADIOS	10,000.00
2% FIRE TAX EXPENSE	56,250.00
OTHER OPERATING EXPENSES	8,750.00
FIRE PREVENTION	4,375.00
FIRE INVESTIGATIONS	5,000.00
MEDICAL TESTS	31,250.00
OFFICE SUPPLIES	3,125.00
CLOTHING SUPPLIES	43,750.00
MOTOR FUEL & LUBRICANTS	50,000.00
CLEANING & MAINT BUILDINGS	7,500.00
OPERATING SUPPLIES	6,250.00
OPERATING SUPPLIES EMS	62,500.00
OPERATING EQUIPMENT PURCHASES	125,000.00
RADIO EQUIPMENT SERVICES	10,000.00
AMBULANCE OVERPAYMENT REFUNDS	15,000.00
MEDICAL BILLING	56,250.00
<b>TOTAL FIRE PROTECTION FUND</b>	<b><u><u>6,203,969.00</u></u></b>

**GARBAGE COLLECTION & DISPOSAL FUND**

FOR GARBAGE COLLECTION AND DISPOSAL UNDER THE PROVISION OF ORDINANCE NO. 272, SAID ORDINANCE BEING ENTITLED "AN ORDINANCE PROVIDING FOR THE COLLECTION AND DISPOSAL OF GARBAGE IN THE CITY OF EAST PEORIA, ILLINOIS, AND MAKING APPROPRIATIONS TO THE DEPARTMENT OF PUBLIC HEALTH AND SAFETY FOR SUCH PURPOSES" AND UNDER THE PROVISIONS OF RESOLUTION NO. 60, DATED DECEMBER 27, 1951, INCREASING THE PERMISSIBLE TAX RATE BY 10 PERCENT, AND UNDER THE PROVISIONS OF ORDINANCE NO. 538 DATED DECEMBER 21, 1965, ENTITLED "AN ORDINANCE INCREASING THE GARBAGE TAX IN THE CITY OF EAST PEORIA, ILLINOIS."

**SOLID WASTE DEPARTMENT**

LABOR & WAGES	225,000.00	
OVERTIME	35,000.00	
CLEANUP	45,000.00	
LANDFILL FEES	575,000.00	
RECYCLING TIPPING FEES	65,000.00	
CLOTHING ALLOWANCE	1,875.00	
MAINTENANCE & REPAIR-VEHICLES	94,000.00	
OTHER OPERATING EXPENSES	50,000.00	
CREDIT CARD FEES	4,000.00	
CLOTHING & SAFETY EQUIPMENT	2,500.00	
MOTOR FUEL & LUBRICANTS	56,250.00	
OPERATING EQUIPMENT PURCHASES	250,000.00	
OPERATING SUPPLIES	5,000.00	
<b>TOTAL SOLID WASTE DEPARTMENT</b>		<b><u>1,408,625.00</u></b>

**EMERGENCY SERVICES AND DISASTER ASSISTANCE (ESDA)**

FOR EAST PEORIA EMERGENCY SERVICES AND DISASTER ASSISTANCE (ESDA) UNDER THE PROVISION OF ORDINANCE NO. 1764 ADOPTED MARCH 10, 1981, IN ACCORDANCE WITH THE ILLINOIS EMERGENCY SERVICES AND DISASTER ACT OF 1975 AND IN ACCORDANCE WITH SECTION 8-3-16 OF THE ILLINOIS MUNICIPAL CODE.

MAINT & REPAIR EQUIPMENT	20,000.00	
UTILITIES	1,500.00	
OTHER OPERATING EQUIPMENT PURCHASES	10,000.00	
OPERATING EQUIPMENT PURCHASES	75,000.00	
<b>TOTAL EMERGENCY SERVICES AND DISASTER ASSISTANCE (ESDA)</b>		<b><u>106,500.00</u></b>

**PUBLIC BENEFIT FUND**

FOR THE PUBLIC BENEFIT FUND AS PROVIDED FOR UNDER THE PROVISIONS OF ORDINANCE NO. 140, SAID ORDINANCE BEING ENTITLED "AN ORDINANCE PROVIDING FOR THE LEVY AND COLLECTION OF A PUBLIC BENEFIT TAX IN THE CITY OF EAST PEORIA, ILLINOIS", A SPECIAL TAX NOT EXCEEDING ONE MILL ON THE DOLLAR, AND UNDER THE PROVISIONS OF RESOLUTION NO. 57, DATED DECEMBER 27, 1951, INCREASING THE PERMISSIBLE TAX RATE BY 10 PERCENT.

<b>TOTAL PUBLIC BENEFIT FUND</b>		<b><u>10,000.00</u></b>
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**MUNICIPAL RETIREMENT FUND**

FOR THE ILLINOIS MUNICIPAL RETIREMENT FUND UNDER THE PROVISIONS OF SECTIONS 40ILCS 5/7-124 AND 5/7-171, ILLINOIS REVISED STATUTES.

<b>TOTAL MUNICIPAL RETIREMENT FUND</b>		<b><u>615,000.00</u></b>
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**SOCIAL SECURITY CONTRIBUTION FUND**

FOR THE COST OF PARTICIPATION IN THE FEDERAL SOCIAL SECURITY INSURANCE PROGRAM AND THE FEDERAL MEDICARE PROGRAM UNDER THE PROVISIONS OF 40 ILCS 5/21-110 AND 5/21-110.1, ILLINOIS REVISED STATUTES.

<b>TOTAL SOCIAL SECURITY CONTRIBUTION FUND</b>		<b><u>625,000.00</u></b>
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**FIREMEN'S PENSION FUND**

FOR THE FIREMEN'S PENSION FUND UNDER THE PROVISIONS OF AN ACT TO CREATE A FIREMEN'S PENSION FUND IN CITIES, INCORPORATED TOWNS, VILLAGES, AND FIRE DISTRICTS HAVING A POPULATION NOT LESS THAN 4,000 AND NOT MORE THAN 200,000 INHABITANTS, AS AMENDED, AS PROVIDED AT 40 ILCS 5/4-101 ET. SEQ.

PAYMENTS TO THE EAST PEORIA FIRE PENSION FUND	2,250,000.00	
ACTUARIAL SERVICES	<u>15,000.00</u>	
<b>TOTAL FIREMEN'S PENSION FUND</b>		<b><u><u>2,265,000.00</u></u></b>

**POLICE PENSION FUND**

FOR THE POLICE PENSION FUND UNDER THE PROVISION OF AN ACT TO PROVIDE OF THE SETTING APART, FORMATION AND DISBURSEMENT OF A POLICE PENSION FUND IN CITIES, VILLAGES AND INCORPORATED TOWNS HAVING A POPULATION OF NOT MORE THAN 200,000 INHABITANTS, APPROVED JUNE 14, 1909, AS AMENDED, AND AS PROVIDED AT 40 ILCS 5/3-101 ET. SEQ.

PAYMENTS TO THE EAST PEORIA POLICE PENSION FUND	2,400,000.00	
ACTUARIAL SERVICES	<u>15,000.00</u>	
<b>TOTAL POLICE PENSION FUND</b>		<b><u><u>2,415,000.00</u></u></b>

**BOND AND INTEREST LEVY FUND**

FOR THE RETIREMENT OF GENERAL OBLIGATION REFUNDING BONDS, SERIES B OF 1985, AND PAYMENT OF INTEREST UNDER THE PROVISIONS OF ORDINANCE NO. 2091, ADOPTED NOVEMBER 19, 1985.

<b>TOTAL BOND AND INTEREST LEVY FUND</b>		<b><u><u>150,000.00</u></u></b>
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**STREET & BRIDGE FUND**

WAGES & LABOR	1,275,000.00	
OVERTIME	150,000.00	
ENGINEERING FEES	21,500.00	
CONTRACTUAL SERVICES	20,000.00	
TRAVEL, TRAINING & MEETING EXP.	4,100.00	
CLOTHING ALLOWANCE	10,625.00	
MAINTENANCE & REPAIR-EQUIPMENT	29,000.00	
MAINTENANCE & REPAIR-VEHICLES	137,725.00	
MAINTENANCE & REPAIR-TRAFFIC SIGNALS	66,250.00	
MAINTENANCE & REPAIR-STORM SEWERS	210,000.00	
ST. LIGHT MAINTENANCE	37,000.00	
STREET LIGHT/SIGNAL LOCATES	30,375.00	
EQUIPMENT RENTAL	23,750.00	
OTHER OPERATING EXPENSES	60,000.00	
CLOTHING & SAFETY EQUIPMENT	11,650.00	
MOTOR FUEL & LUBRICANTS	88,750.00	
STREET REPAIR & MAINT SUPPLIES	517,500.00	
OPERATING SUPPLIES	6,250.00	
CULVERT PURCHASES	6,250.00	
STREET SIGNS & POSTS	16,875.00	
OPERATING EQUIPMENT PURCHASES	200,000.00	
AUTOMOTIVE EQUIPMENT PURCHASES	25,000.00	
RADIO EQUIPMENT PURCHASES	5,000.00	
STREET PAVING & RESURFACING	250,000.00	
CURB & SIDEWALK CONSTRUCTION	15,000.00	
<b>TOTAL STREET &amp; BRIDGE FUND</b>		<b><u><u>3,217,600.00</u></u></b>

**MUNICIPAL AUDIT FUND**

APPROPRIATED TO MEET THE COST OF ALL AUDITING AND REPORTS THERE UNDER FROM THE PROCEEDS OF A MUNICIPAL AUDITING TAX IMPOSED IN ACCORDANCE WITH THE PROVISIONS OF SECTION 8-8-8 OF THE ILLINOIS MUNICIPAL CODE, WHICH IS IN ADDITION TO ALL OTHER TAXES.

<b>TOTAL MUNICIPAL AUDIT FUND</b>		<b><u><u>100,000.00</u></u></b>
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**SCHOOL CROSSING GUARD FUND**

APPROPRIATED FOR COMPENSATING SCHOOL CROSSING GUARDS FROM THE PROCEEDS OF A SPECIAL TAX IMPOSED IN ACCORDANCE WITH THE PROVISIONS OF SECTION 11-80-23 OF THE ILLINOIS MUNICIPAL CODE, AT A RATE WHICH SHALL NOT EXCEED .02 PERCENT OF THE VALUE OF ALL TAXABLE PROPERTY, WHICH IS IN ADDITION TO ALL OTHER TAXES.

<b>TOTAL SCHOOL CROSSING GUARD FUND</b>		<b><u><u>5,000.00</u></u></b>
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**SEWER CHLORINATION FUND**

APPROPRIATED FOR PAYING THE EXPENSES OF THE CHLORINATION AND DISINFECTING OF SEWAGE FROM THE PROCEEDS OF A SPECIAL TAX IMPOSED IN ACCORDANCE WITH THE PROVISIONS OF SECTION 11-142-3 OF THE ILLINOIS MUNICIPAL CODE, AT A RATE WHICH SHALL NOT EXCEED .02 PERCENT OF THE VALUE OF ALL TAXABLE PROPERTY, WHICH IS IN ADDITION TO ALL OTHER TAXES.

<b>TOTAL SEWER CHLORINATION FUND</b>		<b><u><u>5,000.00</u></u></b>
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**STREET LIGHTING FUND**

APPROPRIATED FOR STREET LIGHTING FROM PROCEEDS OF A SPECIAL TAX IMPOSED IN ACCORDANCE WITH THE PROVISIONS OF SECTION 11-80-5 OF THE ILLINOIS MUNICIPAL CODE, AT A RATE WHICH SHALL NOT EXCEED .05 PERCENT OF THE VALUE OF ALL TAXABLE PROPERTY, WHICH IS IN ADDITION TO ALL OTHER TAXES.

<b>TOTAL STREET LIGHTING FUND</b>		<b><u><u>250,000.00</u></u></b>
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**WORKERS' COMPENSATION AND LIABILITY INSURANCE FUND**

APPROPRIATED FOR THE PURCHASE OF WORKERS' COMPENSATION INSURANCE AND LIABILITY INSURANCE, OR TO PROVIDE A FUND FOR SELF INSURANCE, FROM THE PROCEEDS OF A SPECIAL TAX IMPOSED IN ACCORDANCE WITH THE PROVISIONS OF 745 ILCS 10/9-107, WHICH IS IN ADDITION TO ALL OTHER TAXES.

**TOTAL WORKERS' COMPENSATION & LIABILITY INSURANCE FUND** 2,000,000.00

**UNEMPLOYMENT INSURANCE FUND**

APPROPRIATED TO PAY THE COST OF PROVIDING PROTECTION FOR THE CITY AND ITS EMPLOYEES AGAINST LIABILITY UNDER THE UNEMPLOYMENT INSURANCE ACT UNDER THE PROVISIONS OF ORDINANCE NO. 1718, ADOPTED SEPTEMBER 9, 1980.

**TOTAL UNEMPLOYMENT INSURANCE FUND** 500,000.00

**EASTSIDE CENTRE**

SALARIES AND WAGES	160,000.00
PART-TIME WAGES	225,000.00
COMMISSIONS	5,000.00
OVERTIME WAGES	1,000.00
CONTRACTS	60,000.00
PRINTING	625.00
ADVERTISING, MARKETING	3,125.00
POSTAGE	0.00
TRAVEL, TRAINING, MEETING EXPENSE	2,500.00
ELEC GAS-BASEBALL	17,500.00
ELEC GAS/PUMP HOUSE	3,750.00
ELEC GAS/REC BLDG	55,000.00
ELEC GAS/SOCCER	5,000.00
ELEC GAS/SOFTBALL	15,625.00
ELEC/SIGN	1,875.00
INS COMPREHENSIVE	40,000.00
PHONE	1,000.00
BLDG MAINT SUPPLIES	16,250.00
MAINTENANCE - EQUIPMENT	17,500.00
MAINT-VEHICLE/EQUIP	625.00
RENTAL EXPENSE	6,250.00
SALES TAX EXPENSE	15,000.00
MISC. GENERAL	6,250.00
FITNESS PROGRAMMING	5,625.00
OFFICE SUPPLIES	1,250.00
SAFETY EQUIP & SUPPLIES	1,875.00
MOTOR FUEL & LUBRICANTS	1,000.00
CONCESSIONS FOOD/BEVERAGE	106,250.00
CONCESSIONS SUPPLIES	1,000.00
CLEAN & MAINT SUPPLIES	5,000.00
GROUNDS/FIELDS MAINTENANCE	40,500.00
BLDG CONST & IMPROVEMENTS	5,000.00
OPERATING EQUIPMENT PURCHA	50,000.00
<b>TOTAL EASTSIDE CENTRE</b>	<b><u><u>876,375.00</u></u></b>

**HOTEL-MOTEL TAX FUND**

WAGES & LABOR	215,000.00	
FESTIVAL LABOR	75,000.00	
FESTIVAL OVERTIME DEPTS	10,000.00	
PART TIME MOWING ESC 1/2	50,000.00	
PART TIME MOWING CITY	150,000.00	
SPECIAL EVENTS LABOR	25,000.00	
CONTRACTS	35,000.00	
PRINTING	2,500.00	
POSTAGE	625.00	
TRAVEL, TRAINING, MEETING EXPENSE	625.00	
DUES, SUBSCRIPTIONS, PUBLICATIONS	625.00	
PHONE	3,750.00	
HISTORICAL ENDOWMENT	2,500.00	
MISCELLANEOUS OPERATING EXP.	12,500.00	
BEAUTIFICATION COMMISSION	6,250.00	
FOL OTHER OPERATING EXP	5,000.00	
FOL PARADE	75,000.00	
FOL CITY LIGHTING	3,125.00	
FOL ENCHANTED FOREST	1,875.00	
FOL ADVERTISING	25,000.00	
FOL TOURISM/PUBLIC RELATIONS	37,500.00	
FOL CLASSIC	10,625.00	
QUEEN CONTEST	2,500.00	
SOUVENIRS/CONCESSIONS	0.00	
OFFICE SUPPLIES	625.00	
CLOTHING & SAFETY SUPPLIES	1,250.00	
WINTER WONDERLAND	90,000.00	
FOL BUILDING EXPENSES	37,500.00	
TOURISM PROMOTION-WEB SITE	15,000.00	
GROUNDS/FIELD MAINT ESC	43,750.00	
CITY DOWNTOWN LANDSCAPING	75,000.00	
OFFICE EQUIPMENT	0.00	
CHAMBER OF COMMERCE & EDC PROJ	19,250.00	
FOL CAPITAL IMPROVEMENTS	1,000,000.00	
PACVB	55,000.00	
<b>TOTAL HOTEL-MOTEL TAX FUND</b>		<b><u>2,087,375.00</u></b>

**MARINA DEBT SERVICE**

DIST TO OTHER TAX DIST	145,000.00	
REPAY GAMING	670,000.00	
<b>TOTAL MARINA DEBT SERVICE</b>		<b><u>815,000.00</u></b>

**CAMP STREET TIF**

ENGINEERING FEES	150,125.00	
LEGAL FEES	100,000.00	
MAINTENANCE & REPAIR-BUILDINGS	50,000.00	
CONSULTING FEES	5,000.00	
OTHER OPERATING EXPENSES	93,750.00	
PROPERTY TAX EXPENSE	537,500.00	
BIKE TRAIL IDNR/ITEP	25,000.00	
CONSTRUCTION	650,000.00	
CAMP STREET DEBT SERVICE INT.	15,000.00	
2012-F BONDS INTEREST	30,000.00	
2007 BONDS INTEREST	800,000.00	
2010-A INTEREST	600,000.00	
2014 INTEREST	775,000.00	
2016-C INTEREST	40,000.00	
CAMP STREET DEBT SERVICE PRINC.	65,000.00	
2012-F BONDS PRINCIPAL	300,000.00	
2007 BONDS PRINCIPAL	10,000.00	
2016-C PRINCIPAL	1,650,000.00	
2014 PRINCIPAL	1,000,000.00	
2010-A PRINCIPAL	1,250,000.00	
<b>TOTAL CAMP STREET TIF</b>		<b><u>8,146,375.00</u></b>

**W. WASHINGTON STREET TIF**

ENGINEERING FEES	30,000.00	
LEGAL FEES	30,000.00	
CONSULTING FEES	20,000.00	
TRAVEL, TRAINING & MEETING EXP.	5,000.00	
OTHER OPERATING EXPENSES	100,000.00	
STREET PAVING & RESURFACING	100,000.00	
TRANSFER TO CAMP ST. TIF	100,000.00	
SALES TAX REBATE	2,000,000.00	
2012-A BOND INTEREST	100,000.00	
2012-B BOND INTEREST	100,000.00	
2012-C BOND INTEREST	75,000.00	
2012-D BOND INTEREST	50,000.00	
2013-B BOND INTEREST (REF 08 BONDS)	150,000.00	
2016-A INTEREST	250,000.00	
2016-B INTEREST	100,000.00	
2012-A BOND PRINCIPAL	200,000.00	
2012-B BOND PRINCIPAL	200,000.00	
2012-C BOND PRINCIPAL	600,000.00	
2012-D BOND PRINCIPAL	250,000.00	
2013-B BOND PRINCIPAL (REF 08 BONDS)	575,000.00	
2016-A PRINCIPAL	10,000.00	
2016-B PRINCIPAL	10,000.00	
CAT/CAMP STREET PROPERTY LOAN PYMT	600,000.00	
<b>TOTAL W. WASHINGTON STREET TIF</b>		<b><u>5,655,000.00</u></b>

C. FROM WATER AND SEWER FUND REVENUES

**OPERATIONS AND MAINTENANCE ACCOUNT**

**WATER DEPARTMENT**

SALARIES & WAGES	925,000.00	
CLERICAL SALARIES	80,000.00	
OVERTIME	135,000.00	
IMRF	275,000.00	
ADMIN FEE / ERI	300,000.00	
ENGINEERING FEES	25,000.00	
AUDIT FEES	30,000.00	
ATTORNEY'S FEES	145,000.00	
SOCIAL SECURITY	80,000.00	
CONTRACTUAL SERVICES	100,000.00	
PRINTING	20,000.00	
POSTAGE	40,000.00	
TRAVEL, TRAINING & MEETING EXP	5,938.00	
CLOTHING ALLOWANCE	12,500.00	
INSURANCE	375,000.00	
UTILITIES-BUILDING & OFFICES	26,250.00	
UTILITIES-PUMPING	390,000.00	
INFORMATION TECHNOLOGY	70,000.00	
MAINTENANCE & REPAIR-BUILDINGS	65,000.00	
MAINTENANCE & REPAIR-EQUIPMENT	97,000.00	
MAINTENANCE & REPAIR-VEHICLES	40,000.00	
EQUIPMENT RENTAL	5,000.00	
OTHER OPERATING EXPENSES	15,000.00	
CREDIT CARD FEES	25,000.00	
OFFICE SUPPLIES	7,500.00	
CLOTHING SUPPLIES	6,875.00	
METER PARTS & REPAIRS	1,875.00	
MOTOR FUEL & LUBRICANTS	75,000.00	
BUILDING MAINTENANCE AND SUPPLIES	1,800.00	
WATER MAIN REPAIR SUPPLIES	118,750.00	
WATER TREATMENT SUPPLIES	88,125.00	
METERS	25,000.00	
PIPE & FITTINGS	75,000.00	
OPERATING SUPPLIES	10,000.00	
FIRE HYDRANT SUPPLIES	25,000.00	
CLAIMS & JUDGMENTS	20,000.00	
OFFICE EQUIPMENT PURCHASES	8,000.00	
OPERATING EQUIPMENT PURCHASES	181,250.00	
AUTOMOTIVE EQUIPMENT PURCHASES	50,000.00	
RADIO EQUIPMENT PURCHASES	2,000.00	
WATER MAIN CONSTRUCTION	200,000.00	
WELL CONSTRUCTION	75,000.00	
<b>TOTAL SCHEDULE B WATER DEPARTMENT BUDGET</b>		<b><u>4,252,863.00</u></b>

**SEWER DEPARTMENT**

SALARIES & WAGES	650,000.00	
CLERICAL SALARIES	85,000.00	
OVERTIME	100,000.00	
ADMIN FEE / ERI	300,000.00	
SOCIAL SECURITY	60,000.00	
ENGINEERING FEES-OPERATIONS	125,000.00	
TRAVEL, TRAINING & MEETING EXP	6,000.00	
DUES, SUBSCRIPTIONS & PUBLICATIONS	7,500.00	
INSURANCE	275,000.00	
UTILITIES-BUILDING & OFFICES	7,987.50	
UTILITIES-PUMPING	460,637.50	
MAINTENANCE & REPAIR-BUILDINGS	8,700.00	
MAINTENANCE & REPAIR-VEHICLES	20,275.00	
MAINTENANCE & REPAIR-SEWER	25,750.00	
OTHER OPERATING EXPENSES	30,000.00	
MAINTENANCE & REPAIR-PLANT 1	61,500.00	
MAINTENANCE & REPAIR-PLANT 3	22,501.25	
SLUDGE PROCESSING & HANDLING	71,000.00	
MAINTENANCE \$ REPAIR-LIFT STATIONS	60,000.00	
LABORATORY SUPPLIES & EXPENSES	50,000.00	
CLOTHING & SAFETY EQUIPMENT	6,875.00	
MOTOR FUEL & LUBRICANTS	30,000.00	
OTHER OPERATING SUPPLIES	18,562.50	
OPERATING EQUIPMENT PURCHASES	30,000.00	
AUTOMOTIVE EQUIPMENT PURCHASES	125,000.00	
RADIO EQUIPMENT PURCHASES	1,000.00	
SEWER EXTENSIONS	20,000.00	
<b>TOTAL SCHEDULE C SEWER DEPARTMENT BUDGET</b>		<b><u><u>2,658,288.75</u></u></b>

**SEWER MAINTENANCE DEPARTMENT**

SALARIES & WAGES	325,000.00	
OVERTIME	50,000.00	
SOCIAL SECURITY	30,000.00	
CLOTHING ALLOWANCE	5,625.00	
INSURANCE	60,000.00	
MAINT & REPAIR VEHICLES	20,750.00	
OTHER OPERATING EXP	3,750.00	
MAINT & REPAIR LIFT STATION	80,000.00	
CLOTHING & SAFETY EQUIPMENT	1,250.00	
MOTOR FUEL & LUBRICANTS	50,000.00	
OPERATING SUPPLIES	10,000.00	
OPERATING EQUIPMENT PURCHASES	30,000.00	
VACTOR TRUCK (LOAN)	100,950.25	
<b>TOTAL SEWER MAINTENANCE DEPARTMENT</b>		<b><u><u>767,325.25</u></u></b>

**BOND AND INTEREST ACCOUNT**

BOND ISSUE EXPENSE	2,000.00	
BANK COLL. FEES	2,500.00	
2012-E SERIES REF 2002-A&B INTEREST	15,000.00	
AUTO METER READ LOAN	195,000.00	
2012-E SERIES REF 2002-A&B PRINCIPAL	170,000.00	
1998 WASTEWATER IMP. PAYMENT	0.00	
2000 MEADOW AVE PLANT PROJECT	0.00	
CILCO LANE/KEAYES AVE WATER MAIN	75,000.00	
WWTP#1 RAS STATION	75,000.00	
CENTENNIAL WTP	250,000.00	
<b>TOTAL BOND AND INTEREST ACCOUNT</b>		<b><u>784,500.00</u></b>

**RECURRING CAPITAL IMPROVEMENT ACCOUNT-WATER**

MAINT & REPAIR RESERVOIR/TANKS	100,000.00	
MISC. EXPENSE	43,000.00	
WELL PUMPS, EQUIPMENT & INSTRUMENT	75,000.00	
WATER MAIN CONSTRUCTION	125,000.00	
<b>TOTAL RECURRING CAPITAL IMPROVEMENT ACCOUNT-W</b>		<b><u>343,000.00</u></b>

**IMPROVEMENT & REPLACEMENT ACCOUNT-SEWER**

MAINT & REPAIR STRUCTURES	300,000.00	
SEWER PUMPS, EQUIPMENT & INSTRUMENT	25,000.00	
SEWER CONSTRUCTION	40,000,000.00	
<b>TOTAL IMPROVEMENT &amp; REPLACEMENT ACCOUNT-SEWER</b>		<b><u>40,325,000.00</u></b>

**D. APPROPRIATED FROM MOTOR FUEL TAX FUNDS**

**MOTOR FUEL TAX FUND**

ENGINEERING FEES	75,000.00	
MISCELLANEOUS EXPENSE	20,000.00	
STREET PAVING & RESURFACING	1,000,000.00	
BRIDGE CONSTRUCTION	20,000.00	
<b>TOTAL MOTOR FUEL TAX FUND</b>		<b><u>1,115,000.00</u></b>

**E. APPROPRIATED FROM REVOLVING LOAN GRANT FUNDS**

**REVOLVING LOAN GRANT FUND**

FOR REVOLVING LOANS TO BUSINESSES FROM COMMUNITY DEVELOPMENT ASSISTANCE PROGRAM GRANTS PROVIDED BY THE ILLINOIS DEPARTMENT OF COMMERCE & COMMUNITY AFFAIRS (DCCA)		<b><u>500,000.00</u></b>
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**F. APPROPRIATED FROM RIVERBOAT GAMING FUNDS**

**RIVERBOAT GAMING FUNDS**

DISTRIBUTION-GRANT DISPERSMENTS	0.00	
DISTRIBUTION-CITY OF PEORIA	3,000,000.00	
DISTRIBUTION-PUBLIC WORKS	50,000.00	
DISTRIBUTION-POLICE	50,000.00	
DISTRIBUTION-FIRE/AMBULANCE	50,000.00	
DISTRIBUTION-PLANNING & COMM. DEV	25,000.00	
DISTRIBUTION-ADMINISTRATION	325,000.00	
DISTRIBUTION-IT HARDWARE	100,000.00	
DISTRIBUTION-OTHER CAPITAL EXPENDITURES	100,000.00	
DISTRIBUTION-CAPITAL PROJECTS	25,000.00	
DISTRIBUTION-TIFIII/MARINA	25,000.00	
DISTRIBUTION-CAMP ST. TIF LOAN	3,000,000.00	
DISTRIBUTION-W.WASHINGTON TIF LOAN	250,000.00	
<b>TOTAL RIVERBOAT GAMING FUNDS</b>		<b><u>7,000,000.00</u></b>

**G. APPROPRIATED FROM EASTPORT MARINA**

**EASTPORT MARINA OPERATIONS FUNDS**

SALARIES	185,000.00	
MANAGEMENT FEES	95,000.00	
FUEL	200,000.00	
INSURANCE/WORK COMP	27,500.00	
INSURANCE/HEALTH	50,000.00	
INSURANCE/LIABILITY	35,000.00	
SALES TAX EXPENSE	10,000.00	
INTERNAL DAMAGE	5,000.00	
MERCHANDISE	7,500.00	
UNIFORMS	2,000.00	
OFFICE SUPPLIES	5,000.00	
ACCOUNTING/DATA PROCESSING	1,875.00	
ADVERTISING	15,000.00	
DETAILING	17,500.00	
UTILITIES	75,000.00	
BANK CHARGES	10,000.00	
CELL/PHONE LINES/OFFICE WI-FI	6,250.00	
CABLE	12,500.00	
MISCELLANEOUS	10,000.00	
DUES AND SUBSCRIPTIONS	1,500.00	
CONTRIBUTIONS	1,000.00	
PROMOTIONS/EVENTS	5,000.00	
CONDO DUES	20,000.00	
MAINTENTANCE SUPPLIES	2,500.00	
CLEANING SUPPLIES	20,000.00	
VEHICLE OPERATION	10,000.00	
GENERAL MAINT	6,250.00	
PUMPOUTS	1,000.00	
SECURITY	12,000.00	
LANDSCAPING	12,000.00	
PEST CONTROL	8,000.00	
SERVICE PARTS	75,000.00	
CAPITAL EXPENSES	250,000.00	
<b>TOTAL EASTPORT MARINA OPERATING FUNDS</b>		<b><u>1,194,375.00</u></b>

**GRAND TOTAL ALL FUNDS**

**SUMMARY**

**A. APPROPRIATED FROM GENERAL CORPORATE TAXES AND REVENUE:**

Department of Governing Body	1,409,606.00
Department of Accounts & Finance	5,923,183.00
Department of Planning & Development	308,752.00
Department of Vehicle Maintenance	304,877.00
Department of Public Property	1,266,444.00
Department of Information Technology	490,250.00
<b>TOTAL</b>	<u>9,703,112.00</u>

**B. APPROPRIATED FROM SPECIAL TAX LEVIES:**

Police Protection Fund	6,724,677.00
Fire Protection Fund	6,203,969.00
Garbage Collection & Disposal Fund	1,408,625.00
Emergency Services & Disaster Fund	106,500.00
Public Benefit Fund	10,000.00
Municipal Retirement Fund	615,000.00
Social Security Contribution Fund	625,000.00
Fire Pension Fund	2,265,000.00
Police Pension Fund	2,415,000.00
Bond & Interest	150,000.00
Street & Bridge Fund	3,217,600.00
Municipal Audit Fund	100,000.00
School Crossing Guard Fund	5,000.00
Sewer Chlorination Fund	5,000.00
Street Lighting Fund	250,000.00
Workers' Compensation & Liab. Insurance Fund	2,000,000.00
Unemployment Insurance Fund	500,000.00
Hotel-Motel Tax Fund	2,087,375.00
EastSide Centre Fund	876,375.00
Special Allocation/Dist III Marina Fund	815,000.00
Camp Street TIF	8,146,375.00
W. Washington Street TIF	5,655,000.00
<b>TOTAL</b>	<u>44,181,496.00</u>

**C. APPROPRIATED FROM WATER AND SEWER FUND REVENUES:**

Water Department	4,252,863.00
Sewer Department	2,658,288.75
Sewer Maintenance Department	767,325.25
Bond & Interest Account	784,500.00
Recurring Capital Improvement Account - Water	343,000.00
Recurring Capital Improvement Account - Sewer	40,325,000.00
<b>TOTAL</b>	<u>49,130,977.00</u>

**D. APPROPRIATED FROM MOTOR FUEL TAX FUNDS** 1,115,000.00

**E. APPROPRIATED FROM REVOLVING LOAN GRANT FUNI** 500,000.00

**F. APPROPRIATED FROM RIVERBOAT FUNDS** 7,000,000.00

**G. APPROPRIATED FROM MARINA FUNDS** 1,194,375.00

**GRAND TOTAL ALL FUNDS** 112,824,960.00

Section 2. All unexpended balances of any item or items or any general or special appropriation made by this ordinance may be expended in making up any deficiency in any item or items in the same general appropriation and for the same general purpose, or in like appropriation made by this ordinance.

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

Section 4. This ordinance and its provisions are hereby declared and stated to be urgent and necessary for the immediate preservation of the public health and safety of the City of East Peoria, Illinois.

Section 5. This ordinance shall be in full force and effect from and after its passage, approval and publication thereof, as required by law.

\_\_\_\_\_ Day of \_\_\_\_\_, 2020

Approved:

\_\_\_\_\_ Mayor

Attest:

\_\_\_\_\_ City Clerk

Examined and Approved:

\_\_\_\_\_ Corporate Counsel

**CITY OF EAST PEORIA**

**COMPARISON - 2019-2020 APPROPRIATIONS AND 2020-2021 APPROPRIATIONS**

<b>FUND</b>	<b>2019-2020 APPROPRIATIONS</b>	<b>2020-2021 APPROPRIATIONS</b>
General Corporate	9,133,015	9,703,112
Police Protection	6,885,744	6,724,677
Fire Protection	5,660,250	6,203,969
Garbage Collection & Disposal	1,410,500	1,408,625
Emergency Services & Disaster	106,500	106,500
Public Benefit	10,000	10,000
Municipal Retirement	615,000	615,000
Social Security	625,000	625,000
Fire Pension Fund	2,265,000	2,265,000
Police Pension Fund	2,315,000	2,415,000
Bond & Interest	150,000	150,000
Street & Bridge	3,680,125	3,217,600
Municipal Audit	100,000	100,000
School Crossing Guard	5,000	5,000
Sewer Chlorination	45,000	5,000
Street Lighting	250,000	250,000
Workers' Comp. & Liability Insurance	1,500,000	2,000,000
Unemployment Insurance	50,000	500,000
Hotel - Motel Tax	1,593,000	2,087,375
Eastside Centre	862,563	876,375
TIF Dist III/Marina	815,000	815,000
Camp Street TIF	7,690,000	8,146,375
W. Washington Street TIF	5,825,000	5,655,000
Water & Sewer	49,019,449	49,130,977
Motor Fuel Tax Fund	840,000	1,115,000
Revolving Loan Fund	500,000	500,000
Riverboat Gaming Fund	7,700,000	7,000,000
EastPort Marina	1,109,125	1,194,375
<b>GRAND TOTAL ALL FUNDS</b>	<b>110,760,271</b>	<b>112,824,960</b>

**RESOLUTION NO. 1920-124**

**East Peoria, Illinois**

**\_\_\_\_\_, 2020**

**RESOLUTION BY COMMISSIONER \_\_\_\_\_**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF EAST PEORIA, TAZEWELL COUNTY, ILLINOIS, THAT** the Working Cash Budget, hereto attached, for various funds of the City of East Peoria for the Fiscal Year May 1, 2020 to April 30, 2021 for the purpose of Internal Administrative Control of Cash Expenditures be hereby approved and that this Resolution No. 1920-124 be adopted as presented.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

**CITY OF EAST PEORIA, ILLINOIS**

# **ANNUAL BUDGET**

**FISCAL YEAR ENDING APRIL 30, 2021**



**MAYOR**  
John P. Kahl

**COMMISSIONERS**  
Daniel Decker      Mark Hill  
Michael Sutherland      Seth Mingus

FUND: GENERAL CORPORATE FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----					0	
BEGINNING BALANCE						0
REVENUES						
01-00-0-300	PROPERTY TAXES	0	0	0	0	0%
01-00-0-301	PYMNT-LEU OF PROPERTY TAX	15,000	15,000	22,500	15,000	0%
01-00-0-302	NON-HOME RULE SALES TAX	9,250,000	4,808,812	7,213,219	7,882,000	(14%)
01-00-0-303	1% MUNICIPAL SALES TAXES	7,500,000	4,096,283	6,144,424	6,651,400	(11%)
01-00-0-307	OUT OF STATE USE TAX	700,000	368,584	552,877	750,000	7%
01-00-0-311	STATE INCOME TAXES	2,075,000	1,381,194	2,071,792	1,908,300	(8%)
01-00-0-313	STATE REPLACEMENT TAXES	0	939,100	1,408,650	1,800	0%
01-00-0-314	AUTO RENTAL TAX	10,000	7,632	11,449	12,500	25%
01-00-0-320	LIQUOR LICENSES	120,000	27,837	41,756	123,750	3%
01-00-0-321	DOG FINES	2,000	825	1,237	2,000	0%
01-00-0-323	TRAILER PARK LICENSES	200	0	0	200	0%
01-00-0-328	CONTRACTUAL RECEIPTS	4,000	2,145	3,217	4,250	6%
01-00-0-329	OTHER LICENSES	9,000	1,382	2,073	7,500	(16%)
01-00-0-330	FINES COLLECTED	250,000	123,011	184,517	250,000	0%
01-00-0-331	DEPARTMENTAL SALES GASOLINE	0	160	240	0	0%
01-00-0-340	BUILDING PERMIT FEES	40,000	16,943	25,415	40,000	0%
01-00-0-341	PLUMBING PERMIT FEES	4,000	1,821	2,731	4,000	0%
01-00-0-342	ELECTRICAL PERMIT FEES	10,000	18,373	27,559	15,000	50%
01-00-0-343	SIGN PERMIT FEES	2,000	1,062	1,593	2,000	0%
01-00-0-344	FIRE REVIEW FEES	19,000	7,250	10,875	19,000	0%
01-00-0-345	DEMOLITION PERMIT FEES	1,250	470	705	1,000	(20%)
01-00-0-348	MISCELLANEOUS PERMIT FEES	20,000	8,656	12,985	20,000	0%
01-00-0-350	RENTALS & LEASES	230,000	147,814	221,721	230,000	0%
01-00-0-351	INTEREST INCOME	115,000	142,458	213,687	62,500	(45%)
01-00-0-352	EQUIP&PROPERTY&RECYC SALES	2,500	26,519	39,778	2,500	0%
01-00-0-355	REIMBURSEMENTS	600,000	133,562	200,343	600,000	0%
01-00-0-356	ENERGY AGGREGATION	70,000	46,137	69,205	70,000	0%
01-00-0-357	CABLE TV FRANCHISE	425,000	204,198	306,298	425,000	0%
01-00-0-358	TELECOMMUNICATIONS TAX	475,000	246,305	369,458	425,000	(10%)
01-00-0-359	GAS FRANCHISE FEES	188,000	44,650	66,975	188,000	0%
01-00-0-360	SMALL CELL TOWERS	2,000	0	0	1,000	(50%)
01-00-0-380	MISCELLANEOUS RECEIPTS	10,000	4,297	6,446	10,000	0%
01-00-0-381	CODE ENFORCEMENT RECEIPTS	10,000	4,043	6,064	10,000	0%
01-00-0-382	PROPERTY REGISTRATION FEES	0	18,189	27,284	25,000	0%
01-00-0-397	TRANS FROM OTHER FUNDS	0	0	0	0	0%
01-00-0-398	TRANS. FROM WORKING CASH FUND	(686,455)	(95)	(142)	(2,610,267)	280%
TOTAL		21,472,495	12,844,617	19,266,931	17,148,433	(20%)

FUND: GENERAL CORPORATE FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
TOTAL REVENUES:		21,472,495	12,844,617	19,266,931	17,148,433	(20%)
EXPENSES						
01-00-0-195	TRANSFERS TO OTHER FUNDS	0	0	0	0	0%
TOTAL		0	0	0	0	0%
TOTAL		0	0	0	0	0%
<b>GOVERNING BODY EXPENSES</b>						
<b>PUBLIC AFFAIRS</b>						
01-01-1-001	SALARIES AND WAGES	50,000	63,840	95,760	105,376	110%
01-01-1-021	PRINTING	500	211	316	500	0%
01-01-1-023	POSTAGE	500	3	5	500	0%
01-01-1-025	TRAVEL AND MEETING EXPENSES	2,000	565	848	2,000	0%
01-01-1-035	DUES,SUBSCRIPTIONS,& PUBLICATIN	2,500	2,540	3,810	2,500	0%
01-01-1-045	UTILITIES	2,500	2,400	3,600	2,400	(4%)
01-01-1-070	OTHER OPERATING EXPENSES	2,000	1,201	1,802	2,000	0%
01-01-1-100	OFFICE SUPPLIES	500	226	339	500	0%
01-01-1-182	EMPLOYEE/COMMISSIONS RELATIONS	6,000	4,597	6,896	6,000	0%
TOTAL PUBLIC AFFAIRS		66,500	75,583	113,376	121,776	83%
<b>LEGAL DEPARTMENT</b>						
01-01-2-014	SPECIAL ATTORNEYS FEES	400,000	356,120	534,180	410,000	2%
01-01-2-069	COURT COSTS,RECORDING,FEES	3,000	1,912	2,868	3,000	0%
01-01-2-070	OTHER OPERATING EXPENSES	10,000	5,059	7,589	10,000	0%
TOTAL LEGAL DEPARTMENT		413,000	363,091	544,637	423,000	2%
<b>BOARDS AND COMMISSIONS</b>						
01-01-3-001	FIRE & POLICE COMM SALARIES	7,200	4,200	6,300	7,200	0%
01-01-3-014	SPECIAL ATTORNEYS FEES	6,000	0	0	6,000	0%
01-01-3-020	CONTRACTUAL SERVICES	5,000	4,475	6,712	5,000	0%
01-01-3-021	PRINTING	0	76	115	0	0%
01-01-3-023	POSTAGE	0	0	0	0	0%
01-01-3-035	DUES,SUBSCRIPTION,PUBLICATIONS	2,000	495	742	2,000	0%
01-01-3-070	EXAMINATIONS/PHYSICAL	9,500	15,641	23,461	9,500	0%
01-01-3-100	OFFICE SUPPLIES	250	370	555	250	0%
TOTAL BOARDS AND COMMISSIONS		29,950	25,257	37,885	29,950	0%

FUND: GENERAL CORPORATE FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
<b>GOVERNING BODY</b>						
<b>CITY CLERKS BUDGET</b>						
01-01-4-001	SALARIES	78,600	52,388	78,582	78,600	0%
01-01-4-021	PRINTING	9,000	1,078	1,617	5,000	(44%)
01-01-4-022	LEGAL PUBLICATIONS, FILING FEES	500	0	0	500	0%
01-01-4-023	POSTAGE	200	26	40	200	0%
01-01-4-025	TRAVEL, TRAINING & MEETING EXP	1,500	165	248	0	(100%)
01-01-4-035	DUES SUB & PUBLICATIONS	1,200	195	293	0	(100%)
01-01-4-070	OTHER OPERATING EXP	5,000	9	14	0	(100%)
01-01-4-100	OFFICE SUPPLIES	300	436	655	100	(66%)
<b>TOTAL CITY CLERKS BUDGET</b>		<b>96,300</b>	<b>54,297</b>	<b>81,449</b>	<b>84,400</b>	<b>(12%)</b>
<b>CITY ADMINISTRATOR'S BUDGET</b>						
01-01-5-001	SALARIES	351,000	67,389	101,084	104,085	(70%)
01-01-5-020	CONT SERV/CONSLNT FEES	10,000	0	0	10,000	0%
01-01-5-021	PRINTING	500	0	0	500	0%
01-01-5-023	POSTAGE	500	158	237	600	20%
01-01-5-025	TRAVEL, TRAINING & MEETING EXP	3,500	4,208	6,313	3,000	(14%)
01-01-5-035	DUES, SUB & PUBLICATIONS	2,500	339	508	2,500	0%
01-01-5-045	UTILITIES-TELEPHONE	1,200	600	900	600	(50%)
01-01-5-052	VEHICLE MAINTENANCE	500	0	0	0	(100%)
01-01-5-070	OTHER OPERATING EXP	2,500	0	0	2,500	0%
01-01-5-100	OFFICE SUPPLIES	1,000	459	689	1,000	0%
01-01-5-160	CAPITAL/EQUIPMENT	0	0	0	75,000	0%
01-01-5-182	EMPLOYEE RELATIONS	12,000	6,776	10,164	10,000	(16%)
<b>TOTAL CITY ADMINISTRATOR'S BUDGET</b>		<b>385,200</b>	<b>79,929</b>	<b>119,895</b>	<b>209,785</b>	<b>(45%)</b>
<b>TOTAL GOVERNING BODY</b>		<b>990,950</b>	<b>598,157</b>	<b>897,242</b>	<b>868,911</b>	<b>(12%)</b>
<b>ACCOUNTS AND FINANCE EXPENSES</b>						
01-02-0-001	SALARIES AND WAGES	193,000	130,479	195,719	193,373	0%
01-02-0-021	PRINTING	2,000	0	0	2,000	0%
01-02-0-022	LEGAL PUBLICATIONS	2,000	1,968	2,953	1,950	(2%)
01-02-0-023	POSTAGE	250	0	0	250	0%
01-02-0-025	TRAVEL, TRAINING & MEETING EXP	2,500	85	127	0	(100%)
01-02-0-035	DUES, SUBSCRIPTIONS, PUBLICATION	500	225	337	0	(100%)
01-02-0-040	GROUP INSURANCE	3,000,000	2,275,284	3,412,926	3,500,000	16%

FUND: GENERAL CORPORATE FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
<b>ACCOUNTS AND FINANCE EXPENSES</b>						
01-02-0-045	UTILITIES-TELEPHONE	600	600	900	600	0%
01-02-0-070	OTHER OPERATING EXPENSE	2,000	1,301	1,951	1,500	(25%)
01-02-0-100	OFFICE SUPPLIES	750	412	618	500	(33%)
01-02-0-181	REVENUE SHARING-SCHOOLS	970,000	458,712	688,068	775,000	(20%)
01-02-0-182	EAST PEORIA RICHLAND/YTH GRANT	0	0	0	0	0%
01-02-0-187	CABLE TV FRANCHISE SHARING	75,000	74,403	111,604	150,000	100%
01-02-0-197	DEVELOPMENT AGREEMENTS/SP REV	150,000	0	0	125,000	(16%)
01-02-0-234	KOHL'S INTEREST EXPENSE	0	0	0	0	0%
01-02-0-235	KOHL'S PRINCIPAL EXPENSE	0	0	0	0	0%
TOTAL		4,398,600	2,943,469	4,415,203	4,750,173	7%
TOTAL ACCOUNTS AND FINANCE		4,398,600	2,943,469	4,415,203	4,750,173	7%
<b>PLANNING AND DEVELOPEMENT EXPENSES</b>						
01-03-0-001	SALARIES AND WAGES	203,500	157,962	236,943	203,440	0%
01-03-0-002	CODE ENFORCEMENT	0	0	0	0	0%
01-03-0-020	CONSULTANTS FEES	10,000	9,059	13,588	8,000	(20%)
01-03-0-021	PRINTING	500	66	99	500	0%
01-03-0-023	POSTAGE	500	279	419	500	0%
01-03-0-025	TRAVEL, TRAINING & MEETING EXP	3,500	1,535	2,302	500	(85%)
01-03-0-035	DUES, SUBSCRIPTIONS & PUB	2,000	2,190	3,285	500	(75%)
01-03-0-045	UTILITIES	2,500	1,691	2,537	2,750	10%
01-03-0-052	MAINTENANCE & REPAIR VEHICLES	500	82	124	200	(60%)
01-03-0-069	FARMER'S MARKET	3,000	3,012	4,518	3,000	0%
01-03-0-070	OTHER OPERATING EXPENSES	1,000	310	465	500	(50%)
01-03-0-100	OFFICE SUPPLIES	1,500	773	1,160	500	(66%)
01-03-0-115	MOTOR FUEL & LUBRICANTS	750	25	38	500	(33%)
01-03-0-127	OPERATING SUPPLIES	500	163	245	200	(60%)
01-03-0-128	GIS EXPENSES	5,000	5,148	7,722	2,500	(50%)
01-03-0-155	OFFICE EQUIPMENT	500	201	302	0	(100%)
TOTAL		235,250	182,496	273,747	223,590	(4%)
TOTAL PLANNING AND DEVELOPEMENT		235,250	182,496	273,747	223,590	(4%)
<b>VEHICLE MAINTENANCE EXPENSES</b>						

FUND: GENERAL CORPORATE FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
<b>VEHICLE MAINTENANCE</b>						
01-04-0-001	WAGES & LABOR	153,608	143,883	215,824	237,012	54%
01-04-0-006	OVERTIME	25,000	4,716	7,075	1,000	(96%)
01-04-0-025	TRAVEL, TRAINING, MEETING EXP	500	0	0	0	(100%)
01-04-0-051	MAINTENANCE & REPAIR EQUIPMENT	500	0	0	500	0%
01-04-0-052	MAINTENANCE & REPAIR-VEHICLES	3,000	936	1,405	1,000	(66%)
01-04-0-070	OPERATING EXPENSES	9,500	7,495	11,243	2,000	(78%)
01-04-0-071	WELDING GASSES	500	0	0	500	0%
01-04-0-110	CLOTHING & SAFETY EQUIPMENT	4,200	3,624	5,437	1,500	(64%)
01-04-0-115	MOTOR FUEL & LUBRICANTS	2,000	508	762	1,000	(50%)
01-04-0-127	OPERATING SUPPLIES	12,500	0	0	0	(100%)
01-04-0-160	OPERATING EQUIPMENT PURCHASES	0	0	0	0	0%
TOTAL		211,308	161,162	241,746	244,512	15%
TOTAL VEHICLE MAINTENANCE		211,308	161,162	241,746	244,512	15%
<b>PUBLIC PROPERTY EXPENSES</b>						
01-05-0-001	MAINTENANCE WAGES	233,000	163,564	245,346	254,416	9%
01-05-0-006	OVERTIME	1,000	70	105	0	(100%)
01-05-0-007	PART TIME WAGES	65,000	37,561	56,342	28,000	(56%)
01-05-0-012	ENGINEERING & ARCHITECT FEES	0	660	990	0	0%
01-05-0-019	CONTRACTED INSPECTOR FEES	42,000	21,622	32,433	20,000	(52%)
01-05-0-020	CONTRACTUAL SERVICES	75,000	42,410	63,616	66,300	(11%)
01-05-0-021	PRINTING	500	184	276	510	2%
01-05-0-023	POSTAGE	250	13	20	350	40%
01-05-0-025	TRAVEL, TRAINING & MEETING EXP	3,000	1,541	2,312	1,700	(43%)
01-05-0-035	DUES, SUBSCRIPTIONS, PUBLICATION	2,000	394	592	2,550	27%
01-05-0-044	UTILITIES-PHONE	5,500	3,940	5,911	4,000	(27%)
01-05-0-045	UTILITIES-POWER & GAS	70,000	45,335	68,003	72,000	2%
01-05-0-050	MAINTENANCE & REPAIR-BUILDINGS	15,000	42,457	63,686	8,500	(43%)
01-05-0-051	MAINTENANCE & REPAIR-EQUIPMENT	20,000	6,410	9,615	11,050	(44%)
01-05-0-052	MAINTENANCE & REPAIR-VEHICLES	5,000	2,423	3,635	2,500	(50%)
01-05-0-062	RENTAL PAYMENTS	1,500	61	91	0	(100%)
01-05-0-070	OTHER OPERATING EXPENSES	13,000	10,081	15,121	11,900	(8%)
01-05-0-071	DEMOLITIONS	50,000	3,234	4,851	30,000	(40%)
01-05-0-100	OFFICE SUPPLIES	2,500	2,324	3,486	2,550	2%
01-05-0-110	SAFETY EQUIPMENT & SUPPLIES	1,000	523	785	1,200	20%

FUND: GENERAL CORPORATE FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	% INC (DEC)
<b>PUBLIC PROPERTY EXPENSES</b>						
01-05-0-115	MOTOR FUEL & LUBRICANTS	3,000	188	282	2,200	(26%)
01-05-0-121	CLEANING & MAINT SUPPLIES	15,000	7,761	11,642	13,175	(12%)
01-05-0-127	OPERATING SUPPLIES	1,000	0	0	850	(15%)
01-05-0-150	LAND & BUILDING PURCHASES	422,000	421,959	632,939	421,960	0%
01-05-0-151	BUILDING CONSTRUCTION & IMPROV	30,000	3,019	4,529	35,000	16%
01-05-0-160	OPERATING EQUIPMENT PURCHASES	70,000	0	0	0	(100%)
01-05-0-200	MUD TO PARKS	0	28	42	0	0%
TOTAL		1,146,250	817,762	1,226,650	990,711	(13%)
TOTAL PUBLIC PROPERTY		1,146,250	817,762	1,226,650	990,711	(13%)
<b>INFORMATION TECHNOLOGY EXPENSES</b>						
--- UNDEFINED CODE ---						
01-06-0-001	SALARIES AND WAGES	100,000	3,871	5,807	0	(100%)
01-06-0-006	OVERTIME	0	215	322	0	0%
01-06-0-020	CONTRACTUAL SERVICES	20,000	83,815	125,722	182,700	813%
01-06-0-025	TRAVEL, TRAINING, & MEETING EXP	4,000	4,536	6,804	0	(100%)
01-06-0-035	DUES, SUBSCRIPTIONS, & PUB	500	0	0	0	(100%)
01-06-0-045	UTILITIES	60,000	27,754	41,631	48,000	(20%)
01-06-0-047	SOFTWARE LICENSING	92,000	67,114	100,671	100,000	8%
01-06-0-048	MAINT & REPAIR	22,000	14,091	21,137	17,500	(20%)
01-06-0-070	OTHER OPERATING EXPENSES	5,000	11,976	17,964	3,500	(30%)
01-06-0-100	OFFICE SUPPLIES	500	137	205	300	(40%)
01-06-0-127	OPERATING SUPPLIES	500	0	0	0	(100%)
01-06-0-149	HARDWARE	21,000	4,209	6,314	0	(100%)
01-06-0-155	OFFICE EQUIPMENT	1,000	0	0	0	(100%)
01-06-0-160	OPERATING EQUIPMENT PURCHASES	50,000	0	0	0	(100%)
01-06-0-199	IT SPECIAL PROJECT	0	10,384	15,576	0	0%
TOTAL --- UNDEFINED CODE ---		376,500	228,102	342,153	352,000	(6%)
TOTAL INFORMATION TECHNOLOGY		376,500	228,102	342,153	352,000	(6%)
TOTAL FUND REVENUES & BEG. BALANCE		21,472,495	12,844,617	19,266,931	17,148,433	(20%)
TOTAL FUND EXPENSES		7,358,858	4,931,148	7,396,741	7,429,897	0%
FUND SURPLUS (DEFICIT)		14,113,637	7,913,469	11,870,190	9,718,536	(31%)

FUND: EMERGENCY SERV & DISASTER AST

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
BEGINNING BALANCE					0	
<b>REVENUES</b>						
02-00-0-300	PROPERTY TAXES	75,000	68,633	102,950	75,000	0%
02-00-0-351	INTEREST INCOME	20	0	0	100	400%
-----						
TOTAL		75,020	68,633	102,950	75,100	0%
TOTAL REVENUES:		75,020	68,633	102,950	75,100	0%
<b>EXPENSES</b>						
02-00-0-045	UTILITIES	520	418	627	0	(100%)
02-00-0-051	MAINT & REPAIR EQUIPMNT	10,000	1,888	2,832	10,000	0%
02-00-0-160	OPERATING EQUIPMENT PURCHASES	64,500	38,965	58,447	60,000	(6%)
-----						
TOTAL		75,020	41,271	61,906	70,000	(6%)
TOTAL		75,020	41,271	61,906	70,000	(6%)
TOTAL FUND REVENUES & BEG. BALANCE		75,020	68,633	102,950	75,100	0%
TOTAL FUND EXPENSES		75,020	41,271	61,906	70,000	(6%)
FUND SURPLUS (DEFICIT)		0	27,362	41,044	5,100	0%

FUND: POLICE PROTECTION FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----					0	
BEGINNING BALANCE						0
REVENUES						
03-00-0-300	PROPERTY TAXES	0	0	0	0	0%
03-00-0-310	REIMBURSEMENTS	200,000	57,733	86,600	275,000	37%
03-00-0-331	OTHER DEPARTMENTAL REVENUE	20,000	4,768	7,153	45,000	125%
03-00-0-332	IMPOUNDMENT OF VEHICLES FEES	80,000	42,000	63,000	80,000	0%
03-00-0-335	F.T.A. FEES	3,000	1,154	1,731	2,500	(16%)
03-00-0-351	INTEREST INCOME	1,000	1,352	2,029	1,000	0%
03-00-0-355	STEP GRANT REIMBURSEMENT	25,000	15,903	23,855	33,152	32%
03-00-0-371	D.A.R.E. RECEIPTS	0	0	0	0	0%
03-00-0-372	ISP FINGERPRINTING RECEIPTS	1,500	1,100	1,650	1,500	0%
03-00-0-378	ASSET FORFEITURE	1,500	(2,613)	(3,920)	0	(100%)
03-00-0-379	PROPERTY ROOM RECEIPTS	0	0	0	0	0%
03-00-0-380	COMMUNICATIONS SERVICES	0	0	0	0	0%
03-00-0-381	SPECIAL DRUG ENF RECEIPTS	500	0	0	500	0%
03-00-0-382	DUI FUND RECEIPTS	15,000	13,042	19,563	15,000	0%
03-00-0-384	POLICE VEHICLE FUND FINES DUI	15,000	4,227	6,341	15,000	0%
03-00-0-385	E-CITATION FEES DRUG	1,000	997	1,495	1,000	0%
03-00-0-386	CANNABIS EXCISE TAX	0	0	0	15,000	0%
03-00-0-398	INTERFUND TRANSFERS	0	215	322	0	0%
TOTAL		363,500	139,878	209,819	484,652	33%
TOTAL REVENUES:		363,500	139,878	209,819	484,652	33%
EXPENSES						
03-00-0-001	POLICE SALARIES	4,600,000	2,815,824	4,223,737	3,947,508	(14%)
03-00-0-002	GRANT OVERTIME	25,000	21,478	32,217	33,152	32%
03-00-0-003	CLERICAL WAGES	150,000	72,080	108,120	192,790	28%
03-00-0-004	TELECOMMUNICATOR SALARIES	0	181,603	272,404	0	0%
03-00-0-005	TELECOMMUNICATORS OVERTIME	0	0	0	0	0%
03-00-0-006	OVERTIME	240,000	232,827	349,241	250,000	4%
03-00-0-018	ANIMAL CONTROL	28,752	16,772	25,158	28,752	0%
03-00-0-020	CONTRACTUAL SERVICES	539,500	314,980	472,471	541,867	0%
03-00-0-021	PRINTING	4,000	3,975	5,963	4,000	0%
03-00-0-023	POSTAGE	2,000	693	1,040	1,200	(40%)
03-00-0-025	TRAINING & MEETING EXPENSES	55,000	21,112	31,668	35,000	(36%)
03-00-0-026	RANGE & AMMUNITION	7,500	1,554	2,331	7,500	0%
03-00-0-030	CLOTHING ALLOWANCE	97,600	70,710	106,066	53,890	(44%)
03-00-0-035	DUES, SUBSCRIPTIONS&PUBLICATION	20,000	31,177	46,766	20,000	0%
03-00-0-045	UTILITIES	45,000	30,430	45,646	45,000	0%

FUND: POLICE PROTECTION FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
<b>EXPENSES</b>						
03-00-0-050	MAINT & REPAIR BUILDINGS	50,000	11,332	16,998	13,991	(72%)
03-00-0-051	MAINTENANCE & REPAIR-EQUIPMENT	15,000	9,795	14,692	14,885	0%
03-00-0-052	MAINTENANCE & REPAIR-VEHICLES	50,000	53,875	80,813	45,000	(10%)
03-00-0-053	MAINTENANCE & REPAIR-RADIOS	10,000	7,765	11,648	10,000	0%
03-00-0-061	EQUIPMENT RENTAL	0	0	0	0	0%
03-00-0-070	OTHER OPERATING EXPENSES	16,000	12,778	19,167	16,000	0%
03-00-0-071	C.R.O. SUPPLIES	0	0	0	0	0%
03-00-0-072	ISP FINGERPRINTING	500	414	621	600	20%
03-00-0-100	OFFICE SUPPLIES	7,500	3,051	4,576	7,500	0%
03-00-0-115	MOTOR FUEL & LUBRICANTS	115,000	68,239	102,359	110,000	(4%)
03-00-0-121	CLEANING & MAINT SUPPLIES	3,000	1,011	1,517	2,999	0%
03-00-0-127	OPERATING SUPPLIES	3,500	1,226	1,839	4,010	14%
03-00-0-149	C.I.E.R.T.	6,500	1,449	2,174	0	(100%)
03-00-0-160	OPERATING EQUIP PURCHASES	315,000	15,853	23,780	0	(100%)
03-00-0-181	INTERGOV AGREEMENT-MEG	6,743	3,618	5,427	0	(100%)
03-00-0-182	SPECIAL DRUG ENF EXPENSE	2,500	27	41	627	(74%)
03-00-0-183	DUI FUND EXPENSES	20,000	6,273	9,410	30,000	50%
03-00-0-184	K-9 EXPENSES DRUG	8,000	1,018	1,527	4,000	(50%)
03-00-0-185	POLICE VEHICLE FUND EXP DUI	25,000	221	331	25,000	0%
TOTAL		6,468,595	4,013,160	6,019,748	5,445,271	(15%)
TOTAL		6,468,595	4,013,160	6,019,748	5,445,271	(15%)
TOTAL FUND REVENUES & BEG. BALANCE		363,500	139,878	209,819	484,652	33%
TOTAL FUND EXPENSES		6,468,595	4,013,160	6,019,748	5,445,271	(15%)
FUND SURPLUS (DEFICIT)		(6,105,095)	(3,873,282)	(5,809,929)	(4,960,619)	(18%)

FUND: FIRE PROTECTION FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
BEGINNING BALANCE					0	
<b>REVENUES</b>						
04-00-0-300	PROPERTY TAXES	0	2,583	3,875	0	0%
04-00-0-304	2% FIRE INSURANCE TAX	37,000	49,060	73,590	45,000	21%
04-00-0-310	TAXES FROM GARDENA FIRE DIST.	6,500	3,912	5,869	6,500	0%
04-00-0-351	INTEREST INCOME	4,000	6,815	10,223	2,500	(37%)
04-00-0-355	REIMBURSEMENTS	10,000	17,971	26,957	10,000	0%
04-00-0-360	AMBULANCE SERVICE FEES	950,000	652,431	978,647	1,175,000	23%
04-00-0-362	MOBILE INTEGRATED HEALTH	0	0	0	0	0%
04-00-0-380	MISC. RECEIPTS	10,000	21,068	31,602	60,000	500%
04-00-0-383	CPR INCOME	2,000	0	0	2,000	0%
04-00-0-398	INTERFUND TRANSFER	0	0	0	0	0%
<b>TOTAL</b>		1,019,500	753,840	1,130,763	1,301,000	27%
<b>TOTAL REVENUES:</b>		1,019,500	753,840	1,130,763	1,301,000	27%
<b>EXPENSES</b>						
04-00-0-001	REGULAR SALARIES	3,935,000	2,756,139	4,134,209	3,954,029	0%
04-00-0-006	OVERTIME/SPECIALS	300,000	200,516	300,774	200,000	(33%)
04-00-0-019	CONTRACTUAL SERVICES	127,700	69,605	104,407	151,724	18%
04-00-0-020	NORTHERN TAZEWELL FIRE DEPT	76,000	74,984	112,476	0	(100%)
04-00-0-021	PRINTING	500	139	209	250	(50%)
04-00-0-023	POSTAGE	100	172	259	425	325%
04-00-0-025	TRAINING & MEETING EXPENSES	30,000	18,432	27,648	18,750	(37%)
04-00-0-026	NEW HIRE TRAINING	35,000	22,602	33,903	8,000	(77%)
04-00-0-030	CLOTHING ALLOWANCE	24,000	21,562	32,343	0	(100%)
04-00-0-035	DUES, SUBSCRIPTIONS, PUBLICATION	3,000	2,497	3,746	500	(83%)
04-00-0-040	INSURANCE	0	0	0	0	0%
04-00-0-045	UTILITIES	38,000	21,457	32,185	38,000	0%
04-00-0-049	INFORMATION TECHNOLOGY	25,000	20,133	30,200	25,000	0%
04-00-0-050	MAINT & REPAIR BUILDINGS	40,000	31,643	47,464	15,000	(62%)
04-00-0-051	MAINTENANCE & REPAIR-EQUIPMENT	20,000	10,752	16,128	10,000	(50%)
04-00-0-052	MAINTENANCE & REPAIR-VEHICLES	115,000	30,171	45,256	55,000	(52%)
04-00-0-053	MAINTENANCE & REPAIR-RADIOS	5,000	4,292	6,438	5,000	0%
04-00-0-069	2% FIRE INS TAX EXPENSES	37,000	8,852	13,278	45,000	21%
04-00-0-070	OTHER OPERATING EXPENSES	10,000	10,143	15,214	5,250	(47%)
04-00-0-071	FIRE PREVENTION	3,500	3,045	4,568	1,750	(50%)
04-00-0-072	FIRE INVESTIGATIONS	4,000	2,209	3,314	2,000	(50%)
04-00-0-073	MEDICAL TESTS	19,000	5,733	8,600	25,000	31%
04-00-0-100	OFFICE SUPPLIES	2,500	1,781	2,672	2,500	0%

FUND: FIRE PROTECTION FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
<b>EXPENSES</b>						
04-00-0-110	CLOTHING SUPPLIES	35,000	12,593	18,890	15,000	(57%)
04-00-0-115	MOTOR FUEL & LUBRICANTS	40,000	22,754	34,132	30,000	(25%)
04-00-0-120	VEHICLE SUPPLIES & ACCESSORIES	0	0	0	0	0%
04-00-0-121	CLEANING & MAINT BUILDINGS	3,500	4,033	6,049	0	(100%)
04-00-0-127	OPERATING SUPPLIES	5,000	3,602	5,404	4,000	(20%)
04-00-0-128	OPERATING SUPPLIES EMS	55,000	29,891	44,836	50,000	(9%)
04-00-0-160	OPERATING EQUIPMENT PURCHASES	105,000	83,431	125,147	0	(100%)
04-00-0-162	RADIO EQUIPMENT PURCHASES	10,000	0	0	0	(100%)
04-00-0-180	AMBULANCE OVERPAYMENT REFUNDS	10,000	7,389	11,084	12,000	20%
04-00-0-181	MEDICAL BILLING	40,000	28,996	43,494	46,000	15%
04-00-0-182	AMBULANCE MEMORIAL EXPENSE	0	2,517	3,776	0	0%
TOTAL		5,153,800	3,512,065	5,268,103	4,720,178	(8%)
TOTAL		5,153,800	3,512,065	5,268,103	4,720,178	(8%)
TOTAL FUND REVENUES & BEG. BALANCE		1,019,500	753,840	1,130,763	1,301,000	27%
TOTAL FUND EXPENSES		5,153,800	3,512,065	5,268,103	4,720,178	(8%)
FUND SURPLUS (DEFICIT)		(4,134,300)	(2,758,225)	(4,137,340)	(3,419,178)	(17%)

FUND: SOLID WASTE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
BEGINNING BALANCE					0	
<b>REVENUES</b>						
05-00-0-300	PROPERTY TAXES	0	0	0	0	0%
05-00-0-351	INTEREST INCOME	0	1,545	2,318	0	0%
05-00-0-355	REIMBURSEMENTS	5,000	0	0	2,000	(60%)
05-00-0-380	MISCELLANEOUS RECEIPTS	175,000	57,061	85,592	165,000	(5%)
05-00-0-382	RECYCLING TOTES SALES	37,500	34,475	51,712	0	(100%)
05-00-0-398	INTERFUND TRANSFERS	0	(120)	(180)	0	0%
<b>TOTAL</b>		217,500	92,961	139,442	167,000	(23%)
<b>TOTAL REVENUES:</b>		217,500	92,961	139,442	167,000	(23%)
<b>EXPENSES</b>						
05-00-0-001	LABOR & WAGES	214,603	97,806	146,710	145,336	(32%)
05-00-0-006	OVERTIME	25,000	9,385	14,077	5,000	(80%)
05-00-0-016	CLEANUP	20,000	10,080	15,120	20,000	0%
05-00-0-017	LANDFILL FEES	450,000	290,176	435,264	450,000	0%
05-00-0-018	RECYCLING TIPPING FEES	32,000	51,301	76,951	0	(100%)
05-00-0-020	CONTRACTUAL SERVICES	0	138,441	207,662	0	0%
05-00-0-030	CLOTHING ALLOWANCE	3,000	1,000	1,500	1,500	(50%)
05-00-0-052	MAINTENANCE & REPAIR-VEHICLES	60,000	50,163	75,245	50,135	(16%)
05-00-0-070	OTHER OPERATING EXPENSES	16,000	11,645	17,468	14,810	(7%)
05-00-0-071	CREDIT CARD FEES	2,000	3,954	5,931	0	(100%)
05-00-0-110	CLOTHING & SAFETY EQUIPMENT	2,000	210	315	2,000	0%
05-00-0-115	MOTOR FUEL & LUBRICANTS	45,000	34,948	52,422	30,000	(33%)
05-00-0-127	OPERATING SUPPLIES	0	0	0	0	0%
05-00-0-160	OPERATING EQUIPMENT PURCHASES	178,500	68,693	103,040	0	(100%)
05-00-0-200	SOLID WASTE TRUCK LOAN	0	136,558	204,837	0	0%
05-00-0-201	LOAN INTEREST	0	1,963	2,945	0	0%
<b>TOTAL</b>		1,048,103	906,323	1,359,487	718,781	(31%)
<b>TOTAL</b>		1,048,103	906,323	1,359,487	718,781	(31%)
<b>TOTAL FUND REVENUES &amp; BEG. BALANCE</b>		217,500	92,961	139,442	167,000	(23%)
<b>TOTAL FUND EXPENSES</b>		1,048,103	906,323	1,359,487	718,781	(31%)
<b>FUND SURPLUS (DEFICIT)</b>		(830,603)	(813,362)	(1,220,045)	(551,781)	(33%)

FUND: MUNICIPAL RETIREMENT FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
BEGINNING BALANCE					0	
<b>REVENUES</b>						
07-00-0-300	PROPERTY TAXES	120,000	109,846	164,769	120,000	0%
07-00-0-313	STATE REPLACEMENT TAXES	325,000	0	0	325,000	0%
07-00-0-351	INTEREST INCOME	25	0	0	175	600%
07-00-0-355	REIMBURSEMENTS	7,500	5,014	7,521	7,500	0%
07-00-0-358	TELECOMMUNICATIONS TAX	25,000	0	0	25,000	0%
07-00-0-398	INTFERFUND TRANSFERS	0	0	0	0	0%
TOTAL		477,525	114,860	172,290	477,675	0%
TOTAL REVENUES:		477,525	114,860	172,290	477,675	0%
<b>EXPENSES</b>						
07-00-0-010	MUNICIPAL RETIREMENT	450,000	196,749	295,123	450,000	0%
07-00-0-011	MUNICIPAL RETIREMENT SLEP	1,200	0	0	1,200	0%
TOTAL		451,200	196,749	295,123	451,200	0%
TOTAL		451,200	196,749	295,123	451,200	0%
TOTAL FUND REVENUES & BEG. BALANCE		477,525	114,860	172,290	477,675	0%
TOTAL FUND EXPENSES		451,200	196,749	295,123	451,200	0%
FUND SURPLUS (DEFICIT)		26,325	(81,889)	(122,833)	26,475	0%

FUND: FIRE PENSION FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
BEGINNING BALANCE					0	
<b>REVENUES</b>						
08-00-0-300	PROPERTY TAXES	2,023,497	1,851,615	2,777,423	2,065,733	2%
08-00-0-313	STATE REPLACEMENT TAXES	0	0	0	0	0%
08-00-0-351	INTEREST INCOME	500	0	0	3,000	500%
08-00-0-358	EXCISE/TELECOMMUNICATIONS TAX	0	0	0	0	0%
TOTAL		2,023,997	1,851,615	2,777,423	2,068,733	2%
TOTAL REVENUES:		2,023,997	1,851,615	2,777,423	2,068,733	2%
<b>EXPENSES</b>						
08-00-0-010	PAYMENTS TO E P FIRE PENS FUND	2,019,497	1,851,615	2,777,423	2,061,583	2%
08-00-0-020	ACTUARY SERVICES	4,000	4,000	6,000	4,150	3%
TOTAL		2,023,497	1,855,615	2,783,423	2,065,733	2%
TOTAL		2,023,497	1,855,615	2,783,423	2,065,733	2%
TOTAL FUND REVENUES & BEG. BALANCE		2,023,997	1,851,615	2,777,423	2,068,733	2%
TOTAL FUND EXPENSES		2,023,497	1,855,615	2,783,423	2,065,733	2%
FUND SURPLUS (DEFICIT)		500	(4,000)	(6,000)	3,000	500%

FUND: POLICE PENSION FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
BEGINNING BALANCE					0	
<b>REVENUES</b>						
09-00-0-300	PROPERTY TAXES	2,270,567	2,077,666	3,116,499	2,256,053	0%
09-00-0-313	STATE REPLACEMENT TAXES	0	0	0	0	0%
09-00-0-351	INTEREST INCOME	500	0	0	3,250	550%
09-00-0-358	EXCISE/TELECOMMUNICATIONS TAX	0	0	0	0	0%
TOTAL		2,271,067	2,077,666	3,116,499	2,259,303	0%
TOTAL REVENUES:		2,271,067	2,077,666	3,116,499	2,259,303	0%
<b>EXPENSES</b>						
09-00-0-010	PYMNTS TO POLICE PENSION FUND	2,266,567	2,077,666	3,116,499	2,251,903	0%
09-00-0-020	ACTUARY SERVICES	4,000	4,000	6,000	4,150	3%
TOTAL		2,270,567	2,081,666	3,122,499	2,256,053	0%
TOTAL		2,270,567	2,081,666	3,122,499	2,256,053	0%
TOTAL FUND REVENUES & BEG. BALANCE		2,271,067	2,077,666	3,116,499	2,259,303	0%
TOTAL FUND EXPENSES		2,270,567	2,081,666	3,122,499	2,256,053	0%
FUND SURPLUS (DEFICIT)		500	(4,000)	(6,000)	3,250	550%

FUND: BOND & INTEREST FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
BEGINNING BALANCE					0	
<b>REVENUES</b>						
10-00-0-300	PROPERTY TAXES	0	87,258	130,887	0	0%
10-00-0-351	INTEREST INCOME	4,000	4,649	6,973	3,000	(25%)
10-00-0-380	MISCELLANEOUS RECEIPTS	0	0	0	0	0%
-----						
TOTAL		4,000	91,907	137,860	3,000	(25%)
TOTAL REVENUES:		4,000	91,907	137,860	3,000	(25%)
<b>EXPENSES</b>						
10-00-0-070	BANK COLLECTION CHARGES	475	0	0	475	0%
10-00-0-233	2004-C BOND PRINCIPAL	80,000	0	0	85,000	6%
10-00-0-234	2005-C BOND PRINCIPAL	0	0	0	0	0%
10-00-0-241	INTEREST EXPENSE 2004-C	13,200	6,600	9,900	10,800	(18%)
10-00-0-242	INTEREST EXPENSE 2005-C	0	0	0	0	0%
-----						
TOTAL		93,675	6,600	9,900	96,275	2%
TOTAL		93,675	6,600	9,900	96,275	2%
<b>TOTAL FUND REVENUES &amp; BEG. BALANCE</b>						
		4,000	91,907	137,860	3,000	(25%)
<b>TOTAL FUND EXPENSES</b>						
		93,675	6,600	9,900	96,275	2%
<b>FUND SURPLUS (DEFICIT)</b>						
		(89,675)	85,307	127,960	(93,275)	4%

FUND: STREET & BRIDGE FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
BEGINNING BALANCE					0	
<b>REVENUES</b>						
11-00-0-300	PROPERTY TAXES	0	0	0	0	0%
11-00-0-301	ROAD & BRIDGE TAXES-TOWNSHIP	215,000	112,068	168,103	215,000	0%
11-00-0-314	TOWNSHIP SHARE REPLACEMENT TAX	20,000	15,641	23,461	20,000	0%
11-00-0-345	STREET & CURB OPENING FEES	500	840	1,260	500	0%
11-00-0-351	INTEREST INCOME	0	0	0	0	0%
11-00-0-355	REIMBURSEMENTS	35,000	867	1,300	25,000	(28%)
11-00-0-380	MISCELLANEOUS RECEIPTS	1,500	1,010	1,515	1,500	0%
11-00-0-398	INTERFUND TRANSFER	0	0	0	0	0%
<b>TOTAL</b>		<b>272,000</b>	<b>130,426</b>	<b>195,639</b>	<b>262,000</b>	<b>(3%)</b>
<b>TOTAL REVENUES:</b>		<b>272,000</b>	<b>130,426</b>	<b>195,639</b>	<b>262,000</b>	<b>(3%)</b>
<b>EXPENSES</b>						
11-00-0-001	WAGES & LABOR	1,261,573	762,646	1,143,969	1,174,759	(6%)
11-00-0-006	OVERTIME	90,000	74,151	111,227	40,000	(55%)
11-00-0-012	ENGINEERING FEES	10,000	19,025	28,537	5,000	(50%)
11-00-0-020	CONTRACTUAL SERVICES	10,000	5,447	8,171	3,000	(70%)
11-00-0-025	TRAVEL, TRAINING & MEETING EXP	5,000	625	938	0	(100%)
11-00-0-030	CLOTHING ALLOWANCE	8,000	7,500	11,250	7,970	0%
11-00-0-051	MAINTENANCE & REPAIR-EQUIPMENT	2,000	0	0	2,000	0%
11-00-0-052	MAINTENANCE & REPAIR-VEHICLES	110,000	95,909	143,864	90,000	(18%)
11-00-0-054	MAINT & REPAIR-TRAFFIC SIGNALS	55,000	20,636	30,955	45,000	(18%)
11-00-0-055	MAINT & REPAIR-STORM SEWERS	90,000	96,744	145,116	40,000	(55%)
11-00-0-056	ST. LIGHTING MAINTENANCE	30,000	12,387	18,581	30,000	0%
11-00-0-057	STREET LIGHT/ SIGNAL LOCATES	25,000	12,084	18,126	24,300	(2%)
11-00-0-061	EQUIPMENT RENTAL	30,000	14,477	21,716	10,000	(66%)
11-00-0-070	OTHER OPERATING EXPENSES	40,000	20,130	30,195	30,000	(25%)
11-00-0-110	CLOTHING & SAFETY EQUIPMENT	15,000	3,701	5,552	8,737	(41%)
11-00-0-115	MOTOR FUEL & LUBRICANTS	55,000	42,275	63,413	71,000	29%
11-00-0-120	VEHICLE SUPPLIES & ACCESSORIES	0	0	0	0	0%
11-00-0-122	STREET REPAIR & MAINT SUPPLIES	410,000	59,221	88,832	375,000	(8%)
11-00-0-127	OPERATING SUPPLIES	7,500	0	0	5,000	(33%)
11-00-0-128	CULVERT PURCHASES	5,000	3,157	4,735	5,000	0%
11-00-0-129	STREET SIGNS & POSTS	10,000	6,555	9,832	13,500	35%
11-00-0-135	IEMA/FEMA GRANT EXP	0	0	0	0	0%
11-00-0-160	OPERATING EQUIPMENT PURCHASES	180,000	96,282	144,423	0	(100%)
11-00-0-162	RADIO EQUIPMENT PURCHASES	1,500	637	955	0	(100%)
11-00-0-163	STREET PAVING & RESURFACING	690,000	526,624	789,936	60,000	(91%)

FUND: STREET & BRIDGE FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
<b>EXPENSES</b>						
11-00-0-164	CURB & SIDEWALK CONSTRUCTION	10,000	4,730	7,095	5,000	(50%)
TOTAL		3,150,573	1,884,943	2,827,418	2,045,266	(35%)
TOTAL		3,150,573	1,884,943	2,827,418	2,045,266	(35%)
TOTAL FUND REVENUES & BEG. BALANCE		272,000	130,426	195,639	262,000	(3%)
TOTAL FUND EXPENSES		3,150,573	1,884,943	2,827,418	2,045,266	(35%)
FUND SURPLUS (DEFICIT)		(2,878,573)	(1,754,517)	(2,631,779)	(1,783,266)	(38%)

FUND: MUNICIPAL AUDIT FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	% INC(DEC)
BEGINNING BALANCE					0	
<b>REVENUES</b>						
12-00-0-300	PROPERTY TAXES	80,000	73,215	109,823	70,000	(12%)
12-00-0-313	STATE REPLACEMENT TAXES	25	0	0	0	(100%)
12-00-0-351	INTEREST INCOME	25	0	0	100	300%
TOTAL		80,050	73,215	109,823	70,100	(12%)
TOTAL REVENUES:		80,050	73,215	109,823	70,100	(12%)
<b>EXPENSES</b>						
12-00-0-013	AUDIT FEES	70,000	53,660	80,490	70,000	0%
TOTAL		70,000	53,660	80,490	70,000	0%
TOTAL		70,000	53,660	80,490	70,000	0%
TOTAL FUND REVENUES & BEG. BALANCE		80,050	73,215	109,823	70,100	(12%)
TOTAL FUND EXPENSES		70,000	53,660	80,490	70,000	0%
FUND SURPLUS (DEFICIT)		10,050	19,555	29,333	100	(99%)

FUND: SEWER CHLORINATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	% INC (DEC)
BEGINNING BALANCE					0	
<b>REVENUES</b>						
14-00-0-300	PROPERTY TAXES	20,000	18,332	27,499	0	(100%)
14-00-0-351	INTEREST INCOME	5	0	0	0	(100%)
TOTAL		20,005	18,332	27,499	0	(100%)
TOTAL REVENUES:		20,005	18,332	27,499	0	(100%)
<b>EXPENSES</b>						
14-00-0-124	CHLORINE PURCHASES	20,000	8,817	13,226	0	(100%)
TOTAL		20,000	8,817	13,226	0	(100%)
TOTAL		20,000	8,817	13,226	0	(100%)
TOTAL FUND REVENUES & BEG. BALANCE		20,005	18,332	27,499	0	(100%)
TOTAL FUND EXPENSES		20,000	8,817	13,226	0	(100%)
FUND SURPLUS (DEFICIT)		5	9,515	14,273	0	(100%)

FUND: STREET LIGHTING FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
BEGINNING BALANCE					0	
<b>REVENUES</b>						
16-00-0-300	PROPERTY TAXES	85,000	77,797	116,696	85,000	0%
16-00-0-313	STATE REPLACEMENT TAXES	100,000	0	0	111,000	11%
16-00-0-351	INTEREST INCOME	25	0	0	100	300%
16-00-0-355	IDOT REIMBURSEMENT	4,500	6,162	9,243	3,900	(13%)
16-00-0-398	INTERFUND TRANSFERS	0	0	0	0	0%
-----						
TOTAL		189,525	83,959	125,939	200,000	5%
TOTAL REVENUES:		189,525	83,959	125,939	200,000	5%
<b>EXPENSES</b>						
16-00-0-046	UTILITIES-STREET LIGHTING	180,000	98,526	147,789	200,000	11%
-----						
TOTAL		180,000	98,526	147,789	200,000	11%
TOTAL		180,000	98,526	147,789	200,000	11%
<b>TOTAL FUND REVENUES &amp; BEG. BALANCE</b>						
		189,525	83,959	125,939	200,000	5%
<b>TOTAL FUND EXPENSES</b>						
		180,000	98,526	147,789	200,000	11%
<b>FUND SURPLUS (DEFICIT)</b>						
		9,525	(14,567)	(21,850)	0	(100%)

FUND: SOCIAL SECURITY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
BEGINNING BALANCE					0	
<b>REVENUES</b>						
17-00-0-300	PROPERTY TAXES	0	0	0	0	0%
17-00-0-313	PERSONAL PROPERTY REPLCMNT TAX	475,000	0	0	495,000	4%
17-00-0-351	INTEREST INCOME	0	0	0	0	0%
17-00-0-355	REIMBURSEMENTS	5,000	3,335	5,003	5,000	0%
		-----			-----	-----
TOTAL		480,000	3,335	5,003	500,000	4%
TOTAL REVENUES:		480,000	3,335	5,003	500,000	4%
<b>EXPENSES</b>						
17-00-0-010	FICA AND MEDICARE CONTRIBUTION	475,000	351,342	527,013	500,000	5%
		-----			-----	-----
TOTAL		475,000	351,342	527,013	500,000	5%
TOTAL		475,000	351,342	527,013	500,000	5%
TOTAL FUND REVENUES & BEG. BALANCE		480,000	3,335	5,003	500,000	4%
TOTAL FUND EXPENSES		475,000	351,342	527,013	500,000	5%
FUND SURPLUS (DEFICIT)		5,000	(348,007)	(522,010)	0	(100%)

FUND: WORKERS COMP & LIAB

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
BEGINNING BALANCE					0	
<b>REVENUES</b>						
18-00-0-300	PROPERTY TAXES	824,506	754,455	1,131,683	841,764	2%
18-00-0-313	STATE REPLACEMENT TAXES	250,000	0	0	250,000	0%
18-00-0-351	INTEREST INCOME	300	0	0	1,000	233%
TOTAL		1,074,806	754,455	1,131,683	1,092,764	1%
TOTAL REVENUES:		1,074,806	754,455	1,131,683	1,092,764	1%
<b>EXPENSES</b>						
18-00-0-002	ESC WC EXP	0	4,553	6,830	0	0%
18-00-0-003	POLICE WC EXP	0	479,015	718,523	0	0%
18-00-0-004	FIRE WC EXP	0	113,750	170,626	0	0%
18-00-0-005	PW WC EXP	0	174,659	261,989	0	0%
18-00-0-040	WORKERSCOMP & LIAB INS PREMIUM	885,000	84,949	127,424	1,100,000	24%
TOTAL		885,000	856,926	1,285,392	1,100,000	24%
TOTAL		885,000	856,926	1,285,392	1,100,000	24%
TOTAL FUND REVENUES & BEG. BALANCE		1,074,806	754,455	1,131,683	1,092,764	1%
TOTAL FUND EXPENSES		885,000	856,926	1,285,392	1,100,000	24%
FUND SURPLUS (DEFICIT)		189,806	(102,471)	(153,709)	(7,236)	(103%)

FUND: UNEMPLOYMENT INSURANCE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
BEGINNING BALANCE					0	
<b>REVENUES</b>						
19-00-0-300	PROPERTY TAXES	16,000	14,659	21,988	16,000	0%
19-00-0-351	INTEREST INCOME	10	0	0	25	150%
-----						
TOTAL		16,010	14,659	21,988	16,025	0%
TOTAL REVENUES:		16,010	14,659	21,988	16,025	0%
<b>EXPENSES</b>						
19-00-0-181	UNEMPLOYMENT INSURANCE REIMB	10,000	19,000	28,500	100,000	900%
-----						
TOTAL		10,000	19,000	28,500	100,000	900%
TOTAL		10,000	19,000	28,500	100,000	900%
TOTAL FUND REVENUES & BEG. BALANCE		16,010	14,659	21,988	16,025	0%
TOTAL FUND EXPENSES		10,000	19,000	28,500	100,000	900%
FUND SURPLUS (DEFICIT)		6,010	(4,341)	(6,512)	(83,975)	(497%)

FUND: EASTSIDE CENTRE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
BEGINNING BALANCE					0	
<b>REVENUES</b>						
21-00-0-255	TRAINING	10,000	8,343	12,514	5,000	(50%)
21-00-0-258	CONTRIBUTIONS	5,000	0	0	5,000	0%
21-00-0-264	FIELD OUTSIDE RENTAL	60,000	42,871	64,307	55,000	(8%)
21-00-0-266	FITNESS MEMBERSHIPS	200,000	75,074	112,612	150,000	(25%)
21-00-0-268	GYM	15,000	8,597	12,895	14,000	(6%)
21-00-0-272	LOCKERS	0	300	450	0	0%
21-00-0-274	MARTIAL ART FEES	0	10	15	0	0%
21-00-0-278	MISCELLANEOUS	1,000	2,425	3,638	1,000	0%
21-00-0-279	BABYSITTING	0	18	27	0	0%
21-00-0-281	THERAPY RENTAL	42,000	16,915	25,372	44,000	4%
21-00-0-282	ADVERTISING INCOME	10,000	9,231	13,847	10,000	0%
21-00-0-283	HEALTHCARE DEMENSIONS	25,000	11,886	17,829	25,000	0%
21-00-0-284	REIMBURSEMENTS	12,000	15,900	23,850	12,000	0%
21-00-0-285	HOUSE OF SPEED/SPORT TRNG RNTL	0	0	0	0	0%
21-00-0-286	SPECIAL EVENTS-INSIDE RENT	25,000	17,320	25,980	20,000	(20%)
21-00-0-288	VENDING MACHINES	7,000	723	1,084	5,000	(28%)
21-00-0-292	CONCESSIONS	205,000	142,081	213,122	150,000	(26%)
21-00-0-293	CONCESSIONS-RENTAL	0	0	0	0	0%
21-00-0-295	COMMUNICATION LEASE	30,000	10,202	15,303	32,000	6%
21-00-0-296	SALES TAX INCOME	15,000	11,773	17,660	9,000	(40%)
21-00-0-351	INTEREST INCOME	2,000	2,897	4,346	7,000	250%
21-00-0-398	TRANS FROM OTHER FUNDS	0	0	0	0	0%
<b>TOTAL</b>		<b>664,000</b>	<b>376,566</b>	<b>564,851</b>	<b>544,000</b>	<b>(18%)</b>
<b>TOTAL REVENUES:</b>		<b>664,000</b>	<b>376,566</b>	<b>564,851</b>	<b>544,000</b>	<b>(18%)</b>
<b>EXPENSES</b>						
21-00-0-197	DEPRECIATION EXPENSE	0	0	0	0	0%
21-00-0-299	PENSION EXPENSE	0	0	0	0	0%
<b>TOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>REC BUILDING EXPENSES</b>						

FUND: EASTSIDE CENTRE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	% INC (DEC)
<b>REC BUILDING</b>						
<b>EASTSIDE CENTRE</b>						
21-01-0-001	SALARIES AND WAGES	51,800	34,510	51,765	51,700	0%
21-01-0-002	PART-TIME WAGES CONCESSION	35,000	29,279	43,919	25,000	(28%)
21-01-0-003	PART-TIME WAGES	45,000	31,535	47,303	38,000	(15%)
21-01-0-020	CONTRACTS	20,000	13,281	19,921	22,000	10%
21-01-0-021	PRINTING	500	344	516	500	0%
21-01-0-022	ADVERTISING/MARKETING	0	568	852	0	0%
21-01-0-023	POSTAGE	500	12	18	0	(100%)
21-01-0-025	TRAVEL, TRAINING, MEETING EXP	1,000	204	306	500	(50%)
21-01-0-033	POWER/CILCO - REC BUILDING	22,000	13,676	20,514	19,000	(13%)
21-01-0-036	POWER/CILCO - SIGN	500	363	545	500	0%
21-01-0-040	INSURANCE - COMPREHENSIVE	32,000	0	0	32,000	0%
21-01-0-050	BUILDING MAINTENANCE SUPPLIES	4,000	5,231	7,846	4,000	0%
21-01-0-051	MAINTENANCE - EQUIPMENT	2,000	3,191	4,787	500	(75%)
21-01-0-052	MAINTENANCE - VEHICLE	0	0	0	0	0%
21-01-0-069	SALES TAX EXPENSE	14,000	10,232	15,348	9,000	(35%)
21-01-0-070	MISC. GENERAL	3,000	1,176	1,765	1,500	(50%)
21-01-0-100	OFFICE SUPPLIES	500	441	662	500	0%
21-01-0-110	UNIFORMS & SAFETY SUPPLIES	500	490	735	500	0%
21-01-0-118	CONCESSION FOOD/BEVERAGE	90,000	74,872	112,308	50,000	(44%)
21-01-0-119	CONCESSION SUPPLIES	0	0	0	0	0%
21-01-0-120	SIGN PACKAGES	0	0	0	0	0%
21-01-0-121	CLEANING SUPPLIES	500	698	1,048	500	0%
21-01-0-151	FACILITY IMPROVEMENTS/PTS PROJ	0	424	636	0	0%
<b>TOTAL EASTSIDE CENTRE</b>		<b>322,800</b>	<b>220,527</b>	<b>330,794</b>	<b>255,700</b>	<b>(20%)</b>
<b>TOTAL REC BUILDING</b>		<b>322,800</b>	<b>220,527</b>	<b>330,794</b>	<b>255,700</b>	<b>(20%)</b>
<b>FITNESS CENTER</b>						
<b>EXPENSES</b>						
<b>EASTSIDE CENTRE</b>						
21-02-0-001	SALARIES AND WAGES	69,250	46,612	69,919	68,000	(1%)
21-02-0-003	PART-TIME WAGES	75,000	53,187	79,781	50,000	(33%)
21-02-0-005	COMMISSIONS	1,000	2,757	4,136	0	(100%)
21-02-0-020	CONTRACTS	20,000	12,534	18,801	18,000	(10%)
21-02-0-021	PRINTING	250	115	172	0	(100%)
21-02-0-022	ADVERTISING/MARKETING	5,000	568	852	2,000	(60%)
21-02-0-025	TRAVEL, TRAINING, MEETING EXP	1,500	0	0	500	(66%)
21-02-0-033	POWER - REC BUILDING	22,000	13,676	20,514	19,000	(13%)

FUND: EASTSIDE CENTRE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
<b>FITNESS CENTER EXPENSES</b>						
<b>EASTSIDE CENTRE</b>						
21-02-0-036	POWER - SIGN	500	363	545	500	0%
21-02-0-050	BUILDING MAINTENANCE SUPPLIES	5,000	3,010	4,515	4,000	(20%)
21-02-0-051	MAINTENANCE - EQUIPMENT	10,000	1,801	2,702	6,000	(40%)
21-02-0-054	MAINTENANCE - FITNESS	0	1,352	2,028	0	0%
21-02-0-069	SALES TAX EXPENSE	0	0	0	0	0%
21-02-0-070	MISC. GENERAL	1,000	3,137	4,705	4,000	300%
21-02-0-071	FITNESS PROGRAMMING	4,000	3,340	5,010	1,500	(62%)
21-02-0-100	OFFICE SUPPLIES	500	475	713	500	0%
21-02-0-110	UNIFORMS & SAFETY SUPPLIES	500	202	303	500	0%
21-02-0-121	CLEANING SUPPLIES	500	177	266	500	0%
21-02-0-151	FACILITY IMPROVEMENTS	0	0	0	0	0%
TOTAL EASTSIDE CENTRE		216,000	143,306	214,962	175,000	(18%)
TOTAL FITNESS CENTER		216,000	143,306	214,962	175,000	(18%)
<b>OUTSIDE OPERATIONS EXPENSES</b>						
<b>EASTSIDE CENTRE</b>						
21-03-0-001	SALARIES AND WAGES	26,400	17,557	26,335	26,400	0%
21-03-0-003	PART-TIME WAGES	30,000	28,570	42,855	20,000	(33%)
21-03-0-007	OPEB EXPENSE EASTSIDE	0	0	0	0	0%
21-03-0-025	TRAVEL, TRAINING, MEETING EXP	500	0	0	250	(50%)
21-03-0-030	POWER/CILCO - BASEBALL	14,000	13,258	19,887	10,000	(28%)
21-03-0-032	POWER/CILCO - PUMP HOUSE	3,000	2,079	3,118	2,000	(33%)
21-03-0-034	POWER/CILCO - SOCCER	4,000	9,059	13,588	4,000	0%
21-03-0-035	POWER/CILCO - SOFTBALL	10,000	9,150	13,726	9,000	(10%)
21-03-0-036	POWER/CILCO - SIGN	500	363	545	500	0%
21-03-0-044	TELEPHONE	0	0	0	0	0%
21-03-0-050	MAINT & REPAIR BUILDINGS	4,000	2,302	3,454	4,000	0%
21-03-0-051	MAINTENANCE - EQUIPMENT	8,000	3,778	5,667	4,000	(50%)
21-03-0-052	MAINTENANCE - VEHICLE	2,000	1,417	2,125	500	(75%)
21-03-0-060	RENTAL	5,000	4,232	6,349	3,000	(40%)
21-03-0-070	MISC. GENERAL	500	171	257	0	(100%)
21-03-0-110	UNIFORMS & SAFETY SUPPLIES	1,000	1,072	1,608	500	(50%)
21-03-0-115	MOTOR FUEL/PROPANE	0	0	0	0	0%
21-03-0-151	FACILITY IMPROVEMENTS	0	0	0	0	0%
21-03-0-152	GROUNDS MAINTENANCE	25,000	23,146	34,720	17,000	(32%)

FUND: EASTSIDE CENTRE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
OUTSIDE OPERATIONS						
EXPENSES						
EASTSIDE CENTRE						
21-03-0-201	ESC Backhoe Interest	825	661	992	456	(44%)
21-03-0-231	ESC Backhoe Loan	18,080	11,941	17,912	18,450	2%
		-----			-----	
TOTAL EASTSIDE CENTRE		152,805	128,756	193,138	120,056	(21%)
TOTAL OUTSIDE OPERATIONS		152,805	128,756	193,138	120,056	(21%)
TOTAL FUND REVENUES & BEG. BALANCE		664,000	376,566	564,851	544,000	(18%)
TOTAL FUND EXPENSES		691,605	492,589	738,894	550,756	(20%)
FUND SURPLUS (DEFICIT)		(27,605)	(116,023)	(174,043)	(6,756)	(75%)

FUND: MARINA DEBT SERVICE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC(DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
BEGINNING BALANCE					0	
<b>REVENUES</b>						
22-00-0-300	INCREMENTAL PROP TAX	774,000	750,334	1,125,501	802,715	3%
22-00-0-351	INTEREST EARNED	250	0	0	1,000	300%
22-00-0-398	INTERFUND TRANSFER	(640,000)	0	0	(648,400)	1%
-----						
TOTAL		134,250	750,334	1,125,501	155,315	15%
TOTAL REVENUES:		134,250	750,334	1,125,501	155,315	15%
<b>EXPENSES</b>						
22-00-0-239	DIST TO OTHER TAX DIST	134,000	0	0	140,000	4%
-----						
TOTAL		134,000	0	0	140,000	4%
TOTAL		134,000	0	0	140,000	4%
-----						
TOTAL FUND REVENUES & BEG. BALANCE		134,250	750,334	1,125,501	155,315	15%
TOTAL FUND EXPENSES		134,000	0	0	140,000	4%
FUND SURPLUS (DEFICIT)		250	750,334	1,125,501	15,315	26%

FUND: HOTEL-MOTEL TAX

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
BEGINNING BALANCE					0	
<b>REVENUES</b>						
23-00-0-315	HOTEL MOTEL TAXES	850,000	567,460	851,191	589,000	(30%)
23-00-0-350	RENTAL-BUILDING	7,000	1,525	2,287	4,000	(42%)
23-00-0-351	INTEREST EARNED	0	0	0	0	0%
23-00-0-352	F.O.L. FOUNDATION RECEIPTS	240,000	0	0	300,000	25%
23-00-0-353	FLOAT SPONSORSHIP	19,000	500	750	10,000	(47%)
23-00-0-355	REIMBURSEMENTS	2,000	10,984	16,477	2,000	0%
23-00-0-356	DONATIONS	0	0	0	0	0%
23-00-0-380	MISCELLANEOUS RECEIPTS	5,000	4,321	6,482	4,500	(10%)
23-00-0-381	FOLEPI CLASSIC RECEIPTS	11,500	0	0	12,000	4%
23-00-0-383	QUEEN CONTEST RECEIPTS	1,500	575	863	1,500	0%
<b>TOTAL</b>		1,136,000	585,365	878,050	923,000	(18%)
<b>TOTAL REVENUES:</b>		1,136,000	585,365	878,050	923,000	(18%)
<b>EXPENSES</b>						
23-00-0-001	WAGES & LABOR	189,200	108,305	162,458	170,000	(10%)
23-00-0-002	FESTIVAL LABOR	60,000	28,748	43,122	65,000	8%
23-00-0-003	PART-TIME ESC MOWING 1/2	30,000	28,808	43,213	25,000	(16%)
23-00-0-004	SPECIAL EVENT LABOR	20,000	0	0	20,000	0%
23-00-0-005	FESTIVAL LABOR OVERTIME	5,000	2,457	3,686	2,000	(60%)
23-00-0-007	PART-TIME CITY WIDE MOWING	75,000	62,098	93,147	90,000	20%
23-00-0-020	CONTRACTS	28,500	23,000	34,500	29,000	1%
23-00-0-021	PRINTING	2,000	1,731	2,597	2,000	0%
23-00-0-023	POSTAGE	1,000	1	2	500	(50%)
23-00-0-025	TRAVEL, TRAINING & MEETING EXP	500	4	6	0	(100%)
23-00-0-035	DUES, SUBSCRIPTIONS & PUBLICAT	500	311	467	500	0%
23-00-0-044	TELEPHONE EXPENSE	3,500	2,556	3,834	3,000	(14%)
23-00-0-070	MISCELLANEOUS OPERATING EXP	10,000	8,010	12,016	10,000	0%
23-00-0-071	BEAUTIFICATION COMMISSION	5,000	4,020	6,031	5,000	0%
23-00-0-072	FOL OTHER OPERATING EXP	4,000	3,489	5,234	4,000	0%
23-00-0-073	FOL PARADE	60,000	58,301	87,451	60,000	0%
23-00-0-074	FOL CITY LIGHTING	2,500	2,073	3,109	2,000	(20%)
23-00-0-076	FOL ENCHANTED FOREST	1,500	0	0	1,500	0%
23-00-0-078	FOL ADVERTISING	20,000	6,457	9,685	16,000	(20%)
23-00-0-079	FOL TOURISM/PUBLIC RELATIONS	30,000	28,004	42,006	25,000	(16%)
23-00-0-081	FOL CLASSIC	10,000	4,105	6,158	8,500	(15%)
23-00-0-083	QUEEN CONTEST	3,000	1,907	2,860	2,000	(33%)
23-00-0-100	OFFICE SUPPLIES	1,000	0	0	500	(50%)

FUND: HOTEL-MOTEL TAX

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
<b>EXPENSES</b>						
23-00-0-110	CLOTHING & SAFETY SUPPLIES	0	0	0	1,000	0%
23-00-0-150	WINTER WONDERLAND	60,000	32,089	48,134	60,000	0%
23-00-0-151	FOL MARKETPLACE	35,000	11,005	16,508	25,000	(28%)
23-00-0-152	GROUNDS MAINT-ESC 1/2	40,000	24,530	36,795	25,000	(37%)
23-00-0-153	GROUNDS MAINT-CITY DOWNTOWN	50,000	33,424	50,136	40,000	(20%)
23-00-0-181	CHAMB OF COMMERCE & EDC PROJ	15,400	0	0	15,400	0%
23-00-0-182	CAPITOL IMPROVEMENTS	275,000	159,101	238,651	751,580	173%
23-00-0-183	TOURISM PROMOTION-WEB SITE	8,000	5,879	8,819	8,000	0%
23-00-0-201	TOURISM EXPENSE	50,000	37,500	56,250	50,000	0%
<b>TOTAL</b>		<b>1,095,600</b>	<b>677,913</b>	<b>1,016,875</b>	<b>1,517,480</b>	<b>38%</b>
<b>TOTAL</b>		<b>1,095,600</b>	<b>677,913</b>	<b>1,016,875</b>	<b>1,517,480</b>	<b>38%</b>
TOTAL FUND REVENUES & BEG. BALANCE		1,136,000	585,365	878,050	923,000	(18%)
TOTAL FUND EXPENSES		1,095,600	677,913	1,016,875	1,517,480	38%
FUND SURPLUS (DEFICIT)		40,400	(92,548)	(138,825)	(594,480)	(571%)

FUND: AMBULANCE FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	% INC (DEC)
<b>EXPENSES</b>						
24-00-0-001	AMBULANCE WAGES	0	0	0	0	0%
24-00-0-070	OTHER OPERATING EXPENSES	0	0	0	0	0%
24-00-0-180	AMUBLANCE OVERPAYMNT REFUNDS	0	0	0	0	0%
TOTAL		0	0	0	0	0%
TOTAL		0	0	0	0	0%
TOTAL FUND REVENUES & BEG. BALANCE		0	0	0	0	0%
TOTAL FUND EXPENSES		0	0	0	0	0%
FUND SURPLUS (DEFICIT)		0	0	0	0	0%

FUND: CAMP STREET TIF

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
BEGINNING BALANCE					0	
<b>CAMP STREET TIF REVENUES</b>						
25-00-0-300	INCREMENTAL PROPERTY TAX	1,900,000	1,878,121	2,817,181	2,105,848	10%
25-00-0-305	TIF TAXES B	0	17,784	26,676	0	0%
25-00-0-308	TIF TAXES C	700,000	423,203	634,804	523,664	(25%)
25-00-0-349	RENTAL INCOME	650,000	366,163	549,245	475,000	(26%)
25-00-0-350	HOTEL/CONF CENTER LEASE	1,055,040	0	0	1,077,960	2%
25-00-0-351	INTEREST EARNED	3,000	1,378	2,067	5,000	66%
25-00-0-352	PROPERTY SALES	0	0	0	20,000	0%
25-00-0-355	REIMBURSEMENTS	20,000	0	0	0	(100%)
25-00-0-397	TRANS FROM OTHER FUNDS	0	0	0	0	0%
25-00-0-398	INTERFUND LOAN-GAMING	2,515,289	0	0	3,238,002	28%
<b>TOTAL</b>		<b>6,843,329</b>	<b>2,686,649</b>	<b>4,029,973</b>	<b>7,445,474</b>	<b>8%</b>
TOTAL REVENUES: CAMP STREET TIF		6,843,329	2,686,649	4,029,973	7,445,474	8%
<b>EXPENSES</b>						
<b>CAMP STREET TIF</b>						
25-00-0-012	ENGINEERING FEES	75,000	77,683	116,525	120,100	60%
25-00-0-014	LEGAL FEES	25,000	10,930	16,396	17,500	(30%)
25-00-0-050	MAINTENANCE & REPAIR-BUILDINGS	10,000	1,372	2,058	10,000	0%
25-00-0-070	OTHER OPERATING EXPENSES	100,000	65,975	98,963	65,000	(35%)
25-00-0-073	PROPERTY TAX EXPENSE	425,000	426,503	639,755	430,000	1%
25-00-0-074	BIKE TRAIL IDNR/ITFP	0	0	0	0	0%
25-00-0-160	CONSTRUCTION	0	0	0	504,735	0%
25-00-0-201	CAMP STREET DEBT SERVICE INT	6,463	3,523	5,285	5,016	(22%)
25-00-0-202	2012-F BONDS INTEREST(REF02-C)	34,600	17,300	25,950	23,400	(32%)
25-00-0-203	2007 BOND INTEREST	779,900	389,950	584,925	779,900	0%
25-00-0-204	2012-G BOND INTEREST(REF04B)	0	0	0	0	0%
25-00-0-205	2016 - C BOND INTEREST	67,385	33,692	50,538	36,225	(46%)
25-00-0-231	CAMP STREET DEBT SERVICE PRINC	57,323	28,369	42,553	58,770	2%
25-00-0-232	2012-F BONDS PRINCIPAL(REF02C)	280,000	0	0	290,000	3%
25-00-0-233	2007 BONDS PRINCIPAL	0	0	0	0	0%
25-00-0-234	2004-B BONDS PRINCIPAL	0	0	0	0	0%
25-00-0-244	ENGINEER FEES	0	0	0	0	0%
25-00-0-245	2010-A BOND INTEREST	787,743	393,871	590,806	556,965	(29%)
25-00-0-246	2010-B BOND INTEREST	714,915	357,457	536,186	687,015	(3%)
25-00-0-247	2010-A BOND PRINCIPAL	1,030,000	0	0	1,190,000	15%
25-00-0-248	2010-B BOND PRINCIPAL	930,000	0	0	955,000	2%
25-00-0-249	2016 - C BOND PRINCIPAL	1,520,000	0	0	1,610,000	5%
<b>TOTAL CAMP STREET TIF</b>		<b>6,843,329</b>	<b>1,806,625</b>	<b>2,709,940</b>	<b>7,339,626</b>	<b>7%</b>

FUND: CAMP STREET TIF

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC(DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
TOTAL CAMP STREET TIF		6,843,329	1,806,625	2,709,940	7,339,626	7%
TOTAL FUND REVENUES & BEG. BALANCE		6,843,329	2,686,649	4,029,973	7,445,474	8%
TOTAL FUND EXPENSES		6,843,329	1,806,625	2,709,940	7,339,626	7%
FUND SURPLUS (DEFICIT)		0	880,024	1,320,033	105,848	0%

FUND: W. WASHINGTON ST TIF

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
BEGINNING BALANCE					0	
<b>W WASHINGTON ST TIF</b>						
<b>REVENUES</b>						
26-00-0-300	INCREMENTAL PROPERTY TAX	2,600,000	2,474,909	3,712,363	2,794,263	7%
26-00-0-304	TIF D TAXES	1,000,000	586,268	879,402	930,000	(7%)
26-00-0-351	INTEREST EARNED	5,000	6,854	10,281	7,000	40%
26-00-0-352	PROPERTY SALES	100,000	69,696	104,544	0	(100%)
26-00-0-397	INTERFUND TRANSFER	686,455	0	0	0	(100%)
26-00-0-398	INTERFUND LOAN-GAMING	200,711	0	0	1,042,400	419%
<b>TOTAL</b>		<b>4,592,166</b>	<b>3,137,727</b>	<b>4,706,590</b>	<b>4,773,663</b>	<b>3%</b>
TOTAL REVENUES: W WASHINGTON ST TIF		4,592,166	3,137,727	4,706,590	4,773,663	3%
<b>EXPENSES</b>						
26-00-0-012	ENGINEERING FEES	7,500	3,123	4,684	8,500	13%
26-00-0-014	LEGAL FEES	10,000	888	1,332	8,500	(15%)
26-00-0-025	TRAVEL, TRAINING & MEETING EXP	2,500	734	1,102	0	(100%)
26-00-0-070	OTHER OPERATING EXPENSES	25,000	13,411	20,116	15,000	(40%)
26-00-0-175	LAND PURCHASES	0	0	0	0	0%
26-00-0-199	SALES TAX REBATE	1,500,000	547,494	821,241	1,400,000	(6%)
26-00-0-201	2012 ABCD BOND INTEREST	274,672	137,335	206,003	245,056	(10%)
26-00-0-202	TARGET EXPENSE INTEREST	338,250	169,125	253,687	338,250	0%
26-00-0-205	2013-B INTEREST (REF 2008)	167,150	83,575	125,362	147,000	(12%)
26-00-0-230	MCB LOAN - CAMP ST	572,094	0	0	572,094	0%
26-00-0-231	2012 ABCD BOND PRINCIPAL	1,160,000	0	0	1,190,000	2%
26-00-0-232	2013-B BOND PRINCIPAL	535,000	0	0	555,000	3%
<b>TOTAL</b>		<b>4,592,166</b>	<b>955,685</b>	<b>1,433,527</b>	<b>4,479,400</b>	<b>(2%)</b>
TOTAL W WASHINGTON ST TIF		4,592,166	955,685	1,433,527	4,479,400	(2%)
TOTAL FUND REVENUES & BEG. BALANCE		4,592,166	3,137,727	4,706,590	4,773,663	3%
TOTAL FUND EXPENSES		4,592,166	955,685	1,433,527	4,479,400	(2%)
FUND SURPLUS (DEFICIT)		0	2,182,042	3,273,063	294,263	0%

FUND: WATER & SEWER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
BEGINNING BALANCE					0	
<b>REVENUES</b>						
50-00-0-351	INTEREST EARNED	20,000	30,776	46,164	25,000	25%
50-00-0-355	REIMBURSEMENTS	15,000	20,376	30,564	15,000	0%
50-00-0-360	WATER SALES BILLED	3,625,000	2,079,888	3,119,833	3,650,000	0%
50-00-0-361	WATER TAP-IN CHARGES	30,000	16,474	24,712	30,000	0%
50-00-0-365	WATER ASSESSMENTS	12,500	2,400	3,600	10,000	(20%)
50-00-0-370	SEWER SERVICE BILLED	3,900,000	2,102,887	3,154,330	3,750,000	(3%)
50-00-0-371	SEWER PERMITS	1,500	575	862	1,000	(33%)
50-00-0-372	SEWER CONTRACTOR'S LICENSE	1,000	945	1,417	1,000	0%
50-00-0-373	SEWER INSPECTION FEES	1,000	575	862	1,000	0%
50-00-0-374	SEWER ASSESSMENTS	15,000	4,400	6,600	12,500	(16%)
50-00-0-376	SEWER CONNECTION FEE	15,000	5,055	7,582	12,500	(16%)
50-00-0-379	Sewer Capital Fee	1,600,000	975,868	1,463,802	2,000,000	25%
50-00-0-380	MISCELLANEOUS RECEIPTS	15,000	17,318	25,978	15,000	0%
50-00-0-394	CUSTOMER DEPOSITS	15,000	13,546	20,319	15,000	0%
50-00-0-399	PENALTIES BILLED	170,000	117,638	176,457	200,000	17%
TOTAL		9,436,000	5,388,721	8,083,082	9,738,000	3%
TOTAL REVENUES:		9,436,000	5,388,721	8,083,082	9,738,000	3%
<b>EXPENSES</b>						
50-00-0-197	DEPRECIATION EXPENSE	0	0	0	0	0%
50-00-0-198	WATER & SEWER ADJUSTMENTS	100,000	66,103	99,155	100,000	0%
TOTAL		100,000	66,103	99,155	100,000	0%
TOTAL		100,000	66,103	99,155	100,000	0%
<b>WATER DEPARTMENT EXPENSES</b>						
<b>WATER DEPARTMENT</b>						
50-50-0-001	SALARIES & WAGES	913,200	539,413	809,120	830,970	(9%)
50-50-0-003	CLERICAL SALARIES	73,000	49,715	74,572	73,692	0%
50-50-0-006	OVERTIME	120,000	50,734	76,101	102,000	(15%)
50-50-0-007	IMRF	225,000	115,623	173,434	225,000	0%
50-50-0-008	ADMIN FEE / ERI	282,000	0	0	282,000	0%
50-50-0-012	ENGINEERING FEES	30,000	18,462	27,693	12,750	(57%)
50-50-0-013	AUDIT FEES	24,000	24,000	36,000	24,000	0%

FUND: WATER & SEWER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
<b>WATER DEPARTMENT EXPENSES</b>						
<b>WATER DEPARTMENT</b>						
50-50-0-014	ATTORNEY'S FEES	130,000	0	0	130,000	0%
50-50-0-017	SOCIAL SECURITY	76,000	0	0	76,000	0%
50-50-0-020	CONTRACTUAL SERVICES	40,000	42,568	63,853	68,425	71%
50-50-0-021	PRINTING	15,000	8,162	12,243	12,325	(17%)
50-50-0-023	POSTAGE	32,000	24,915	37,373	27,199	(15%)
50-50-0-025	TRAVEL, TRAINING & MEETING EXP	8,000	3,735	5,603	4,038	(49%)
50-50-0-030	CLOTHING ALLOWANCE	10,000	10,000	15,000	10,000	0%
50-50-0-040	INSURANCE	320,000	235,980	353,970	320,000	0%
50-50-0-045	UTILITIES-BUILDING & OFFICES	20,000	9,013	13,520	17,850	(10%)
50-50-0-047	UTILITIES-PUMPING	275,000	141,766	212,650	229,500	(16%)
50-50-0-049	INFORMATION TECHNOLOGY	50,000	14,716	22,074	42,500	(15%)
50-50-0-050	MAINTENANCE & REPAIR-BUILDINGS	50,000	26,052	39,079	25,500	(49%)
50-50-0-051	MAINTENANCE & REPAIR-EQUIPMENT	110,000	20,154	30,232	65,960	(40%)
50-50-0-052	MAINTENANCE & REPAIR-VEHICLES	25,000	7,724	11,586	21,250	(15%)
50-50-0-061	EQUIPMENT RENTAL	3,000	0	0	3,400	13%
50-50-0-070	OTHER OPERATING EXPENSES	10,000	11,431	17,146	7,820	(21%)
50-50-0-071	CREDIT CARD FEES	20,000	8,364	12,546	20,000	0%
50-50-0-100	OFFICE SUPPLIES	8,000	2,149	3,224	5,100	(36%)
50-50-0-110	CLOTHING & SAFETY SUPPLIES	10,000	2,714	4,071	4,675	(53%)
50-50-0-112	METER PARTS & REPAIRS	1,500	1,610	2,415	1,275	(15%)
50-50-0-115	MOTOR FUEL & LUBRICANTS	45,000	26,272	39,409	48,705	8%
50-50-0-120	VEHICLE SUPPLIES & ACCESSORIES	0	0	0	0	0%
50-50-0-121	BUILDING MAINTENANCE SUPPLIES	1,500	0	0	1,020	(32%)
50-50-0-123	WATER MAIN REPAIR SUPPLIES	95,000	48,636	72,954	80,750	(15%)
50-50-0-124	WATER TREATMENT SUPPLIES	125,000	68,279	102,419	59,925	(52%)
50-50-0-125	METERS	15,000	1,885	2,828	10,200	(32%)
50-50-0-126	PIPE & FITTINGS	50,000	35,741	53,612	42,500	(15%)
50-50-0-127	OPERATING SUPPLIES	25,000	2,379	3,569	6,375	(74%)
50-50-0-130	FIRE HYDRANT SUPPLIES	20,000	4,488	6,732	17,000	(15%)
50-50-0-155	OFFICE EQUIPMENT PURCHASES	6,000	0	0	5,100	(15%)
50-50-0-160	OPERATING EQUIPMENT PURCHASES	50,000	84,690	127,035	0	(100%)
50-50-0-161	AUTOMOTIVE EQUIPMENT PURCHASES	25,000	0	0	0	(100%)
50-50-0-170	WATER MAIN CONSTRUCTION	0	193	289	0	0%
50-50-0-180	CLAIMS & JUDGEMENTS	10,000	6,360	9,540	10,000	0%
TOTAL WATER DEPARTMENT		3,348,200	1,647,923	2,471,892	2,924,804	(12%)
TOTAL WATER DEPARTMENT		3,348,200	1,647,923	2,471,892	2,924,804	(12%)
<b>SEWER DEPARTMENT EXPENSES</b>						

FUND: WATER & SEWER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
<b>SEWER DEPARTMENT</b>						
50-51-0-001	SALARIES & WAGES	582,000	320,432	480,648	478,301	(17%)
50-51-0-003	CLERICAL SALARIES	74,000	46,268	69,403	78,588	6%
50-51-0-006	OVERTIME	50,000	26,485	39,727	48,025	(3%)
50-51-0-008	ADMIN FEE / ERI	280,000	0	0	280,000	0%
50-51-0-012	ENGINEERING FEES-OPERATIONS	70,000	19,001	28,502	38,250	(45%)
50-51-0-017	SOCIAL SECURITY	50,000	0	0	55,000	10%
50-51-0-025	TRAVEL, TRAINING & MEETING EXP	4,000	3,412	5,119	723	(81%)
50-51-0-035	DUES, SUBSCRIPTIONS & PUBLICATION	5,000	8,037	12,056	12,589	151%
50-51-0-040	INSURANCE	240,000	167,175	250,762	242,958	1%
50-51-0-045	UTILITIES-BUILDING & OFFICES	6,100	2,518	3,778	5,432	(10%)
50-51-0-047	UTILITIES-PUMPING	350,000	198,110	297,165	313,234	(10%)
50-51-0-050	MAINTENANCE & REPAIR-BUILDINGS	10,000	2,636	3,954	5,916	(40%)
50-51-0-052	MAINTENANCE & REPAIR-VEHICLES	20,000	8,344	12,517	13,787	(31%)
50-51-0-055	MAINTENANCE & REPAIR-SEWER	0	(2)	(3)	17,510	0%
50-51-0-070	OTHER OPERATING EXPENSES	20,000	2,856	4,284	17,000	(15%)
50-51-0-080	MAINTENANCE & REPAIR-PLANT 1	50,000	43,820	65,730	41,820	(16%)
50-51-0-085	MAINTENANCE & REPAIR-PLANT 2	0	0	0	1	0%
50-51-0-086	MAINTENANCE & REPAIR-PLANT 3	20,000	7,969	11,953	15,300	(23%)
50-51-0-087	SLUDGE PROCESSING & HANDLING	75,000	63,081	94,622	48,280	(35%)
50-51-0-092	MAINTENANCE & REPAIR-LIFT STAT	0	0	0	40,800	0%
50-51-0-102	LABORATORY SUPPLIES & EXPENSES	10,000	5,803	8,704	8,500	(15%)
50-51-0-110	CLOTHING & SAFETY EQUIPMENT	5,500	1,402	2,104	4,675	(15%)
50-51-0-115	MOTOR FUEL & LUBRICANTS	15,000	10,338	15,508	13,855	(7%)
50-51-0-127	OTHER OPERATING SUPPLIES	15,000	1,570	2,355	12,623	(15%)
50-51-0-160	OPERATING EQUIPMENT PURCHASES	0	843	1,265	0	0%
50-51-0-161	AUTOMOTIVE EQUIPMENT PURCHASES	86,000	105,145	157,717	0	(100%)
<b>TOTAL</b>		<b>2,037,600</b>	<b>1,045,243</b>	<b>1,567,870</b>	<b>1,793,167</b>	<b>(11%)</b>
<b>TOTAL SEWER DEPARTMENT</b>		<b>2,037,600</b>	<b>1,045,243</b>	<b>1,567,870</b>	<b>1,793,167</b>	<b>(11%)</b>
<b>SEWER MAINTENANCE EXPENSES</b>						
50-53-0-001	SALARIES & WAGES	300,000	179,845	269,768	305,250	1%
50-53-0-006	OVERTIME	25,000	15,482	23,224	16,320	(34%)
50-53-0-017	SOCIAL SECURITY	25,000	0	0	25,000	0%
50-53-0-030	CLOTHING ALLOWANCE	2,000	0	0	4,500	125%
50-53-0-040	INSURANCE	45,000	15,075	22,612	46,200	2%

FUND: WATER & SEWER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
<b>SEWER MAINTENANCE EXPENSES</b>						
50-53-0-052	MAINT & REPAIR VEHICLES	16,000	11,813	17,719	14,110	(11%)
50-53-0-070	OTHER OPERATING EXP	3,000	3,355	5,033	2,550	(15%)
50-53-0-092	MAINT & REPAIR LIFT STATIONS	60,000	49,729	74,594	42,500	(29%)
50-53-0-110	CLOTHING & SAFETY EQUIPMENT	2,000	592	889	850	(57%)
50-53-0-115	MOTOR FUEL & LUBRICANTS	20,000	7,985	11,977	12,750	(36%)
50-53-0-127	OPERATING SUPPLIES	8,000	1,071	1,607	6,800	(15%)
50-53-0-161	OPERATING EQUIPMNT PURCHASE	0	26,133	39,199	0	0%
50-53-0-201	VACTOR TRUCK LOAN INT	2,645	1,442	2,163	1,178	(55%)
50-53-0-240	VACTOR TRUCK LOAN PRINC.	78,114	38,936	58,405	79,582	1%
TOTAL		586,759	351,458	527,190	557,590	(4%)
TOTAL SEWER MAINTENANCE		586,759	351,458	527,190	557,590	(4%)
<b>RECURRING CAPITAL IMPMNT WATER EXPENSES</b>						
50-55-0-053	MAINT & REPAIR RESERVOIR/TANKS	10,000	0	0	0	(100%)
50-55-0-160	WELL PUMPS,EQPMNT,& INSTRUMNT	40,000	24,604	36,906	0	(100%)
50-55-0-170	WATERMAIN CONSTRUCTION	70,000	102,798	154,197	0	(100%)
TOTAL		120,000	127,402	191,103	0	(100%)
TOTAL RECURRING CAPITAL IMPMNT WATER		120,000	127,402	191,103	0	(100%)
<b>IMPRVMNT &amp; REPLCMNT SEWER EXPENSES</b>						
50-56-0-053	MAINT & REPAIR STRUCTURES	226,000	85,939	128,909	10,000	(95%)
50-56-0-170	SEWER CONSTRUCTION	30,000,000	4,300,937	6,451,406	30,000,000	0%
TOTAL		30,226,000	4,386,876	6,580,315	30,010,000	0%
TOTAL IMPRVMNT & REPLCMNT SEWER		30,226,000	4,386,876	6,580,315	30,010,000	0%
<b>BOND &amp; INTEREST ACCT EXPENSES</b>						

FUND: WATER & SEWER

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
<b>BOND &amp; INTEREST ACCT</b>						
50-57-0-070	BANK COLL FEES	1,000	0	0	500	(50%)
50-57-0-200	1992-C REV BOND INT PAYMNTS	0	0	0	0	0%
50-57-0-205	2012-E BOND INT (REF 2002A&B)	19,000	9,500	14,250	13,000	(31%)
50-57-0-235	2012-E BOND PRINC(REF 02 A&B)	150,000	0	0	160,000	6%
50-57-0-250	1998 WASTEWATER IMPV PAYMENT	0	0	0	0	0%
50-57-0-251	2000 MEADOW AVE PLANT PROJ	63,105	31,552	47,328	0	(100%)
50-57-0-253	CILCO LANE/KEAYES AV WATERMAIN	66,113	66,112	99,169	66,113	0%
50-57-0-254	WWTP#1RAS STATION	65,107	32,553	48,830	65,107	0%
50-57-0-255	CENTENNIAL WTP	245,602	122,801	184,201	245,603	0%
50-57-0-256	AUTO METER READ LOAN	187,116	109,150	163,726	187,116	0%
<b>TOTAL</b>		<b>797,043</b>	<b>371,668</b>	<b>557,504</b>	<b>737,439</b>	<b>(7%)</b>
<b>TOTAL BOND &amp; INTEREST ACCT</b>		<b>797,043</b>	<b>371,668</b>	<b>557,504</b>	<b>737,439</b>	<b>(7%)</b>
TOTAL FUND REVENUES & BEG. BALANCE		9,436,000	5,388,721	8,083,082	9,738,000	3%
TOTAL FUND EXPENSES		37,215,602	7,996,673	11,995,029	36,123,000	(2%)
FUND SURPLUS (DEFICIT)		(27,779,602)	(2,607,952)	(3,911,947)	(26,385,000)	(5%)

FUND: SPECIAL ASSESSMENTS FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
BEGINNING BALANCE					0	
<b>REVENUES</b>						
70-00-0-351	INTEREST	2,000	2,057	3,085	1,250	(37%)
70-00-0-354	INTEREST ON SPECIAL ASSESSMENT	0	0	0	0	0%
TOTAL		2,000	2,057	3,085	1,250	(37%)
TOTAL REVENUES:		2,000	2,057	3,085	1,250	(37%)
TOTAL FUND REVENUES & BEG. BALANCE		2,000	2,057	3,085	1,250	(37%)
TOTAL FUND EXPENSES		0	0	0	0	0%
FUND SURPLUS (DEFICIT)		2,000	2,057	3,085	1,250	(37%)

FUND: MOTOR FUEL TAX

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
BEGINNING BALANCE					0	
<b>REVENUES</b>						
75-00-0-310	MOTOR FUEL TAX ALLOTMENT	600,000	410,788	616,182	772,500	28%
75-00-0-351	INTEREST INCOME	4,000	2,353	3,529	2,500	(37%)
-----						
TOTAL		604,000	413,141	619,711	775,000	28%
TOTAL REVENUES:		604,000	413,141	619,711	775,000	28%
<b>EXPENSES</b>						
75-00-0-012	ENGINEERING FEES	25,000	16,060	24,090	60,000	140%
75-00-0-070	MISCELLANEOUS EXPENSE	5,000	30	45	662	(86%)
75-00-0-163	STREET PAVING & RESURFACING	550,000	590,511	885,767	700,000	27%
75-00-0-165	BRIDGE CONSTRUCTION	10,000	0	0	0	(100%)
75-00-0-195	INTERFUND TRANSFERS	0	(200,000)	(300,000)	0	0%
-----						
TOTAL		590,000	406,601	609,902	760,662	28%
TOTAL		590,000	406,601	609,902	760,662	28%
<b>TOTAL FUND REVENUES &amp; BEG. BALANCE</b>						
		604,000	413,141	619,711	775,000	28%
<b>TOTAL FUND EXPENSES</b>						
		590,000	406,601	609,902	760,662	28%
<b>FUND SURPLUS (DEFICIT)</b>						
		14,000	6,540	9,809	14,338	2%

FUND: HOUSING GRANTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----					0	
BEGINNING BALANCE						
HOUSING GRANTS						
REVENUES						
HOUSING GRANTS REVENUE						
78-00-0-351	INTEREST EARNED	50	68	102	25	(50%)
-----					-----	
TOTAL HOUSING GRANTS REVENUE		50	68	102	25	(50%)
TOTAL REVENUES: HOUSING GRANTS		50	68	102	25	(50%)
EXPENSES						
HOUSING GRANTS						
78-00-0-070	MISCELLANEOUS EXPENSE	2,000	0	0	1,000	(50%)
-----					-----	
TOTAL HOUSING GRANTS		2,000	0	0	1,000	(50%)
TOTAL HOUSING GRANTS		2,000	0	0	1,000	(50%)
TOTAL FUND REVENUES & BEG. BALANCE		50	68	102	25	(50%)
TOTAL FUND EXPENSES		2,000	0	0	1,000	(50%)
FUND SURPLUS (DEFICIT)		(1,950)	68	102	(975)	(50%)

FUND: RIVERBOAT GAMING TAX FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
BEGINNING BALANCE					0	
REVENUES						
80-00-0-318	RIVERBOAT GAMING TAXES	4,350,000	2,236,072	3,354,108	2,430,500	(44%)
80-00-0-319	VIDEO GAMING - LOCAL SHARE	200,000	131,569	197,353	133,900	(33%)
80-00-0-351	INTEREST INCOME	7,500	9,850	14,775	5,000	(33%)
80-00-0-355	REIMBURSEMENTS	640,000	398	597	648,400	1%
80-00-0-398	INTERFUND TRANSFERS	(2,716,000)	(200,000)	(300,000)	(1,670,135)	(38%)
-----						
TOTAL		2,481,500	2,177,889	3,266,833	1,547,665	(37%)
TOTAL REVENUES:		2,481,500	2,177,889	3,266,833	1,547,665	(37%)
EXPENSES						
80-00-0-070	OTHER OPERATING EXPENSE	0	0	0	0	0%
80-00-0-130	POLICE	0	0	0	0	0%
80-00-0-140	FIRE	0	0	0	0	0%
80-00-0-162	SOLID WASTE	0	0	0	0	0%
80-00-0-165	CITY OF PEORIA	2,150,000	1,257,739	1,886,609	1,215,250	(43%)
-----						
TOTAL		2,150,000	1,257,739	1,886,609	1,215,250	(43%)
TOTAL		2,150,000	1,257,739	1,886,609	1,215,250	(43%)
GENERAL FUND						
EXPENSES						
80-01-0-020	ACCOUNTS & FINANCE	0	0	0	0	0%
80-01-0-025	IT Hardware	54,000	16,089	24,134	55,000	1%
80-01-0-150	CITY ADMINISTRATOR'S OFFICE	277,500	0	0	277,415	0%
-----						
TOTAL		331,500	16,089	24,134	332,415	0%
TOTAL GENERAL FUND		331,500	16,089	24,134	332,415	0%
TOTAL FUND REVENUES & BEG. BALANCE						
		2,481,500	2,177,889	3,266,833	1,547,665	(37%)
TOTAL FUND EXPENSES						
		2,481,500	1,273,828	1,910,743	1,547,665	(37%)
FUND SURPLUS (DEFICIT)						
		0	904,061	1,356,090	0	0%

FUND: INSURANCE ESCROW RESERVE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)			
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET				
-----									
BEGINNING BALANCE					0				
INSURANCE ESCROW RESERVE									
REVENUES									
REVENUE									
85-00-0-309	WC/LIAB PREMIUM	0	600,000	900,000	0	0%			
85-00-0-310	GROUP INSURANCE PREMIUM	0	1,969,141	2,953,712	0	0%			
85-00-0-351	INTEREST EARNED	0	235	353	0	0%			
85-00-0-355	REIMBURSEMENTS/MISC.	0	149,816	224,724	0	0%			
-----									
TOTAL REVENUE					0	2,719,192	4,078,789	0	0%
TOTAL REVENUES: INSURANCE ESCROW RESERVE					0	2,719,192	4,078,789	0	0%
EXPENSES									
EXPENSE									
85-00-0-040	INSURANCE EXPENSE	0	2,104,905	3,157,358	0	0%			
85-00-0-041	INSURANCE EXPENSE-WC	0	225,205	337,807	0	0%			
85-00-0-042	INSURANCE EXPENSE-LIABILITY	0	247,134	370,701	0	0%			
85-00-0-070	MISC. EXPENSE INSURANCE	0	263	395	0	0%			
-----									
TOTAL EXPENSE					0	2,577,507	3,866,261	0	0%
TOTAL INSURANCE ESCROW RESERVE					0	2,577,507	3,866,261	0	0%
TOTAL FUND REVENUES & BEG. BALANCE					0	2,719,192	4,078,789	0	0%
TOTAL FUND EXPENSES					0	2,577,507	3,866,261	0	0%
FUND SURPLUS (DEFICIT)					0	141,685	212,528	0	0%

FUND: DEPENDENT CARE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
BEGINNING BALANCE					0	
DEPENDENT CARE REVENUES						
86-00-0-310	DEPENDENT CARE CONTRIBUTION	0	6,249	9,374	0	0%
TOTAL		0	6,249	9,374	0	0%
TOTAL REVENUES: DEPENDENT CARE		0	6,249	9,374	0	0%
EXPENSES						
86-00-0-040	CLAIMS PAID	0	5,111	7,666	0	0%
TOTAL		0	5,111	7,666	0	0%
TOTAL DEPENDENT CARE		0	5,111	7,666	0	0%
TOTAL FUND REVENUES & BEG. BALANCE		0	6,249	9,374	0	0%
TOTAL FUND EXPENSES		0	5,111	7,666	0	0%
FUND SURPLUS (DEFICIT)		0	1,138	1,708	0	0%

FUND: UNREIMBURSED MEDICAL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----					0	
BEGINNING BALANCE					0	
UNREIMBURSED MEDICAL						
REVENUES						
UNREIMBURSED MEDICAL						
87-00-0-310	CONTRIBUTION	0	34,855	52,283	0	0%
87-00-0-351	INTEREST INCOME	0	142	213	0	0%
-----						
TOTAL UNREIMBURSED MEDICAL					0	0%
TOTAL REVENUES: UNREIMBURSED MEDICAL					0	0%
EXPENSES						
UNREIMBURSED MEDICAL						
87-00-0-040	CLAIMS PAID	0	32,970	49,455	0	0%
-----						
TOTAL UNREIMBURSED MEDICAL					0	0%
TOTAL UNREIMBURSED MEDICAL					0	0%
TOTAL FUND REVENUES & BEG. BALANCE					0	0%
TOTAL FUND EXPENSES					0	0%
FUND SURPLUS (DEFICIT)					0	0%

FUND: REVOLVING LOAN FUND

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	----- 2020 -----			--2021--	% INC (DEC)
		BUDGETED	8 MO. ACTUAL	PROJECTED	REQUESTED BUDGET	
-----						
BEGINNING BALANCE					0	
REVOLVING LOAN						
REVENUES						
REVENUE						
92-00-0-351	CHECKING INTEREST EARNED	0	4,539	6,809	0	0%
92-00-0-355	NOTE RECEIVABLE INTEREST	0	3,052	4,578	0	0%
-----						
TOTAL REVENUE					0	0%
TOTAL REVENUES: REVOLVING LOAN					0	0%
EXPENSES						
EXPENSES						
92-00-0-070	OTHER OPERATING EXPENSES	0	0	0	0	0%
-----						
TOTAL EXPENSES					0	0%
TOTAL REVOLVING LOAN					0	0%
TOTAL REVENUES					0	0%
TOTAL EXPENSES					0	0%
SURPLUS (DEFICIT)					0	0%
TOTAL FUND REVENUES & BEG. BALANCE					0	0%
TOTAL FUND EXPENSES					0	0%
FUND SURPLUS (DEFICIT)					0	0%

## MEMORANDUM

April 15, 2020

TO: Mayor John P. Kahl and Members of City Council

FROM: City Attorney's Office (Scott A. Brunton)

SUBJECT: Renewal of City's Group Term Life Insurance Policy for City Employees

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### DISCUSSION:

The City maintains a group term life insurance policy for the benefit of its employees, which is overseen by the City's Insurance & Benefits Committee. This group term life insurance policy has traditionally provided a \$25,000 death benefit for all City employees, a \$5,000 death benefit for the employee's spouse and eligible dependents, and reduced death benefit for City retirees. The policy also provides an additional benefit at the same applicable benefit level for accidental death and dismemberment (AD&D). For the past several years, the City has maintained a policy with Standard Insurance Company for the City's group term life insurance plan. At the time of renewal, the Insurance & Benefits Committee reviews the renewal quotes, then provides a recommendation regarding the renewal of the City's group term life insurance plan. The Committee has again completed this review process.

Standard Insurance Company has offered a one-year renewal at the current rates with no change in benefits. The Committee is recommending the one-year renewal of the City's group term life insurance plan as provided in this recent renewal quote from Standard Insurance Company.

### RECOMMENDATION:

The Insurance & Benefits Committee recommends that the Council pass this Resolution.

c: Teresa Durm  
Jeff Becker  
Dennis Triggs

**RESOLUTION NO. 1920-138**

**East Peoria, Illinois**

\_\_\_\_\_, 2020

**RESOLUTION BY COMMISSIONER \_\_\_\_\_**

**RESOLUTION REGARDING RENEWAL OF GROUP TERM  
LIFE INSURANCE POLICY FOR CITY EMPLOYEES**

**WHEREAS**, the City of East Peoria maintains a group term life insurance policy with additional AD&D (accidental death and dismemberment) coverage for the benefit of its employees, and the City's Insurance & Benefits Committee oversees this employee benefit; and

**WHEREAS**, in recent years, the City has maintained its group term life insurance policy with Standard Insurance Company; and

**WHEREAS**, the City's group term life insurance policy with Standard Insurance Company provides a \$25,000 death benefit for all current active City employees, a \$5,000 death benefit for the employee's spouse and eligible dependents, and reduced death benefit for City retirees; and

**WHEREAS**, the Insurance & Benefits Committee has recently received a quote from Standard Insurance Company for the renewal of the City's group term life insurance policy for the new fiscal plan year beginning May 1, 2020; and

**WHEREAS**, the quote from Standard Insurance Company for a one-year renewal of the City's policy maintains the same rate structure from the previous year with no increase in cost for the new fiscal year beginning on May 1, 2020, as set forth in the rate proposal in Exhibit A, attached hereto and incorporated herein by reference (the "Proposal"); and

**WHEREAS**, the Insurance & Benefits Committee, by a proper vote, has approved the renewal of the City's group term life insurance policy with Standard Insurance Company as set forth in the Proposal (Exhibit A) for a one-year period beginning May 1, 2020;

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

**Section 1.** The City adopts the recommendation made by the Insurance & Benefits Committee to renew the City's group term life insurance policy with Standard Insurance Company at the rate set forth in the Proposal (Exhibit A) for a one-year period beginning May 1, 2020.

**Section 2.** The Mayor, or his designee, is hereby authorized to take the necessary action to execute and implement the one-year renewal contract for the City's group term life insurance policy with Standard Insurance Company as set forth in the Proposal (Exhibit A), under such terms and conditions as the Mayor in his discretion deems appropriate; provided, however, that the City shall have no obligation under the terms of this Resolution until executed renewal documents have been delivered to Standard Insurance Company.

**APPROVED:**

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Mayor

**ATTEST:**

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City Clerk

**EXHIBIT A**

**Group Term Life Insurance Rate Proposal from Standard Ins. Co.  
2020-2021 Fiscal Year (commencing May 1, 2020)**



## City of East Peoria

2020 Renewal Summary

Policy 632939

Thank you for choosing Standard Insurance Company (The Standard) as your employee benefits partner since May 1, 1998. We appreciate your business and the opportunity to renew our commitment. We strive to provide City of East Peoria and your employees outstanding value, expertise and personal service.

As always, our goal is to help you take care of your business and your employees. Our team remains committed to helping you achieve strategic goals for your benefits program, streamline administration and increase employee satisfaction. In short — better results with less noise. Thank you again for your continued business.

### Our Approach to Renewals — Continued Partnership

The renewal rates for your Group Life insurance will be effective May 1, 2020.

For your renewal, we utilized manual rates to determine the appropriate rate for renewal. Our manual rates use the demographics of your employees to determine the appropriate rates. Factors such as gender, age, salary, occupation and plan design contribute to determining the manual rate.

Please consider this renewal package the next step in our ongoing conversation about how we can best meet your needs. We may be able to work together to help you get more value out of your benefits program or reduce overall costs. We'd be happy to re-evaluate your plan design and benefits usage and discuss your options.

### Your Basic Life Renewal

We understand that handling a Life insurance claim takes a special touch. Our Life benefits analysts complete annual grief training. This program helps them empathize with beneficiaries and recognize when they need special attention. We strive to help you make a tough time easier. Our goal is to provide support with easy claim filing, timely decisions, and prompt payment of approved claims.

#### Census Demographics for Basic Life

Categories	Prior Calculation	Current Calculation	Change
Female Lives	47	47	0
Male Lives	236	236	0
Benefit Volume	\$6,111,250	\$6,111,250	\$0
% Benefit Volume Age 50 +	51%	51%	0%

Based on our thorough analysis, we're offering the renewal rate[s] listed below.

Renewal Date	Current Rate *	Renewal Rate *	Monthly Premium Change **
May 1, 2020	\$0.560	\$0.560	\$0

\* Rate mode is Per \$1000 of Benefit

\*\* Final premium change will be determined based on your group's composition at billing time

Rate will be guaranteed for 1 year until May 1, 2021.

The Standard is committed to helping you provide employees and their beneficiaries with the support they need. Below is a reminder of the additional services and tools offered with your Life plan.

### The Life Services Toolkit

For employees, online services include estate planning and state-specific will preparation, identity theft prevention, financial calculators, wellness resources and more. For beneficiaries, the Life Services Toolkit offers grief and loss support by phone, online and face-to-face. They can also take advantage of access to financial counselors, legal consultation and other support services. This service is offered through a vendor that is not affiliated with The Standard.

### Travel Assistance

Travel Assistance can provide a sense of security for your employees and their eligible family members anytime they travel from home or internationally for business or pleasure with minimal restrictions. Available 24 hours a day — with access online or through a single phone call — Travel Assistance offers a full range of trip planning and travel support, including emergency evacuation services and medical, legal, and translation service referrals. This service is offered through a vendor that is not affiliated with The Standard.

### Thank You and Next Steps

We appreciate the opportunity to continue our partnership with City of East Peoria.

A summary of our Renewal Offer is in the chart below. Thank you for allowing Standard Insurance Company the opportunity to support your insurance needs.

Product & Services *	Through 04/30/20	Effective 05/01/20
Basic Life	\$0.560 Per \$1000 of Benefit	\$0.560 Per \$1000 of Benefit
Travel Assistance	Included in Rates for Life	Included in Rates for Life
Basic AD&D	\$0.040 Per \$1000 of Benefit	\$0.040 Per \$1000 of Benefit
Spouse & Child Dependent Life	\$2.000 Per Member, Composite	\$2.000 Per Member, Composite

\*The above shown rates are monthly.

You can count on us to help you retain and attract employees by providing the benefits and services they value – now and for years to come. We're always available to address any questions you have about this renewal or for any service needs. Please reach out to the Chicago group office at (847) 517-9461 and we'll be happy to help.

## MEMORANDUM

April 16, 2020

TO: Mayor John P. Kahl and Members of City Council

FROM: City Attorney's Office (Scott A. Brunton)

SUBJECT: Resolution Regarding Revisions to the City's Group Health Care Plan  
(Effective May 1, 2020)

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### DISCUSSION:

As part of the City Insurance & Benefits Committee's annual review of the City's Group Health Care Plan (the "Plan"), the Insurance & Benefits Committee also reviews the Plan document to ensure that it is up-to-date and appropriately addressing current issues affecting the Plan. With the proposed change in the utilization management service provider to Precedence, the Plan document requires revision to properly reference Precedence in relation to specific services addressed in the Plan document. Additionally, the Insurance Committee is recommending revisions to the preventive care benefits providing coverage for mammograms and colonoscopies to ensure better health of Plan participants, which will also provide long-term savings to the Plan and Plan participants while encouraging participants to utilize these preventative measures.

Last, this Resolution approves and ratifies a Plan amendment that was approved by the Mayor on an emergency basis that addresses Plan benefits and reinsurance coverage during the current COVID-19 pandemic crisis. This COVID-19 Plan amendment will only be effective through the end of 2020 (December 31, 2020), unless otherwise extend by the City thereafter.

### RECOMMENDATION:

The Insurance & Benefits Committee, as well as our office, recommends that the Council pass this Resolution.

c: Teresa Durm  
Dennis R. Triggs

**RESOLUTION NO. 1920-139**

**East Peoria, Illinois**

**\_\_\_\_\_ , 2020**

**RESOLUTION BY COMMISSIONER \_\_\_\_\_**

**RESOLUTION REGARDING REVISIONS TO THE CITY'S  
GROUP HEALTH INSURANCE PLAN**

**WHEREAS**, the City of East Peoria maintains a self-insured group health care plan ("Plan") for the benefit of its employees, with the entire Plan booklet most recently being re-issued and effective on January 1, 2015; and

**WHEREAS**, with the change in the provider of the utilization management services for the Plan, revisions to the Plan document are necessary to ensure the Plan properly references the correct entities that provide certain services for Plan participants; and

**WHEREAS**, the City's Insurance and Benefits Committee has determined that offering expanded preventative care benefits for mammograms and colonoscopies will benefit Plan participants, while ensuring that preventative medical care is available that will improve the long-term health of Plan participants, while helping to reduce costs on a long-term basis for both Plan participants and the Plan; and

**WHEREAS**, the City's Insurance and Benefits Committee, by a proper vote, has approved such Plan changes as provided below for implementation at the beginning of the new Plan year on May 1, 2020; and

**WHEREAS**, at the beginning of the impact of the COVID-19 pandemic crisis in Illinois, the Mayor approved an amendment to the Plan on an emergency basis that specifically addressed specific benefits for Plan participants potentially affected by COVID-19 and the related crisis and the stay-at-home Executive Order issued by the Governor, and also addressed qualification for the reinsurance coverage under the Plan (the "COVID-19 Plan Amendment"), and the Council now seeks to approve and ratify this COVID-19 Plan Amendment, which will be effective for the one-year period commencing on March 20, 2020; and

**WHEREAS**, the City's Insurance and Benefits Committee recommends that the City adopt these revisions to the Plan to be effective as provided herein;

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

**Section 1.** The City adopts the change recommended by the Insurance and Benefits Committee to Section 7.1(h) of the Plan as follows to be effective May 1, 2020 (additions are indicated by underline; deletions by ~~strikeout~~):

## 7.1 Limitations

### (h) Chemotherapy/Oncology Pharmaceutical Drugs

For certain aspects of care received by cancer patients, this provision describes a special medical management program for related benefits under the Plan. For any intravenous chemotherapy, including the chemotherapy prescription drug, **pre-certification shall be required by contacting Precedence Inc. at (800) 361-1492** ~~Biologics/Oncosentrics at (800) 983-1590.~~

#### (1) Oncology Pharmaceutical and Clinical Management Program

This Plan has entered into an arrangement with Precedence Inc. Biologics, a company specializing in oncology management, to assist a Covered Person or Covered Dependent and the Covered Person's or Covered Dependent's oncologist during the course of cancer treatment when administered in an inpatient setting or outpatient setting (e.g. in the physician's office or other covered outpatient setting). This program applies to the chemotherapy plan of treatment and other oncology pharmaceuticals to be used in connection with cancer treatment for a Covered Person or Covered Dependent.

In order to initiate these oncology management program services, the Covered Person's or Covered Dependent's oncologist should contact the Contract Administrator (Consociate) to verify Plan benefits. At that time, the oncologist will be asked to contact Precedence Inc. Biologics and provide the assigned Precedence Inc.'s Biologics' Oncology Nurse Specialist (ONS) with a copy of the treatment plan prescribed by the oncologist for the Covered Person or Covered Dependent. After the oncologist has contacted Precedence Inc. Biologics, an ONS will contact the Covered Person or Covered Dependent periodically to provide support, education, and answer any questions about the disease and prescribed treatment plan. The ONS will remain in contact with the Covered Person or Covered Dependent and the oncologist for the duration of the chemotherapy treatment plan. In addition, clinical oncology pharmacists will be available to the Covered Person or Covered Dependent and the oncologist on a 24-hour/7-day per

week basis by contacting (800) ~~361-1492~~ ~~983-1590~~. The Covered Person or Covered Dependent should call this number with any questions regarding the cancer drugs being used in the treatment program, related side effects, and other quality of life issues.

If the oncologist determines that oral anti-cancer drugs or supportive medications should be taken at home following inpatient or outpatient chemotherapy, the oncologist should contact Precedence Inc. Biologics and the prescribed drugs will be sent directly to the Covered Person's or Covered Dependent's home or other specified location in time to meet the medication schedule specified by the oncologist. A clinical oncology pharmacist will call the Covered Person or Covered Dependent to discuss the medications and answer any questions about the specific drugs being taken at home.

Unless the Covered Person's or Covered Dependent's oncologist has entered into an agreement with Precedence Inc. Biologics to accept other reimbursement rates for Expenses Incurred for the chemotherapy or oncology pharmaceutical drugs, the payment under this Plan for Expenses Incurred for all such pharmaceutical drugs used in the treatment of cancer will be limited to the rate of Average Sales Price plus ten percent (10%). Average Sales Price is updated quarterly by Medicare.

(2) Exclusion: Experimental and Investigational Drugs

In order to receive benefit payments under the Plan for Expenses Incurred for chemotherapy or oncology pharmaceutical drugs, the chemotherapy plan of treatment for the Covered Person or Covered Dependent must be received by Precedence Inc. Biologics and deemed not to be Experimental or Investigational as described herein. The Plan will not pay for or otherwise cover the cost of drugs considered Experimental or Investigational, except as specifically provided in Section 7.8.

In the context of pharmaceutical drugs used in the treatment of cancer, the use of a drug will not be considered Experimental or Investigational where (1) the use of the drug has been recognized as safe and effective for the treatment of the specific type of cancer in the National Comprehensive Cancer Network's Drugs and Precedence Inc. Biologics Compendium, Thomson Microdex DRUGDEX, Thomson Microdex DrugPoints or Clinical Pharmacology; or (2) the drug is provided in association with a Phase III or IV trial for cancer, as approved by the FDA or sanctioned by the National Cancer Institute "NCI"); or (3) the drug

is provided in association with a Phase II trial for cancer by an NCI-sponsored group and standard treatment has been or would be ineffective or does not exist or there is no clearly superior non-investigational alternative that can be delivered more cost efficiently as determined by the Contract Administrator.

**Section 2.** The City adopts the change recommended by the Insurance and Benefits Committee to Section 7.1(j) of the Plan as follows to be effective May 1, 2020 (additions are indicated by underline; deletions by ~~strikeout~~):

## **7.1 Limitations**

### **(i) Dialysis Treatment: Cost Management Program**

For dialysis treatment for a Covered Person or Covered Dependent, this provision describes a special cost management program for related benefits under the Plan. **For any dialysis treatment program, pre-certification shall be required by contacting Precedence Inc. at (800) 361-1492 ~~EthiCare Advisors at (877) 218-4955.~~**

The dialysis treatment cost management program is a special cost containment program designed for a Covered Person or Covered Dependent requiring dialysis treatments. The Plan has entered into an arrangement with Zelis Healthcare ~~EthiCare Advisors, Inc.~~, a specialized cost management company, to assist with managing dialysis costs, and this dialysis treatment cost management program is coordinated by Precedence Inc. ~~Precedence Inc. EthiCare Advisors~~ must be contacted by the Covered Person's or Covered Dependent's nephrologist or the dialysis treatment clinic providing services before the onset of the dialysis treatment program. Unless the nephrologist or dialysis treatment clinic has entered into an agreement with Zelis Healthcare ~~EthiCare Advisors~~, the payment under this Plan for any Expenses Incurred for all drugs and dialysis treatment will be strictly limited to the usual and customary reimbursement rate as defined by the Plan and all other Plan Limitations and Exclusions.

**Section 3.** The City adopts the change recommended by the Insurance and Benefits Committee to Section 7.2(b)(1) of the Plan as follows to be effective May 1, 2020 (additions are indicated by underline; deletions by ~~strikeout~~):

## **7.2 Non-Deductible Medical Benefits (100% Coverage at PPO)**

### **(b)(1) Women's Preventative Care - Routine Mammogram**

This Plan pays 100% of Reasonable and Customary Expenses Incurred for a routine mammogram ~~within the following limitations~~ as

provided herein. If the Covered Person or Covered Dependent is a female, ~~age 35 or over,~~ one baseline mammogram will be covered at any age and thereafter. ~~If the Covered Person or Covered Dependent is a female age 40 or over,~~ one routine mammogram for each calendar year will be covered as recommended by a Physician. If a second or additional mammogram is ordered within the same calendar year or within six months of the previous mammogram, this second or additional mammogram will be covered ~~as provided for medical care under the applicable Plan option~~ under the PPO Health Plan option as a Medical Benefit Requiring Coinsurance with no copayment under Section 7.4(c) and covered under the High Deductible Health Plan as a Non-Deductible Medical Benefit Requiring Coinsurance under Section 7.5(a).

**Section 4.** The City adopts the change recommended by the Insurance and Benefits Committee to Section 7.2(g) of the Plan as follows to be effective May 1, 2020 (additions are indicated by underline; deletions by ~~strikeout~~):

## **7.2 Non-Deductible Medical Benefits (100% Coverage at PPO)**

### **(g) Colon and Rectal Exam**

This Plan pays 100% of Reasonable and Customary Expenses Incurred for a routine colon and rectal examination for a Covered Person or Covered Dependent age 50 or over within the following limitations:

- (1) Annual fecal occult blood test or fecal immunochemical test;
- (2) Flexible sigmoidoscopy once every 5 years;
- (3) Double-contrast barium enema once every 5 years; ~~and~~
- (4) Colonoscopy once every 10 years; and
- (5) Colonoscopy once every 5 years if Covered Person or Covered Dependent has a family history of colorectal cancer or if recommended by a Physician; a colonoscopy conducted at a higher frequency than provided under this Section 7.2(g) will be covered under the PPO Health Plan option as a Medical Benefit Requiring Coinsurance with no copayment under Section 7.4(c) and covered under the High Deductible Health Plan as a Non-Deductible Medical Benefit Requiring Coinsurance under Section 7.5(a).

**Section 5.** Section 6. The “Summary of Benefits” section of the Plan shall be modified as provided in Exhibit A, attached hereto and incorporated by reference, and replacing the current version of the “Summary of Benefits” section of the Plan effective May 1, 2020.

**Section 6.** The City adopts and ratifies the COVID-19 Plan Amendment, as provided in Exhibit B, attached hereto and incorporated by reference, which shall be effective from March 20, 2020, through March 19, 2021.

**Section 7.** The City's Human Resources Director is directed to furnish or otherwise make available a copy of these changes or an updated version of the Plan document to all City employees and officials covered by the Plan, including any retirees, employees on disability, families of deceased employees, or former employees who are covered by the Plan.

**APPROVED:**

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Mayor

**ATTEST:**

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City Clerk

**EXHIBIT A: Effective May 1, 2020  
SUMMARY OF BENEFITS**

**Contract Administrator**

Consociate  
Mailing Address: 2828 N. Monroe Street, P.O. Box 678, Decatur, Illinois 62525  
Walk-In Address: 425 N. Main Street, 4th Floor, East Peoria, Illinois 61611  
Phone: (800) 798-2422  
Website: [www.consociate.com](http://www.consociate.com)

**Prescription Benefits Manager**

MedTrak  
7101 College Boulevard, Suite 1000  
Overland Park, KS 66210  
Phone: (800) 771-4648  
Website: [www.medtrakrx.com](http://www.medtrakrx.com)

**Virtual Care Provider**

**Online:**  
[www.unitypointvirtualcare.org](http://www.unitypointvirtualcare.org)  
**Smart Phone App:**  
"UnityPoint Health Virtual Care"

**Medical Care: Wellness and Women's Preventative Care**  
(Same for all Health Plan Options)

Benefits paid at 100% at Preferred Provider (pages 48-52)

Wellness Benefits

Immunizations

PSA Testing..... once per year, age 50 or older

Colon & Rectal Exam..... see benefit description, age 50 or older

Physical ..... once per year

Baby Well-Care (through 2nd birthday) ..... unlimited visits

Women's Preventative Care

Mammograms..... once per year

Pap Smear..... once per year

Gynecological Exam ..... once per year

Additional Preventative Care ..... as set forth in Plan

Contraceptives..... generic, unless generic not available

**Medical Care: LIMITATIONS** (Same for all Health Plan Options)

PRE-CERTIFICATION PROCESS: Utilization Review (pages 44-45)

**Penalty** (preferred provider) ..... up to \$500 **penalty**  
(\$1,000 **penalty** for non-preferred provider) ..... if not followed

**MUST CALL Precedence Inc. (800) 361-1492 for prior authorization:**  
Inpatient Care (including partial hospitalization for behavioral health),  
Outpatient Surgery (requiring anesthesia), Dialysis, Transplant evaluation,  
Chemotherapy, Radiation and Oncology Pharmacology

**Medical Care: LIMITATIONS (continued)**

NON-PREFERRED PROVIDER INPATIENT ..... \$500 **penalty**,  
HOSPITALIZATION ..... to be paid before benefits applied

Skilled Nursing Facility  
Room and board rate ..... semi-private room rate  
Maximum days per confinement ..... 120

Home Health Care ..... 120 visits per calendar year

Annual Maximum Benefit (page 43) ..... None  
(No lifetime maximum limits on benefits)

**Medical Care: PPO Health Plan**

(Pages 52-70)

Deductible for Medical Care per calendar year  
Individual ..... \$0  
Family ..... \$0

Non-Preferred Provider  
Individual ..... \$3,750  
Family ..... \$7,500

Out-of-Pocket Maximum per calendar year  
Preferred Provider  
Individual ..... \$3,500  
Family ..... \$7,000

Non-Preferred Provider  
Individual ..... \$7,500  
Family ..... \$15,000

**NOTE:** Medical Copays apply to meeting OOP Maximums; however, copays still apply after meeting OOP Maximum levels (coinsurance would increase to 100%). Prescription drug costs do not apply to OOP Maximums.

**NOTE:** Payment made in satisfaction of either the Preferred Provider or the Non-Preferred Provider out-of-pocket maximum is not credited toward the satisfaction of the other out-of-pocket maximum.

**Physician Care: Primary Care**

Non-surgical office visit (includes routine office visit; mental or nervous disorders or substance abuse care; and physical, occupational, and speech therapy)

## Medical Care: PPO Health Plan (continued)

Preferred Provider ..... 100% after \$40 copay  
Non-Preferred Provider..... 50%

### Physician Care: Specialty Care & Urgent Care

Non-surgical office visit with a specialist or at an urgent care facility  
Preferred Provider ..... 100% after \$60 copay  
Non-Preferred Provider..... 50%

**NOTE:** Additional medical services obtained at Physician's Office may require additional copay or coinsurance.

Virtual Care Consultation (Preferred Provider)..... 100% after \$10 copay

### Medical Services: Office Visit & Outpatient

Diagnostic tests, x-ray, pathology, etc.  
Preferred Provider ..... 80%  
Non-Preferred Provider..... 50%

### MRI, PET and CT Scan: Outpatient

Preferred Provider ..... 80% after \$250 copay  
(A maximum copay of \$500 per year per individual)  
Non-Preferred Provider..... 50%

### Outpatient Surgery

(\$500 or \$1,000 **penalty** for failure to follow pre-certification procedures for outpatient procedures not performed in physician's office that require anesthesia; see pages 44-45)  
Preferred Provider ..... 80% after \$500 copay  
Non-Preferred Provider..... 50%

### Hospital Care

Inpatient & Mental Health and Substance Abuse / Newborn Care  
(\$500 or \$1,000 **penalty** for failure to follow pre-certification procedures; see pages 44-45)  
Preferred Provider ..... 80% after \$500 copay  
Non-Preferred Provider..... 50%

### Medical Emergency

Preferred Provider ..... 100% after \$200 copay  
Non-Preferred Provider..... 100% after \$200 copay  
Waived if admitted of Inpatient Care  
Hospital copay and coinsurance apply for any post-ER hospital care

Ambulance Transport ..... 80% after \$100 copay

**Medical Care: PPO Health Plan (continued)**

Prescriptions (outpatient) (pages 68-69)

Single Prescription or Refill (34 day maximum supply)

Generic.....\$5 copay  
Brand (no generic available..... \$30 copay + 25%  
up to total maximum cost of \$75 per prescription  
Brand (generic available) ... \$75 copay+100% difference brand-generic

MedTrak Performance 90 (90-day prescription)

Generic..... \$12.50 copay  
Brand (no generic available..... \$75 copay + 25%  
up to total maximum cost of \$200 per prescription  
Brand (generic available) . . \$200 copay+100% difference brand-generic

Specialty Prescriptions (does not include brand with generic available)

Single Prescription/Refill: \$500 or more ..... Regular copay + 25%

Insulin

No copay (\$0) when using provider on Preferred Insulin List  
Brand copay amount (generic available) if not using provider on  
Preferred Insulin List

**Medical Care: High Deductible Health Plan**

(Pages 70-86)

Under the High Deductible Health Plan, the participant pays 100% of all costs (except for Wellness Benefits and Women’s Preventative Care at PPO provider) until meeting deductibles. Thereafter, the Plan pays 90% of costs for medical care at PPO provider (50% at Non-PPO provider), including prescription drugs.

Deductible for Medical Care per calendar year

Individual ..... \$2,500  
Family..... \$5,000

Qualifying expenses will apply toward deductibles up to amounts listed above; however, after these amounts are met, qualifying expenses at a Non-Preferred Provider shall be further subject to the deductibles listed below.

Non-Preferred Provider

Individual ..... \$5,000  
Family..... \$10,000

## Medical Care: High Deductible Health Plan (continued)

### Out-of-Pocket Maximum per calendar year

Preferred Provider	
Individual .....	\$2,500
Family .....	\$5,000
Non-Preferred Provider	
Individual .....	\$5,000
Family .....	\$15,000

### Physician Care & Virtual Care Consultation

Non-surgical office visit (includes routine office visit; mental or nervous disorders or substance abuse care; chiropractic care; and physical, occupational, and speech therapy)

Preferred Provider .....	90%
Non-Preferred Provider.....	50%

### Outpatient Surgery

(\$500 or \$1,000 **penalty** for failure to follow pre-certification procedures for outpatient procedures not performed in physician's office that require anesthesia; see pages 44-45)

Preferred Provider .....	90%
Non-Preferred Provider.....	50%

### Hospital Care

Inpatient & Mental Health and Substance Abuse

(\$500 or \$1,000 **penalty** for failure to follow pre-certification procedures; see pages 44-45)

Preferred Provider .....	90%
Non-Preferred Provider.....	50% after payment of \$500 <b>penalty</b> for non-emergency care

#### Outpatient

Preferred Provider .....	90%
Non-Preferred Provider.....	50%

Medical Emergency .....

	90%
--	-----

Ambulance Transport .....

	90%
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**Medical Care: High Deductible Health Plan (continued)**

Prescriptions (outpatient; after deductibles are met) (pages 83-85)

Single Prescription or Refill (34 day maximum supply)  
Generic and Brand (no generic available) ..... 90%

MedTrak Performance 90 (90-day prescription)  
Generic and Brand (no generic available) ..... 90%

Specialty Prescriptions (does not include brand with generic available)  
Generics and Brand:  
Single Prescription/Refill ..... 90%

Brand (generic available): 10% copay plus 100% difference brand-generic

Insulin (outpatient)

No copay (\$0) when using provider on Preferred Insulin List (before and after deductibles are met)

Brand copay amount (generic available) if not using provider on Preferred Insulin List (after deductibles are met)

**Dental Care** (pages 90-94)

(Same for all Health Plan Options)

Deductible per calendar year

Individual .....\$100

Family .....\$300

Preventative Dental Services, including a dental exam and cleaning twice per calendar year, periodic bitewing X-rays, and dental sealants up to age 16 ..... 100%

Other Basic Dental Services ..... 80%

Major Dental Services, including dentures, and space maintainers ..... 50%

Maximum Dental Care Benefit per calendar year ..... \$1,500 per person

Orthodontics..... 50% up to Lifetime Maximum  
Lifetime Maximum.....\$2,000 per person

**Vision Care** (pages 95-96)  
(Same for all Health Plan Options)

Benefit Period .....	12 months
Eye Exam.....	100% after \$25 copay
Lenses/Frames and/or Contact Lenses	
Maximum per Benefit Period	\$250 per person

**EXHIBIT B: Effective March 20, 2020  
COVID-19 PLAN AMENDMENT**

**Amendment to  
Plan Document and Summary Plan Description for  
City of East Peoria Group Health Care Plan**

This Amendment to the City of East Peoria Group Health Care Plan (“Plan”) is made effective March 20, 2020, as set forth below.

**WHEREAS**, applicable provision of the Plan grant the City the right to amend the Plan; and,

**WHEREAS**, the City desires to make such amendment to address the 2019 Novel Coronavirus (COVID-19) outbreak crisis;

**NOW, THEREFORE**, the Plan is hereby amended as follows to provide enhanced health benefits associated the 2019 Novel Coronavirus (COVID-19), with such amendment to be effective on and after the date listed herein and terminating on the anniversary of the effective date noted below.

**Covered expenses associated with COVID-19 include the following:**

1. **COVID-19 Testing** (Medically Necessary clinical diagnostic laboratory tests when a doctor or other Provider orders them; Providers must follow the Centers for Disease Control (CDC) guidelines regarding screening/testing for charges to be Covered Expenses) will be covered at 100%. No deductible, copayment or coinsurance applies.
2. **Tele-health and Other Communication-Based Technology Services** will be covered at 100%. No deductible, copayment or coinsurance applies.
3. **Requests for Early Prescription Refills.** To ensure Covered Persons have at least a one month supply of prescription medicines on-hand, the Plan and its Prescription Drug Plan Administrator will, on a case-by-case, basis, consider each request for an early prescription refill and make decisions based on the circumstances of the patient.
4. **Inpatient Hospital Quarantines.** There may be times when Covered Persons with the virus need to be quarantined in a Hospital private room to avoid infecting other individuals. These patients may not meet the need for acute inpatient care any longer but may remain in the Hospital for public health reasons. Such charges will not be denied solely because otherwise-applicable Medically Necessary requirements would not indicate a need for a private room.

5. **Non-Emergency Ambulance Transportation.** The Plan will cover limited, Medically Necessary, non-emergency ambulance transportation relating to COVID-19 Diagnosis or treatment.
6. **Continuation of Coverage:**
  - a. Employees considered Actively at Work the day prior to any temporary closure or temporary reduction of workforce due to COVID-19 will be considered Actively at Work during the temporary closure or temporary reduction of workforce.
  - b. If due to COVID-19 Social Distancing guidelines, employees on non-medical leave of absence or unable to work remotely will have continued coverage.

The above benefits are specific to COVID-19. Covered Persons who have been diagnosed with COVID-19 will continue to receive all other benefits covered by the Plan, in accordance with the Plan's guidelines.

Should there be any conflict between this Amendment and the Plan document, the provisions of this Amendment shall govern.

All other provisions of the Plan document remain as stated. The above is effective on and after the date stated herein.

**MEMORANDUM**

April 15, 2020

TO: Mayor John Kahl and Members of the City Council

FROM: Teresa Durm (Human Resources Director) and  
Scott A. Brunton (City Attorney’s Office)

SUBJECT: Resolution Regarding Employee Contribution Rates for the City’s Group Health Insurance Plan (Effective May 1, 2020)

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DISCUSSION:

Annually, the City’s Insurance and Benefits Committee reviews the City’s self-funded Group Health Care Plan and the financial status of the Plan. With the assistance of Consociate (the Third Party Administrator for the Plan) and Leaf Health (the Prescription Benefits Consultant for the Plan), the Insurance Committee has again completed this annual review process.

As a part of this annual review process, the Insurance Committee adjusts the City’s and the employees’ contribution rates for the two plan options under the City’s Group Health Care Plan for the upcoming Plan year. Unfortunately, due to continued high utilization across the Plan for a second year in a row, the Plan has experienced another significant increase in overall claims expenses this past year. As a result of this increase in claims funding, the employee contribution rates are seeing another increase this year as well for the new Plan year. Accordingly, effective May 1, 2020, the monthly employee contribution rates for the two plan options will be as follows (the amount of increase from the current rate schedule is shown in parentheses):

	<u>PPO Plan</u>	<u>High Deductible Plan</u>
Individual	\$191.50 (+24.84)	\$161.50 (+24.84)
Individual + Child(ren)	\$298.54 (+52.42)	\$253.54 (+52.42)
Individual + Spouse	\$346.12 (+82.38)	\$296.12 (+82.38)
Family	\$477.36 (+13.72)	\$402.36 (+13.72)

When setting the employee contribution rates, all rate adjustments on a year-to-year basis (increases or decreases) are split evenly between the City and the City employees when the new rates are set. For example, if an overall rate increase for one of the rates is \$50, then this increase is split \$25-\$25 between the City’s contribution and the employee’s contribution for that particular rate. Under this example, the employee’s rate would increase \$25 for the new Plan Year starting on May 1, 2020 (this example is very close to the rate adjustment for the Individual rate).

You will note that the increases across the 4-tier structure are not even. This occurs because the City's reinsurance carrier looks at the utilization of the Plan by each rate category, while also estimating expected costs for each rate category for the upcoming Plan year starting May 1, 2020. As a result, each category is rated differently on a year-to-year basis. Furthermore, over a stretch of years, these increases usually even out. For instance, last year, the Family rate increase was nearly \$90 per month, while the other rate increases were somewhat less.

With regard to the High Deductible plan option, these HDHP rates are set at a fixed dollar amount below the respective PPO Plan rates. This difference in the fixed dollar amount is one of the incentives for participation in the HDHP plan option. The other incentive is a monthly contribution into the employee's Health Savings Account (HSA) in the following amounts: Individual – \$50; Individual + Children or Individual + Spouse – \$75; and Family – \$100. These incentives have been in place for the past 5 years.

Additionally, the Insurance Committee also recommends maintaining the \$25 per month wellness incentive that has been in place for several years, which has greatly increased the participation rates in the City's wellness program.

With general medical cost increases and medical inflation continuing to drive up Health Plan costs on a yearly basis, the Insurance Committee and the City will continue to face significant challenges in maintaining employee contribution rates at reasonable levels. Nonetheless, the Insurance Committee will continue to remain vigilant in looking at ways to address these cost increases, which impacts both participating employees and the City.

#### RECOMMENDATION:

The Insurance and Benefits Committee, as well as our office, recommends that the Council pass this Resolution.

c: Teresa Durm  
Jeff Becker  
Dennis Triggs

**RESOLUTION NO. 1920-140**

**East Peoria, Illinois**

\_\_\_\_\_, 2020

**RESOLUTION BY COMMISSIONER \_\_\_\_\_**

**RESOLUTION REGARDING EMPLOYEE CONTRIBUTION RATES  
FOR THE CITY'S GROUP HEALTH INSURANCE PLAN**

**WHEREAS**, the City of East Peoria maintains a self-insured group health care plan ("Plan") for the benefit of its employees, and the City's Insurance and Benefits Committee oversees the Plan; and

**WHEREAS**, under the Plan, two plan options are available for employee and retiree participation, which includes the PPO plan (preferred provider option) and the HDHP plan (high deductible health plan option); and

**WHEREAS**, the Insurance Committee has undertaken their annual review of the financial aspects of the Plan and contribution rates for the upcoming new plan year for the Plan which begins May 1, 2020; and

**WHEREAS**, the Insurance Committee has accepted and approved the administrative costs, reinsurance costs, and the funding costs for the new fiscal Plan Year which will change employee monthly contribution rates for the two plan options as provided below; and

**WHEREAS**, the Insurance Committee seeks to continue offering the \$25 per month wellness incentive to employees participating in the Plan who participate in the City's wellness program as a means to improve the health and welfare of the participating employees and as a means to lead to long-term cost savings for the Plan; and

**WHEREAS**, the Insurance Committee also seeks to continue providing an incentive for employees to choose the HDHP plan option by providing City-funded contributions to an employee's health savings account (HSA) for employees choosing coverage under the HDHP plan option, while also making the employee contribution rates more attractive for all tiers of the HDHP plan option; and

**WHEREAS**, the Insurance Committee, by a proper vote, has approved these recommended adjustments to the employee contribution rates for both Plan options that will be effective at the beginning of the new Plan year on May 1, 2020;

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

**Section 1.** The City adopts the recommendation made by the Insurance Committee to change the employee monthly contribution rates for the City's PPO plan option effective May 1, 2020, as follows:

	<u>PPO Plan</u>
Individual	\$191.50
Individual + Child(ren)	\$298.54
Individual + Spouse	\$346.12
Family	\$477.36

**Section 2.** The City adopts the recommendation made by the Insurance Committee to change the employee monthly contribution rates for the City's HDHP plan option effective May 1, 2020, as follows:

	<u>HDHP Plan</u>
Individual	\$161.50
Individual + Child(ren)	\$253.54
Individual + Spouse	\$296.12
Family	\$402.36

**Section 3.** The City further adopts the recommendation made by the Insurance Committee to continue offering the \$25 per month wellness incentive for employees participating in the City's Wellness Plan, as defined by the City's Wellness Committee, during the Plan year commencing May 1, 2020, and ending on April 30, 2021.

**Section 4.** The City also adopts the recommendation made by the Insurance Committee to continue offering the City's contribution into a Health Savings Account during the 2020-2021 fiscal year for employees enrolled in the High Deductible Health Plan at the rates of \$50 per month for Individual coverage, \$75 per month for Individual plus Children coverage, \$75 per month for Individual plus Spouse coverage, and \$100 per month for Family coverage

**Section 5.** The City's Finance Director and Human Resources Director are hereby authorized and directed to take appropriate action as necessary to implement the new employee contribution rates for the City's Plan effective May 1, 2020.

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

## MEMORANDUM

April 16, 2020

TO: Mayor John P. Kahl and Members of the City Council

FROM: City Attorney's Office (Scott A. Brunton)

SUBJECT: Resolution Approving Utilization Management and Case Management Service Agreement for the City's Group Health Care Plan

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### DISCUSSION:

As part of the City Insurance & Benefits Committee's annual review of the City's Group Health Care Plan (the "Plan"), the Insurance & Benefits Committee also reviews from time to time the various contracts required for administration of the Plan and Plan benefits. One of these administrative contracts for the Plan includes an agreement for utilization management and case management services to assist the City's third party administrator for the Plan (Consociate) with these specialized services. This service agreement provides specialized large case management, utilization review, and pre-certification services for the Plan, which are critical for controlling costs under the Plan and for coordinating benefits with the City's reinsurance carrier. Additionally, this contract provides critical patient-orientated services for Plan participants who are experiencing difficult and challenging medical and mental health issues.

The Insurance & Benefits Committee has reviewed the contract for these important administrative services for the Plan and for Plan participants and has determined that entering into a new contract with Precedence, Inc. for these services will benefit the Plan and Plan participants by providing additional services not currently received by the Plan or Plan participants, providing excellent patient contact services, and creating anticipated cost savings for the Plan. Thus, the Insurance & Benefits Committee is recommending approval of a two-year contract with Precedence Inc. for these administrative services for the City's Plan.

### RECOMMENDATION:

The Insurance & Benefits Committee, as well as our office, recommends that the Council pass this Resolution.

c: Teresa Durm  
Jeff Becker  
Dennis R. Triggs

**RESOLUTION NO. 1920-141**

**East Peoria, Illinois**

**\_\_\_\_\_ , 2020**

**RESOLUTION BY COMMISSIONER \_\_\_\_\_**

**RESOLUTION REGARDING THE UTILIZATION MANAGER  
FOR THE CITY'S GROUP HEALTH INSURANCE PLAN**

**WHEREAS**, the City of East Peoria maintains a self-insured group health care plan ("Plan") for the benefit of its employees and retirees, and the City's Insurance and Benefits Committee oversees the Plan; and

**WHEREAS**, the City utilizes a third party administrator for administration of benefits under the Plan, with Consociate Inc. continuing to assist the City and the Plan as the Plan's third party administrator; and

**WHEREAS**, in addition to the third party administrator, the City also contracts for utilization management services to assist the third party administrator and the Plan with specialized large case management, utilization review services, and pre-certification services for the Plan, which are significant and valuable services for controlling costs incurred by the Plan; and

**WHEREAS**, the City's Insurance and Benefits Committee ("Insurance Committee") has reviewed the utilization management services for the Plan and determined that contracting with Precedence, Inc. ("Precedence") for utilization management services will provide additional services, excellent patient contact services, and potential cost savings for the Plan; and

**WHEREAS**, the Insurance Committee unanimously recommends that the City enter into a new two-year contract with Precedence for utilization management services that include specialized large case management, utilization review services, and pre-certification services for the Plan;

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

**Section 1.** The City adopts the recommendation made by the Insurance and Benefits Committee, as set forth above, thereby approving the Service Agreement with Precedence, attached as "Exhibit A", which will be effective from May 1, 2020, through April 30, 2022.

**Section 2.** The Mayor, or his designee, is hereby authorized and directed to execute the Service Agreement with Precedence, attached as "Exhibit A", together with

such changes therein to the Agreement as the Mayor in his discretion may deem appropriate; provided, however that such Agreement shall not be binding upon the City until an executed original thereof has been delivered to Precedence. Furthermore, the Mayor shall be authorized to execute any agreement or documentation that is ancillary to fulfilling the terms and intent of the attached Service Agreement with Precedence.

**APPROVED:**

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Mayor

**ATTEST:**

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City Clerk

**EXHIBIT A**

**Service Agreement with Precedence Inc.**

## UTILIZATION AND CASE MANAGEMENT AGREEMENT

This Utilization and Case Management Agreement (the “Agreement”) is entered into effective May 1st, 2020 (the “Effective Date”), by and between City of East Peoria, an Illinois municipal corporation (“City”) and Precedence, Inc. (“Precedence”). The City and Precedence shall collectively be referred to as the “Parties” and each separately as a “Party”.

### Recitals

WHEREAS, the City maintains a self-funded Group Health Care Plan for employees and retirees of the City of East Peoria (the “Plan”), which provides for payment of certain benefits to and for certain eligible individuals as defined by the Plan’s master plan document(s), such individuals being referred to herein as “Participant(s)”; and

WHEREAS, the Plan is an employee welfare benefit plan as defined in the Employee Retirement Income Security Act of 1974, as amended (“ERISA”); and

WHEREAS, the City, as of the Effective Date, desires to retain Precedence to perform Medical and Behavioral Utilization Management, Case Management and appeals services for the Plan.

**NOW THEREFORE**, in consideration of the mutual covenants and agreements herein contained, the Parties agree as follows:

### ARTICLE I PRECEDENCE OBLIGATIONS

1.1 Utilization Management and Case Management Services. Precedence shall provide the Plan with Utilization Management and Case Management Services as described in Exhibit 1.

1.2 Preauthorization, Concurrent, Retrospective Review, and Appeals

1.2.1. Pre-Service, Concurrent and Retrospective Review. Precedence shall be responsible for requests for prior authorization, concurrent and retrospective review of services, where required by the Plan, and also for concurrent review of ongoing care as required by and in accordance with Precedence’s Utilization Management procedures. In cases where Precedence denies a request for payment authorization (“Pre-Service”), or determines that an ongoing course of treatment should be reduced or terminated (“Concurrent Care Denials”), Precedence shall notify the Participant and the Network Provider of the denial and the Participant’s right to appeal the denial in accordance with the Plan, and in the time and manner set forth under ERISA and the regulations thereunder.

1.2.2. Pre-Service Appeals. Precedence shall process appeals of Pre-Service and Concurrent Care Denials in the time and manner required by Precedence’s internal and external appeals process, set forth in the Precedence, Inc. Quality Improvement/Utilization Management Program, a copy of which is attached hereto as Attachment 1 of Exhibit 1). Precedence shall timely provide all necessary information to the Plan or if applicable, to any Independent Review Organization (“IRO”) handling external reviews for the Plan, in order for the Plan, as may be applicable, to timely process any external claims appeals.

1.2.3. Fiduciary Appointment. The Plan hereby appoints Precedence as a named, ERISA fiduciary under the Plan with respect to performing (1) reviews of Pre-Service and concurrent care benefit determinations and (2) internal appeals of such determinations. As such, the Plan delegates to Precedence the discretionary authority to (i) construe and interpret the terms of the Plan, and (ii) make final determinations regarding the authorization or continuing authorization of services under the Plan's internal appeal process. Precedence acknowledges and agrees that, with respect to Section 503 of ERISA, Precedence will be the "appropriate named fiduciary" of the Plan but only to the extent described in this section for purposes of reviewing denied Pre-Service Appeals or Concurrent Care Denials under the Plan. In addition, Precedence shall be responsible for providing the notices required by ERISA section 503 and regulations promulgated thereunder, including notice of an adverse benefit determination, and the right to appeal same, and notice of an adverse determination on appeal. All such notices shall comply with ERISA's requirements.

1.2.4. External Reviews. Precedence acknowledges that the Plan has contracted with IROs for the performance of standard and expedited external claims review services in accordance PPACA. Precedence will timely provide all documents and information considered in the appeals process to the Plan or IRO, as applicable, and will notify claimants of the option to request an external review of adverse benefit determinations following the required internal appeal process described in the Plan. Precedence will, in accordance with applicable law, including PPACA, provide claimant with the necessary procedures to obtain the review.

1.3 Integration and Data Management. Precedence will devise and implement a system that is acceptable to the Plan to notify the Third Party Administrator of services that Precedence has authorized for payment under this Agreement. In addition, Precedence will interface with Network and Network Providers, as applicable, regarding its medical management and utilization management determinations under this Agreement. Finally, Precedence will use reasonable efforts to work with the Plan, the Plan's Third Party Administrator and, as appropriate, the Plan's other vendors, to establish detailed integration protocols and processes.

1.4 Insurance. Precedence shall maintain fiduciary liability insurance that covers itself and Precedence with limits of \$2,000,000 annual aggregate, as well as general liability and professional liability insurance of at least \$3,000,000 annual aggregate. Failure to secure and maintain such insurance or self-insurance, in sufficient amounts to cover any and all claims arising hereunder shall constitute a material breach of this Agreement. Upon request, Precedence shall submit to the Plan evidence of insurance and will notify the Plan promptly of any revocation or termination of such policy.

1.5 Standard of Care. To the extent that it acts as fiduciary under ERISA, Precedence agrees to perform its Services under this Agreement in accordance with the standard of care applicable to fiduciaries under ERISA. With respect to non-fiduciary Services, Precedence will perform all of such Services with the care, skill, prudence and diligence that an expert third party administrator would exercise under similar circumstances.

## **ARTICLE II THE PLAN'S OBLIGATIONS**

2.1 Participant Identification Cards. For Participants who will receive Covered Services, the Plan agrees to include, or to cause its Third Party Administrator to include the Precedence name and telephone number on the back of the Participant identification card.

2.2. Authority over Plan. Unless otherwise specifically provided under the terms of this

Agreement, the City (as the “Plan Administrator”) retains full and final authority and responsibility for the Plan and its operation. Precedence is empowered to act on behalf of the Plan, but only as expressly stated in this Agreement or as mutually agreed upon in writing by the Parties.

2.3 Payment of Fees. The City shall pay Precedence for its Services under this Agreement as set forth in Section 1.C of Exhibit 1.

### **ARTICLE III TERM AND TERMINATION**

3.1 Term. The initial term of this Agreement shall be twelve (12) months (the “Initial Term”) and this Agreement shall thereafter renew for one successive one (1) year term (a “Renewal Term”) unless terminated as provided herein.

3.2 Termination for Convenience. Either Party may terminate this Agreement without cause upon at least one hundred (120) days’ written notice to the other Party.

3.3 Termination for Breach. Either Party may terminate this Agreement for a material breach by the other party by giving the breaching party thirty (30) days written notice of the breach. The breaching party may cure the breach during the thirty (30) day period. If the breach is cured to the satisfaction of the non-breaching party, the Agreement shall remain in full force and effect. If the breach is not cured to the satisfaction of the non-breaching party, at the end of the thirty (30) day period, the non-defaulting party may declare by written notice that this Agreement shall terminate upon receipt of the written notice.

3.4 Termination for Insolvency. This Agreement will automatically terminate upon the declaration of insolvency, bankruptcy or receivership, or cessation of business by Precedence or the termination of the Plan.

3.5 Survival. If this Agreement is terminated or expires, its provisions will continue in effect with respect to the following sections: X (Confidentiality); X (Insurance), X (Audits), X (Use of Name), X (Governing Law), and X (Indemnification).

### **ARTICLE IV INDEMNIFICATION**

4.1 Plan’s Indemnification. The City agrees to indemnify and hold harmless Precedence its officers, directors, agents, and employees from any and all suits, judgments, awards, debts, penalties, costs, claims, including any damages, losses, liabilities or expenses (including without limitation court costs and reasonable attorneys’ fees) which may be suffered or incurred under this Agreement as a result of (i) a material breach of the Plan’s obligations set forth in this Agreement, (ii) a material breach of Plan’s representations, warranties and/or covenants set forth in this Agreement, (iii) any acts that are negligent, fraudulent or criminal in carrying out its duties pursuant to this Agreement, unless such claim, liability, cost, loss, expense or damage results from Precedence’s breach of the applicable standard of care. Said indemnity is in addition to any other rights that the Precedence may have against the Plan and will survive termination of this Agreement.

4.2 Precedence’s Indemnification. Precedence will indemnify, defend and hold harmless the Plan Administrator, the City, the Plan, the Plan’s trustees, and the Plan Sponsor (including its respective

affiliates and subsidiaries and its and their officers, directors, employees, agents, consultants, successors and assigns) (collectively, "Plan Affiliates") from any and all suits, judgments, awards, debts, penalties, costs, claims, including any damages, losses, liabilities or expenses (including without limitation court costs and reasonable attorneys' fees) as a result of (i) a material breach of Precedence's obligations set forth in this Agreement, (ii) a material breach of any of Precedence's representations, warranties and/or covenants set forth in this Agreement, (iii) any acts or omissions of Precedence that are negligent, fraudulent or criminal in carrying out its duties pursuant to this Agreement; or (iv) Precedence's breach of the applicable standard of care in carrying out its duties pursuant to this Agreement. Said indemnity is in addition to any other rights that the Plan Affiliates may have against Precedence and will survive termination of this Agreement.

## **ARTICLE V RECORDS, REPORTS AND AUDIT RIGHTS**

5.1 Record Retention. Precedence shall retain electronic records of its Pre-Service and Pre-Service Appeals determinations and other Plan information that comes into Precedence's possession for a period of seven (7) years from the date that the record is created or received by Precedence, and shall abide by the Business Associate Agreement between Plan and Precedence, effective May 1, 2020 (the "BAA"), which is expressly incorporated herein by reference, with respect to such information. All Plan Claim records in the possession of Precedence are and shall remain the property of the Plan upon termination of this Agreement, and shall be returned to the Plan or its designee unless the Parties mutually agree that return is infeasible, in which case Precedence shall retain the records and extend the protections required by HIPAA. At the end of seven (7) years' retention of records by Precedence stated herein, Precedence may destroy any records not returned to the Plan, provided that Precedence shall first give the Plan sixty (60) days' written notice of Precedence's intention to destroy such records in order to allow the Plan the opportunity to take possession of such records if it so chooses. Precedence will provide the Plan with reasonable access to its records while this Agreement is in effect and for a period of three (3) years following termination of this Agreement.

5.2. Reports. Precedence shall provide the Plan with reports and information in accordance with Section 1.C of Exhibit 1.

5.3. Audit. Upon reasonable prior written notice to Precedence, and subject to a mutually agreeable audit plan and process between the Plan and Precedence, the Plan or its designee shall have the right to audit Precedence's Care Management and Utilization Management Services, which for clarity, include Pre-Service and Appeals.

## **ARTICLE VI CONFIDENTIAL AND PROPRIETARY INFORMATION**

### 6.1 Confidentiality and HIPAA.

6.1.1 Precedence recognizes that it will be provided with protected health information or PHI, as that term is defined in the Privacy Rule under the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), regarding Participants in the course of providing Services under this Agreement. Precedence will safeguard PHI to ensure that no Participant, no employee of Precedence or any other person who does not need to know such information has access to such information. All Claim information, including but not limited to medical records, received by Precedence in the performance of its duties hereunder, will be kept confidential by

Precedence in accordance with the Parties' BAA.

6.1.2 Upon request, Precedence shall release information in its possession in accordance with the terms of the Parties' BAA, if the information relates to Precedence's Services under this Agreement, and the Plan gives Precedence reasonable advance notice and an explanation of the need for such information, provided, however that any such release shall not be required if prohibited or restricted by applicable laws or regulations, including the Privacy Rule.

6.1.3 Precedence acknowledges that it is a business associate of the Plan and shall abide by the requirements of the parties' Business Associate Agreement effective May 1, 2020, a copy of which is attached to this Agreement as Exhibit 2 and incorporated herein by reference.

6.2 Marketing and Use of Data. Precedence shall not contact Participants for marketing purposes without the Plan's express, prior written permission. In addition, except as otherwise provided in Exhibit 1, Precedence agrees not to conduct any customer satisfaction surveys of Participants. Further, Precedence shall not sell or use PHI except as permitted in the Parties' BAA. Precedence may use non-individually identifiable information regarding Participants that has been de-identified in accordance with HIPAA's requirements for data compilations and reports, including, but not limited to statistical reports, cost containment analyses, and claims studies as long as Precedence does not use or disclose such individually identifiable information in any manner other than is necessary to perform its Services under this Agreement or as required by law.

6.3 Proprietary Information. As a result of this Agreement, each party and its respective agents and contractors may have access to information of a proprietary nature owned or licensed by the other, for example without limitation, information regarding the other Party's systems, programs, processes, methods, finances, volume of business, manuals, contracts, the reimbursement rates of any healthcare providers contracted with Network, the terms of this Agreement, and any other material specifically labeled as confidential, etc. (referred to herein collectively as "Proprietary Information"). Both parties acknowledge that the Proprietary Information of the other party has great value to the other and, if disclosed or used in violation of this provision, would cause the other party immediate and irreparable harm. Both parties agree to not disclose to anyone or use for their own benefit any Proprietary Information of the other except as otherwise permitted by this Agreement and to take reasonable precautions to prevent disclosure to any third party. The parties agree that upon termination of this Agreement each party shall upon written request promptly return or destroy all Proprietary Information of the other party.

## **ARTICLE VII REPRESENTATIONS AND WARRANTIES**

7.1 Precedence and the Plan each is properly organized and operated to undertake its duties as described in this Agreement and has secured and will maintain any and all licenses, certifications, or other authorizations required to conduct its business in the manner contemplated by this Agreement. Precedence and the Plan each has secured all authorizations necessary to execute this Agreement and the officer or employee signing this Agreement on behalf of Precedence and the Plan is authorized to do so and accordingly does bind Precedence and the Plan.

7.2 Precedence and the Plan each will act in compliance with all applicable laws and regulations that relate to Precedence's performance or the Plan's obligations pursuant to this Agreement. In addition, Precedence shall maintain a corporate compliance program or plan and make the program or plan available to the Plan upon request.

**ARTICLE VIII**  
**MISCELLANEOUS PROVISIONS**

8.1 Independent Contractor. Precedence is an independent contractor with respect to the Plan, and nothing in this Agreement shall create or be construed to create, a joint venture, partnership, or employer/employee relationship between the parties hereto, nor shall either party's agents, officers or employees be considered or construed to be employees of the other party for any purpose whatsoever. In addition, neither party shall have any power or authority to act for or on behalf of, or to bind the other except as expressly granted, and no other or greater power or authority shall be implied by the grant or denial of power or authority specifically mentioned.

8.2 Force Majeure. In the event the operations of Precedence's facilities or a substantial portion thereof are interrupted by war, fire, explosion, insurrection, riots, government requirement, civil or military authority, pandemic or widespread infectious disease, flood, the elements, earthquakes, acts of God, act or omission of transportation, energy, utility or communication facilities, services or companies, or other similar causes beyond its control, the provisions of this Agreement shall be suspended for the duration of such interruption. Should a substantial part of the services be interrupted pursuant to such event for a period in excess of fifteen (15) days, the Plan shall have the right to terminate this Agreement effective upon five (5) days written notice to Precedence.

8.3 No Obligation to Continue Plan. Nothing in this Agreement shall constitute an obligation on the part of City to continue to offer the Plan, Plan benefits, or any specific type of benefit under the Plan to its Participants, and the City retains the right to terminate or amend the Plan at any time.

8.4 Counter Parts. This Agreement may be executed in counterparts and, when taken together with the other signed counterpart, shall constitute one agreement which shall be binding upon and effective as to all signatory Parties.

8.5 Amendment. The Parties may amend this Agreement upon mutual consent of both Parties by executing an Amendment to this Agreement signed by both parties.

8.6 Severability. In the event one or more of the provisions contained in this Agreement are declared invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions shall not in any way be impaired thereby unless the effect of such invalidity is to substantially impair or undermine either party's rights and benefits hereunder.

8.7 Assignment and Subcontracting. This Agreement is personal to the Parties and may not be assigned or transferred, nor may any of the duties and responsibilities of the Parties be assigned, r transferred or subcontracted, without the written consent of both Parties which shall not be unreasonably withheld or delayed.

8.8 Waiver. The failure of either Party to insist in any one or more instances upon performance of any terms or conditions of this Agreement shall not be construed as a waiver of future performance of any such term, covenant, or condition; but the obligations of such Party with respect thereto shall continue in full force and effect.

8.9 Recitals. The recitals are intended to describe the intent of the Parties and the circumstances under which this Agreement is executed and shall be considered in the interpretation of this Agreement.

8.10 Applicable Law. The validity, interpretation and performance of this Agreement shall be governed and construed in accordance with the laws of the State of Illinois to the extent not preempted by ERISA or other federal law; provided however that with respect to Precedence's conduct in providing the Medical Management and Behavioral Health Services described in Exhibit 1 and Attachment 1 thereto (other than claims and appeals services, which are governed by ERISA), the laws of the State of Illinois, as applicable, shall govern, without regard to choice of law principles.

8.11 Entire Agreement. This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior written and oral statements and understandings relating thereto.

8.12 Headings. The headings of the various sections of this Agreement are inserted merely for the purpose of convenience and do not expressly or by implication limit, define or extend the specific terms of the section so designated.

8.13 No Third Party Beneficiaries. This Agreement will be construed to confer no rights whatsoever on any third parties, including Participants, Network, Network Providers, or other individuals or entities.

8.14 Notices. Any notice required pursuant to this Agreement shall be in writing, and shall be sent by certified or registered mail or courier, return receipt requested, to the Plan or Network Provider at the address set forth below. The notice shall be effective on the date indicated on the return receipt. Such addresses may change from time to time by written notice to the other party.

To the Plan:

City of East Peoria  
401 West Washington Street  
East Peoria, IL 61611  
Attention: Mayor

To Precedence:

Precedence, Inc.  
1409 East Kimberly Road  
Davenport, IA 52807  
Attention: Dennis Duke, President RYC

9.15 Negotiation of Disputes. Resolution of disputes shall be subject to good faith negotiation between the parties. The complaining party shall notify the other party in writing of such dispute and the parties shall meet attempting in good faith to resolve the dispute within thirty (30) days of the date of such notice, or within such time as is mutually agreed upon in writing by the parties. In the event the dispute is not resolved within such time period, it may, in lieu of court action, with mutual written agreement submitted in writing to a mutually agreed upon mediator who shall recommend a resolution of the dispute to the Parties. The mediation shall be conducted at a time and place mutually agreed to by the Parties. The expense of engaging a mediator shall be shared equally by the Parties. Each Party shall be solely liable for all other costs it incurs related to mediation, including the payment of attorney's fees. In lieu of mediation, either Party may pursue such other remedies as may be available at law or in equity, including court action.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives.

**PRECEDENCE, INC.**

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**CITY OF EAST PEORIA**

By: \_\_\_\_\_

Print Name \_\_\_\_\_

Title: \_\_\_\_\_

**EXHIBIT 1**  
**TO**  
**UTILIZATION AND CASE MANAGEMENT AGREEMENT**  
**BETWEEN**  
**CITY OF EAST PEORIA GROUP HEALTH CARE PLAN**  
**AND**  
**PRECEDENCE, INC.**

This Exhibit 1 outlines the roles & responsibilities associated with the assumption of medical management and behavioral health utilization and case management services by Precedence and the Plan's payment for such services. . This Exhibit 1 also incorporates the Quality Improvement (QI) Program and the Utilization Management (UM) Program as described and set forth in Attachment 1 hereto.

1. Medical Management and Behavioral Health Services. In addition to reviewing and deciding Pre-Service requests and Pre-Service Appeals as described in the Agreement, Precedence shall provide the services listed in Sections 1A-1C below ("Services") for the fees set forth in Section 4. Precedence shall not be entitled to any additional compensation for its Services except as may be mutually agreed in writing by Precedence and the Plan. Precedence's procedures with respect to its Behavioral Health Utilization Management and Medical Utilization and Case Management Services are set forth in Attachment 1, hereto.

A. Behavioral Health Services - Levels of care to be managed include the following:

Behavioral Health:

- Inpatient Facility
- Intensive outpatient program (IOP)
- Partial hospital program (PHP)
- Partial hospital with boarding
- Electro convulsive treatment (ECT)
- Psychological testing over 3 hours

Chemical Dependency:

- Detoxification
- Residential
- Inpatient facility
- Intensive outpatient program (IOP)
- Partial hospital program (PHP)
- Partial hospital with boarding

B. Medical Utilization and Case Management Services. Precedence shall conduct Utilization Management services, including medical management for all levels of care for medical services considered Covered Services under the Unity Point ACP, including inpatient, outpatient, professional services, and ancillary services.

In addition, if a Participant requests a service that Precedence determines to be Medically Necessary but the service is not available in the Network from Network Providers, Precedence shall refer the Participant to the University of Iowa Clinic (which shall be

treated as a Network Provider for purposes of the ACP Network Agreement) or to one of the Plan's Centers of Excellence.

Precedence's Medical Management services include the following:

Utilization Management Care, including:

- Coordination of prior authorization process
- Initial payment prior authorization
- Review of admissions
- Concurrent review
- Discharges
- Post-discharge services
- Discharge follow-up

Case Management

- Coordination of appropriate care for those requiring more comprehensive care and/or resources

Clinic Care Management

- Utilizing clinic care managers when appropriate

In addition, if a Participant requests a service that Precedence determines to be Medically Necessary but the service is not available in the Network from Network Providers, Precedence shall refer the Participant to the University of Iowa Clinic (which shall be treated as a Network Provider for purposes of the ACP Network Agreement) or to one of the Plan's Centers of Excellence.

C. Reporting Services. Precedence will provide quarterly reports to Plan which include:

- Response time to phone calls
- Timeliness of clinical decisions
- Number of behavioral health and medical admissions
- Average lengths of inpatient stays
- Readmission rate
- Any denials or complaints
- Quality improvement activities
- Enrollee satisfaction with access, provider location, provider selection, treatment progress, and cultural diversity

If more frequent reporting is requested or additional reporting needs are identified by the Plan, Precedence will make reasonable efforts to cooperate with Plan to provide the additional information.

2. Fees.

A. Per Employee Per Month Payment. To compensate Precedence for the Services outlined in this Agreement, the Plan agrees to pay Precedence a fee equal to \$10.88 Per Employee Per Month ("PEPM") for each Participant that is covered under the Unity Point ACP (the "Monthly PPEM Payment"). The Plan will self-report and pay this amount by the 30th of the month following the month in which the Services are rendered. The payment for the month shall be calculated by multiplying the number of employees by \$10.88.

The sum of the Monthly PEPM Payments for any Measurement Period (as defined below) shall be referred to as the Annual Care Management Fees.

Payments not made via electronic funds transfer should be mailed to the following address:

Robert Young Center  
Attn: Jill Westhoff, CFO  
4600 3<sup>rd</sup> Street  
Moline IL 61265

- B. Fee Adjustments. Upon request of Precedence, Plan and Precedence will meet no more than annually to review the fees payable under this Agreement. No change shall take effect absent the Plan's express written consent.

**ATTACHMENT 1 to EXHIBIT 1**

**PRECEDENCE, INC.**

**QUALITY IMPROVEMENT/UTILIZATION MANAGEMENT PROGRAMS**

**PROGRAM DESCRIPTIONS**

**QUALITY IMPROVEMENT PROGRAM:**

**PURPOSE:** The purpose of the Precedence Quality Improvement (QI) Program is to monitor and improve the quality of clinical care and services that are delivered to our clients and consumers. It addresses the needs of our internal and external customers. The program addresses both clinical and non-clinical services.

**GOVERNING BOARD:** The Precedence Board of Directors is responsible for the organizational governing of the QI/UM program. Annually the Chairman of the Board of Directors reviews and approves the QI/UM program description, QI/UM work plan and the annual QI/UM evaluation. The board grants the QI/UM committee authority for Precedence's quality management.

**QUALITY IMPROVEMENT COMMITTEE:** The QI Committee provides oversight and guidance for the quality management program. The committee is comprised of content experts. It is the duty of the QI committee to design and operate a program which is comprehensive and functional. The QI duties include: evaluating the effectiveness of the program at least annually; recommending policy decisions; identifying, designing, approving, reviewing, and re-evaluating QI project activities; monitoring progress in meeting the QI goals; providing guidance to staff on quality management priorities and projects; along with identifying actions to improve services and guarantee that identified and needed actions are carried out.

- The QI Committee meets, at a minimum, quarterly. Clear and accurate QI minutes are taken at each meeting. These minutes include the date, discussion, and actions taken by the committee. Each set of minutes are typed and signed. Approved records of all committee meetings are maintained. They are available before the next QI meeting.
- The QI Committee develops the annual QI work plan, monitors its progress, analyzes its data and initiates action plans to correct opportunities to improve quality of care, service or meet acceptable levels of performance measures.
- When applicable, the committee includes at least one participating provider or receives input from participating providers
- The committee conducts the annual QI evaluation.
- The QI/UM Committee reports to the Board of Directors.

**PRECEDENCE MEDICAL DIRECTOR:** -The Medical Director has oversight and responsibility for the overall operation of the QI/UM, and serves on the QI/UM committee. At times the Medical Director may delegate some of his/her duties.

**PRECEDENCE DIRECTOR OF MANAGED CARE** - The Director is responsible to collect monthly data as outlined in the QI/UM work plan. The director compiles this information for monthly reports, which are then submitted to the QI/UM Committees.

**ANNUAL QUALITY IMPROVEMENT WORK PLAN** - Annually the QI/UM Committees design a QI work plan. This plan includes a program scope, along with objectives and approaches utilized in the QI activities for the year. These activities are designed for improvement of health, clinical care, and services to our members. A timeline is identified for each activity, which includes how each activity will be monitored. A designated person is identified to be responsible for each activity. The plan also includes the annual evaluation of the QI work plan as one of its activities.

**QUALITY IMPROVEMENT PROCESS:** Precedence Inc. implements a systemic, evidence-based quality improvement process that includes:

- Selection of quality indicators
- Defined performance metrics
- Defined and regular performance measurement and reporting timeframes
- Measurements of process, errors/adverse events/near misses, satisfaction of population served, complaints, access or outcome trends using valid and accurate methods
- Implementation of activities designed to improve identified problems, including reduction of errors/adverse events/near misses, or indication that Precedence has met acceptable levels of performance.

**QUALITY IMPROVEMENT ACTIVITIES** – A minimum of two QI projects are identified yearly to promote continuous quality improvement, supporting organizational efforts to maintain and refine client and consumer services.

The following areas are addressed by the QI work plan on an annual basis:

**1. Clinical Scope Activity:** A minimum of two clinical activities are determined yearly. The activities include at least one clinical issue from inpatient, outpatient or ambulatory services. When a QI project is clinical in nature, QI documents demonstrate the involvement of a senior clinical staff person in the judgments about the use of clinical quality measures and clinical aspects of performance.

**2. Ensure the following policies and procedures are being adhered to:**

- a) Availability of Practitioners
- b) Accessibility of Service Standards
- c) Continuity of Care

**3. Customer satisfaction:**

A.) Satisfaction surveys are conducted with the member population or a representative sample. Members are surveyed annually on:

- a) Organizational services
- b) Accessibility, availability, and acceptability of healthcare practitioners' programs and services.
- c) Satisfaction of logistic and cultural needs being met.

B.) Complaints and appeals are tracked and reported on quarterly. These complaints and appeals are organized into the following categories: denial of care, denial of diagnostic procedure,

denial of referral request, sufficient choice and accessibility of health care providers, underwriting, marketing and sales, claims and utilization review, member services, provider relations, quality of care, provider complaints, and miscellaneous.

C.) Review and updating of staff scripts.

D.) Reporting timeliness of utilization management decisions and notifications. Precedence monitors and reports quarterly adherence to the time standards including authorizations for: urgent concurrent, urgent pre-service, non-urgent pre-service and post service requests. The percentages of compliance to the time frames are reported to the quality improvement committee.

4. Patient Safety Issues: Precedence identifies at least two activities to help monitor and or improve client safety.
5. Corporate compliance: Trainings are conducted on compliance along with signed statements and adherence.

**MEASUREMENT OF ACTIVITIES**: The QI activities identified by the QI Committee are documented, measured, and evaluated using the following:

- a) Areas to assess or improve quality are identified and prioritized.
- b) Strategies to improve the identified area(s) for improvement are designed and implemented.
- c) Valid and reliable data are collected in a methodically sound manner using the affected population, or a sample identified in the activity.
- d) Measurements are identified to evaluate the performance of the activities. To demonstrate that an improvement is measurable, a sound study is used which includes:
  - i. A clear rationale which is relevant to the target population.
  - ii. A clear statement of purpose.
  - iii. Measure baseline level of performance.
  - iv. Clear timeframes for meeting the identified goals.
  - v. Appropriate, quantifiable measures to establish acceptable levels of performance.
  - vi. Document changes or improvements related to the baseline measurement.
  - vii. Re-evaluate level of performance at least annually.
  - viii. Analysis of data and target actions for improvement.
- e) Goals are identified for each activity.
- f) Once the data are collected, measured, and compared to the goal and benchmark, the information is then analyzed and compared to previous performance, if one exists.
- g) The data is reported back to the QI/UM committee, as well as any relevant staff through the QI/UM meeting minutes and staff meeting agendas.
- h) The QI/UM Committee analyzes the data in order to identify whether the performance is adequate, or if administrative barriers to quality are found.

- i) If barriers are found, an action plan is developed to address these barriers.

**INTERVENTION AND FOLLOW UP FOR CLINICAL ISSUES:** When an opportunity is identified which could improve quality, Precedence develops QI/UM activities to address the areas. The QI/UM Committee then addresses the effectiveness of the activities, along with the revisions of ineffective activities. Periodic re-measurement of the level of performance is monitored for as long as necessary to ensure sustained improvement.

The QI/UM Committee identifies areas for improvement. These areas are identified through routine quality improvement reporting, which include tracking and trending complaints logs, appeal logs, access to service and satisfaction surveys. Other areas identified may come from suggestions by providers, primary care physicians, members, and/or staff.

The QI/UM Committee selects which areas to address. The basis for the selection is documented in the QI/UM meeting minutes. Once the area is identified an activity is designed, measured and analyzed. Based on the analysis, interventions are then identified to address improving either practitioner or system performance. These interventions are then measured for effectiveness. The interventions are to begin early enough, and to specifically identify causes of poor quality, to facilitate some positive change.

The original area identified for Quality Improvement is then re-measured to evaluate the effectiveness of the intervention.

**DATA MANAGEMENT:**

- a) Supports performance indicator collection, analysis, and reporting.
- b) Includes data management whereby the organization:
- c) Selects performance indicators and sets quantified metrics that are used to establish acceptable levels of performance.
- d) Benchmark identified performance.
- e) Collects analyses and ensures data integrity prior to integrating data that is used to manage key work processes.

**EFFECTIVENESS OF THE QUALITY IMPROVEMENT / UTILIZATION MANAGMENT**

**PROGRAM:** Precedence evaluates its QI/UM program annually. The annual written QI/UM evaluation includes the following:

- a) Description of the QI/UM activities, both complete and ongoing.
- b) An evaluation of progress made on each activity.
- c) An analysis summary outlining improvement made in the quality of healthcare and services to our members.
- d) Whether resources were adequate and appropriate
- e) Whether the right people were involved
- f) Assessment of the program impact. Did the program make a difference?

Upon request, members, medical healthcare providers/relevant medical delivery systems and panel practitioners may receive information about the QI/UM program. This would include a description of

the QI/UM program, the annual goals, and progress on those goals.

### **UTILIZATION MANAGEMENT PROGRAM:**

**PURPOSE:** Precedence has a well-structured utilization management (UM) program that makes utilization decisions affecting the health care of members in a fair, impartial and consistent manner. The UM Program has decision-making structures and processes in place along with a clear designation of responsibility and accountability.

**APPROVAL OF THE PROGRAM:** This program was originally reviewed and approved on May 26<sup>th</sup>, 2016 by the UM committee. The most recent review and approval occurred on 1/15/19.

**UTILIZATION MANAGEMENT COMMITTEE:** The committee consists of a minimum of the senior level Precedence physician, a health care practitioner and Precedence program manager. The committee meets at a minimum of quarterly. Minutes are taken of each meeting. Urgent issues that arise between meetings will be assigned to the Director of Precedence who may delegate to an appropriate subcommittee. The UM committee is combined with the Quality Improvement committee.

**UTILIZATION MANAGEMENT PROGRAM DESCRIPTION:** The Precedence UM program includes the following:

- a) A Written description of the program structure
- b) The healthcare aspects of the program
- c) Involvement of a designated senior physician in the UM program implementation
- d) The program scope and process used to determine benefit coverage and medical necessity
- e) Information sources used to determine benefits coverage and medical necessity
- f) The process for an annual evaluation, approval and revisions, if applicable, the UM program and the staff assigned each activity.

### **UM PROGRAM STRUCTURE:**

**UM Staff assigned activities:** Triage and referral decisions that require clinical judgment are made by Care Managers who are licensed in the United States and, at a minimum, are a master's degree level mental health therapists or Registered Nurses. In cases where a clinical utilization management decision is needed by a specialist outside of the utilization management staff expertise, an outside expert is used. Initial screenings involve non-clinical administrative staff's ability to authorize or non-certify payment to providers for health services which do not require evaluation or interpretation of clinical data.

**UM Staff who has authority to deny coverage:** Decisions for denials are based on medical or clinical necessity by a Board Certified licensed psychiatrist, licensed doctorate level clinical psychologist, or certified addiction medicine specialist. Clinical peer reviewers are licensed in the United States. Benefit denials may be done by Care Managers, UM Technicians or Care Coordinators.

**Involvement of an assigned health care practitioner:** Involvement of an assigned psychologist or psychiatrist to participate in the UM program and committee meetings.

**Process for evaluating, approving and revising the UM program, and the staff responsible for each step:** The Utilization Management program is designed yearly, which includes the item, measurement, date for

completion and assigned staff responsible. The UM program is and reviewed quarterly by the UM committee and evaluated annually.

The UM programs role in the Quality Improvement (QI) program: The following UM reports are generated monthly and are analyzed by the Quality Improvement team to ensure no over or underutilization is taking place:

1. inpatient acute care days
2. member complaints
3. appeals
4. recidivism and average length of stay
5. chart reviews

The process for handling appeals and appeal determinations (in addition to any requirements set forth in the Agreement):

If a care request is denied by a Peer Reviewer, specific reasons for the denial are conveyed to the member and provider/facility in accordance with the Plan and ERISA's requirements. The member and provider are informed of the appeals procedures in accordance with the Plan and ERISA's requirements.

All members and providers/facilities are educated on the appeal process. The appeal is conducted by an appeal reviewer who was not involved in the initial determination. During this first level of appeal, a full investigation of the case is made which includes all clinical care in question. Documentation is collected on the reason for the appeal and the action taken.

If the member is dissatisfied with the appeal findings, and the appeal is eligible for federal external review, the member or its authorized representative may request an external, independent review by an IRO who issues the final determination.

#### **HEALTHCARE ASPECTS OF THE PROGRAM:**

- 1) The utilization management functions include:
  - a. Triage and referral services
  - b. Review of benefit coverage
  - c. Authorization and denial of requests for payment for inpatient and outpatient mental health and substance abuse services
- 2) Utilization management authorization requests may be made by telephone, fax, email or mail
- 3) Utilization management services are provided to all identified members needing health services. Members are identified on the enrollment material provided to Precedence. A secondary identifier is asked to verify the enrollee.
- 4) Provider participation is verified.
- 5) If a member does not know which provider they would like to receive services from, the Care Manager/Intake Coordinator will review appropriate options. The Utilization Review (UR) staff will take into consideration provider specialties and geographical location to the member.
- 6) Level of care criteria are utilized in making clinical care determinations.
- 7) Care Managers who conduct clinical reviews have access to consult with a psychiatrist or health

professional with the same educational and licensure category of the ordering provider.

- 8) Members are referred to the least restrictive level of care utilizing medical necessity criteria.
- 9) On inpatient cases, information regarding continued stay is provided verbally and an authorization letter is sent once the client is discharged. The Precedence Care Manager documents confirmation of authorizations for continued hospitalization or services in the client's chart. This documentation includes the number of extended days or units of service, the next anticipated review point, the new total number of days or services approved, and the date of admission or onset of services. This data and other pertinent case information are available to Precedence authorized staff.
- 10) Discharge planning is conducted while the client is inpatient to help coordinate outpatient care and follow up appointments.
- 11) No authorization is required for a second opinion by an in-network provider. However, upon request, Precedence will review in-network options or coordinate obtaining an out-of-network expert if one is not available on the provider panel.
- 12) Utilization reviews are typically conducted by telephone. However, occasionally a Care Manager may review an inpatient chart at the hospital where the client is hospitalized. In such cases, the utilization management (UM) staff provide picture identification with full name and Precedence name to show hospital personnel.
- 13) On-site reviews are scheduled at least one day in advance, unless otherwise agreed upon by Precedence and hospital personnel.
- 14) Precedence Care Manager reviewers follow reasonable hospital/facility procedures so as not to interfere with hospital/facility operations. This includes checking in with the designated personnel.
- 15) Data collected during onsite reviews are kept confidential and secure.
- 16) The frequency of reviews is based on the complexity of the patient status, and /or necessary discharge planning and not routinely conducted on a daily basis.
- 17) Precedence staff collects only the information needed to authorize payment for the admissions, continued stay, procedure or treatment length of stay, or frequency or duration of service.
- 18) Care Managers do not routinely require hospitals, physicians, or other providers to numerically code diagnoses or procedures to be considered for payment authorization, however they may request such codes if available.
- 19) The Care Managers do not routinely request copies of medical records in all client reviews.
- 20) When client medical records are requested, Precedence only requires copies of the sections relevant to the authorization of payment.
- 21) When making determinations based on medical necessity, only information reasonably necessary to make the decision is requested.
- 22) The collection of information is shared on a need to know basis within Precedence so as to avoid different Precedence departments requesting duplicate copies of the record
- 23) Prospective and concurrent review decisions are based on the information available at the time the service is requested
- 24) Retrospective reviews are based on the information available to the provider at the time the care was provided.
- 25) During clinical utilization management reviews, if the information does not meet utilization management criteria for authorization the provider is given an offer to speak with a peer reviewer.

- 26) A Peer Reviewer is a health professional who is qualified, as determined by the Medical Director or Clinical Director, to make a clinical determination regarding a medical condition, procedure or treatment and;
- a) Is a clinical peer; and
  - b) Holds an active, current, unrestricted valid license to practice medicine or health profession in the United State(s); (unless expressly allowed by state and federal law or regulation, are located in a state of the United States when conducting a peer clinical review) and
    - a. Is of the same licensure category as the ordering provider; and
    - b. Is in the same profession and in a similar specialty as typically manages the medical condition, procedure, or treatment as mutually deemed appropriate; and
    - c. Is board certified by the *American Board of Medical Specialties* (Doctor of Medicine) or the *Advisory Board of Osteopathic Specialists from the Major Areas of Clinical Services* (Doctor of Osteopathic Medicine); and
  - c) Is neither the individual who made the original denial, nor a subordinate of such an individual.
  - d) Current Peer Reviewers listing: Tom Hansen MD, Tony Thrasher MD, Robert Sharpe MD, Shane Moisiso MD, Sean Weldon MD, Christina Girgis MD, Kimberly Sanders MD, and Prashanth Tamragouri MD.

**SENIOR LEVEL PHYSICIAN INVOLVEMENT:** An assigned senior health care practitioner supervises the Utilization Management program. The senior level physician's responsibilities may include, but are not limited to:

1. Setting utilization management policies.
2. Implementing the Utilization Management program
3. Providing oversight of the program
4. Supervising program operations.
5. Reviewing UM cases.
6. Participating in the UM Committee.
7. Evaluating the overall effectiveness of the UM program.

**DESIGNATED HEALTHCARE PRACTITIONER INVOLVEMENT:**

A designated healthcare practitioner is actively involved in the healthcare aspects of the UM program. This practitioner may be a designated healthcare physician, or a doctoral-level healthcare practitioner is involved in implementing and evaluating the healthcare aspects of the UM program. The practitioner duties include:

1. Establish UM policies and procedures relating to healthcare.
2. Review and decision making of UM healthcare cases.
3. Participate in UM Committee meetings.

**PROCESS USED TO MAKE DETERMINATIONS:**

For Precedence commercial book of business, written medical necessity criteria have been developed with the input and approval of local mental health practitioners. The effectiveness and appropriateness of the criteria are reviewed as needed. However, the Quality Improvement program conducts an annual formal review of the medical necessity level of care criteria.

Utilization management decisions are based on written criteria, along with input from the attending provider and primary care physician when appropriate. Utilization management decisions take into account the following:

1. urgency of the situation
2. presence of suicidal or homicidal thinking
3. presence of psychosis
4. ability of the local delivery system to meet the identified needs
5. age of the member
6. progress in treatment, if applicable
7. complications
8. home environment, if applicable
9. any other pertinent information

Utilization management decisions are based on information collected from any reasonably reliable source including the member, their family, provider and primary care physician when appropriate.

The following are considered when applying criteria to each client case in order to determine appropriate level of care:

1. Age
2. Co-morbidities
3. Psychosocial situation, including home environment (as applicable)
4. Medical history
5. Mental health and substance use History
6. History of present illness
7. Presenting symptoms
8. Current clinical status/progress
9. Plan of care
10. Emergency department treatment
11. Current treatment
12. Complications
13. Level of care criteria
14. Disposition
15. Discharge Plan
16. Information regarding condition and instructions at prior discharge if re-admission is at the same facility
17. Any other pertinent information

Orientation of Utilization Management staff includes training in application of utilization management

criteria. Yearly in-services for all staff are also conducted to ensure consistent application of UM criteria.

Monthly quality assurance chart reviews are conducted on all Care Managers. The reviews are conducted to evaluate whether the utilization management criteria are being followed consistently, and whether each client's specific needs are being met.

The monthly random review outcomes are reflected in the Care Manager's performance evaluations.

The names and qualifications of the participants involved in the development of the utilization management criteria are documented in the Quality Improvement minutes.

The Precedence behavioral health criteria are based on current principles and processes and are reviewed and evaluated yearly by licensed health providers.

Precedence utilized Milliman Care Guidelines (MCG) for medical level of care criteria.

Medical necessity criteria are reviewed and updated yearly by actively participating providers. The names and qualifications of the providers called upon to review the criteria are documented in the quality improvement minutes.

Utilization Management criteria and application are reviewed, updated and approved yearly by the Quality Improvement Committee.

Updated criteria and policies are distributed to all clinical staff.

Providers may obtain the Utilization Management/Level of Care criteria upon request by calling our Utilization Management staff. This is conveyed to all providers in their provider manual.

Enrollees and providers may obtain the Utilization Management/Level of Care criteria upon request by calling our Utilization Management staff. This is conveyed to all enrollees in the 'Rights and Responsibilities'.

Precedence, or its contracted delegate, administers an inter-rater reliability (IRR) test at a minimum of annually to the Utilization Management Review Staff who utilize criteria/guidelines and Plan policies when making medically necessary determinations for requested services.

**BENEFIT COVERAGE:** Decisions about coverage for medical benefits are defined by the Plan's Summary Plan Description, Level of Care criteria, and eligibility files. The Plan determine the sources of information to be used to determine coverage.

None of the plans Precedence administers have a pre-existing clause for behavioral health.

If the member is an eligible Participant, a service is a Covered Service and the clinical situation meets Plan's Medical Necessity criteria, the service is authorized for payment.

#### **DENIALS:**

Benefit denial: The requested service is expressly excluded from the Plan as a non-covered service or the member is not an eligible Participant.

Medical Necessity denial:

**a.) Covered medical benefits:** When the Plan covers the Participant's service but Precedence denied authorization due to the service not meeting Medical Necessity criteria.

**b.) Experimental treatments:** Precedence denies a service due to its experimental nature,

however the provider reports the service as not being experimental. (If the specific experimental treatment is excluded from the benefit package, it cannot be appealed, i.e. smoking cessation.)

## **PROCESS FOR AN ANNUAL EVALUATION OF THE UM PLAN**

**A.) ANNUAL UTILIZATION MANGEMENT WORK PLAN** - Annually the UM Committee designs an UM work plan. This plan includes a program scope, along with identifying objectives and approaches to be utilized in the UM activities for the year. These activities are designed to determine whether the UM program remains current and appropriate.

A time-line is identified for each activity below, which includes how each activity will be monitored, with a designated person responsible for the activity:

- a) The program structures.
- b) Evaluation of the work plan
- c) The program scope, processes and information sources used to determine benefit coverage and medical necessity.
- d) The level of involvement of the senior-level physician and designated healthcare practitioner in the UM program.
- e) Inpatient acute care days
- f) Member complaints
- g) Appeals
- h) Recidivism and average length of stay
- i) Chart reviews

**B.) EFFECTIVENESS OF THE UTILIZATION MANAGMENT PROGRAM:** Precedence senior utilization management staff and the Utilization Management Committee evaluate the UM program annually, and the Director of UM Operations presents the annual evaluation and necessary revisions to the program description to the Utilization Management Committee for review and approval. The annual written evaluation includes the following:

- a) Evaluation of program structure
- b) Evaluation of program scope, processes, information sources used to determine benefit coverage and medical necessity
- c) Evaluation of the level of involvement of the senior-level physician and designated healthcare practitioner in the UM program.
- d) Consideration of consumer and practitioner experience data.
- e) Description of the UM activities, both complete and ongoing.
- f) An evaluation of progress made on each activity.

3-14-20

**EXHIBIT 2**  
**TO**  
**UTILIZATION MANAGEMENT AGREEMENT**  
**BETWEEN**  
**CITY OF EAST PEORIA GROUP HEALTH CARE PLAN**  
**AND**  
**PRECEDENCE, INC.**

[Replace this page with Business Associate Agreement]

**EXHIBIT 2  
BUSINESS ASSOCIATE AGREEMENT**

**THIS BUSINESS ASSOCIATE AGREEMENT** (“Agreement”) amends and is made a part of all Services Agreement(s) (as defined below) between the City of East Peoria, a Covered Entity under HIPAA (“Covered Entity”) and Precedence, Inc., its Business Associate (“Business Associate”). This Agreement is effective on the same date as the Utilization and Case Management Agreement between the Covered Entity and the Business Associate.

1. **Definitions.** Terms used but not otherwise defined in this Agreement shall have the meaning ascribed in section 160.103, 164.501, or elsewhere, in the Regulations.
  - a. **“Breach”** means, with respect to PHI, the impermissible acquisition, access, use or disclosure of Unsecured PHI which compromises the security or privacy of the PHI.
  - b. **“Business Associate Functions”** means all functions performed by Business Associate under one or more Service Agreements which involve the creation, receipt, transmission or maintenance of PHI on behalf of Covered Entity by Business Associate or its agents or subcontractors.
  - c. **“Covered Entity”** means a health plan, a health care clearinghouse, or a health care provider who transmits any health information in electronic form in connection with a transaction covered under the HIPAA regulations.
  - d. **“ePHI”** means PHI that is maintained or transmitted in electronic media.
  - e. **“HIPAA”** means the administrative simplification provisions of the Health Insurance Portability and Accountability Act of 1996, 42 U.S.C. §§ 1320d to 1320d-7, and future amendments thereto and the Regulations issued thereunder.
  - f. **“PHI”** means protected health information as defined in the Regulations, which is created, obtained or used by Business Associate in the performance of one or more Business Associate Functions for Covered Entity.
  - g. **“Regulations”** means the final Regulations implementing the provisions of HIPAA as amended from time to time. The Regulations are presently codified at 45 C.F.R. Parts 160 and 164.
  - h. **“Services Agreement(s)”** means all agreements, whether written or oral, and whether now in effect or hereafter entered into, between Covered Entity and Business Associate for the performance of Business Associate Functions by Business Associate.
  - i. **“Security Incident”** means the attempted or successful unauthorized access, use, disclosure, modification or destruction of information or interference with system operations in an information system.
  - j. **“Unsecured PHI”** means PHI that has not been rendered unusable, unreadable, or indecipherable to unauthorized persons through the use of a technology or methodology specified by the Secretary in the guidance issued under section 13402(h)(2) of Public Law 111-5.

2. Purpose. HIPAA requires Covered Entity to obtain satisfactory written contractual assurances from its business associates before furnishing them with PHI or permitting them to obtain or create PHI to perform Business Associate Functions. HIPAA also requires Business Associate to obtain similar contractual assurances from any agents or subcontractors who will create, receive, use or disclose PHI to perform Business Associate Functions on behalf of the Business Associate. This Agreement is intended to provide Covered Entity with the contractual assurances required under HIPAA.
3. Permitted Uses and Disclosures of PHI. Business Associate shall only use and disclose PHI as permitted or required under this Agreement or as required by law. Business Associate shall not, and shall ensure that its employees, agents and subcontractors do not, use or disclose PHI received from Covered Entity in any manner that would constitute a violation of HIPAA or state privacy law if used or disclosed by Covered Entity. To the extent Business Associate carries out any of Covered Entity's obligations under HIPAA, Business Associate shall comply with the requirements of HIPAA that apply to Covered Entity in the performance of such obligations. Without limiting the generality of the foregoing, Business Associate is permitted to use or disclose PHI as set forth below:
  - a. Business Associate may use PHI to perform Business Associate Functions.
  - b. Business Associate may use or disclose PHI as needed for the proper management and administration of Business Associate and to carry out the legal responsibilities of Business Associate. Disclosures for the purposes in Section 3(b) must be either:
    - i. Required by law; or
    - ii. Made pursuant to Business Associate obtaining reasonable assurances from the person to whom the PHI is disclosed that the PHI will: (1) remain confidential and will only be used or further disclosed as required by law or for the purposes for which it was disclosed to the person; and (2) the person will notify Business Associate in writing of any instances of which it is aware in which the confidentiality of the PHI has been breached.
  - c. Business Associate may use PHI to provide Data Aggregation services relating to the Health Care Operations of Covered Entity if required or permitted under the Services Agreement.
  - d. Business Associate may, if expressly permitted in writing by Covered Entity or in the Services Agreement, de-identify PHI, provided that such de-identification meets the applicable HIPAA requirements set out in 45 CFR 164.514(a)-(c). In accordance with any additional terms in the Services Agreement, Business Associate may disclose properly de-identified data that no longer meets the definition of PHI.
4. Obligations of Business Associate. Business Associate agrees to:
  - a. Comply with all applicable requirements of Title XIII, Subtitle D of the Health Information Technology for Economic and Clinical Health (HITECH) Act, codified at 42 U.S.C. §§17921-17954, and comply with all regulations issued by the Department of Health and Human Services (HHS) to implement HITECH. Such requirements are hereby incorporated by reference into this Agreement.

- b. Use and disclose PHI only as permitted or required by this Agreement, or as otherwise required by law. Business Associate shall not use or disclose information in a manner that would violate any applicable law if done by a Covered Entity.
- c. Use appropriate safeguards to prevent use or disclosure of PHI other than as provided for in this Agreement. In addition, Business Associate shall implement administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of ePHI that it creates, receives, maintains or transmits on behalf of Covered Entity. Business Associate shall comply with the HIPAA Security Rule with respect to ePHI.
- d. Report to Covered Entity, without unreasonable delay, but in no event later than five (5) business days from discovery by Business Associate, any use or disclosure of PHI not provided for in this Agreement by Business Associate, its employees, agents or contractors or by a person to whom Business Associate disclosed PHI under Section 3 of this Agreement (each, an "Unauthorized Use or Disclosure"), including any Unauthorized Use or Disclosure that is a Breach of Unsecured PHI, or any Security Incident. Such notice shall include:
- i. any remedial or mitigating action taken or proposed to be taken, or further investigation planned with respect to the Unauthorized Use or Disclosure or Security Incident;
  - ii. the results of a risk assessment conducted by Business Associate with respect to the Unauthorized Use or Disclosure or Security Incident to determine if there is a low probability that the PHI has been compromised;
  - iii. a brief description of how the Unauthorized Use or Disclosure or Security Incident occurred and how and when it was discovered; and
  - iv. a description of whether Unsecured PHI was involved in the Unauthorized Use or Disclosure or Security Incident.
- e. Cooperate with Covered Entity, at Covered Entity's direction, in making any required notification to individuals in the case of a Breach (as determined by Covered Entity).
- f. Reimburse Covered Entity for all costs, expenses, damages and other losses resulting from any breach of this Agreement, Unauthorized Use or Disclosure, Security Incident or Breach involving PHI maintained by Business Associate, including, without limitation: costs incurred by Covered Entity in investigation of such an occurrence; fines or settlement amounts owed to a state or federal government agency; the cost of any notifications to Individuals or government agencies; credit monitoring for affected Individuals for a one year period (if reasonable and appropriate under the circumstances); or other mitigation steps taken by Covered Entity to comply with HIPAA or state law.
- g. Cooperate with Covered Entity in taking reasonable steps to mitigate, to the extent practicable, any harmful effects of any Unauthorized Use or Disclosure, Breach of Unsecured PHI, or Security Incident.

- h. Enter into a written agreement meeting the requirements of 45 C.F.R. §§ 164.504(e) and 164.314(a)(2) with each subcontractor (including, without limitation, a subcontractor that is an agent under applicable law) that creates, receives, maintains or transmits PHI on behalf of Business Associate. Business Associate shall ensure that the written agreement with each subcontractor obligates the subcontractor to comply with restrictions and conditions that are the same as the restrictions and conditions that apply to Business Associate under this Agreement.
- i. Promptly notify Covered Entity in the event that Business Associate either (i) enters into an arrangement contemplated under Section 4(h) with a subcontractor that is subject to the jurisdiction of any country other than the United States, or (ii) intends to perform the Business Associate Functions at locations outside of the United States. Such notification shall include, at a minimum, the name of any subcontracted entity, the location where Business Associate Functions shall be performed, and a description of the safeguards in place as required by this Agreement to prevent an Unauthorized Use or Disclosure. If Business Associate fails to provide such notice or if Covered Entity, in its sole discretion, determines the planned safeguards are insufficient to protect the PHI, Covered Entity may terminate this Agreement immediately upon written notice.
- j. Within five (5) business days of a request by Covered Entity for access to PHI about an Individual contained in any Designated Record Set of Covered Entity maintained by Business Associate, Business Associate shall make available to Covered Entity such PHI for so long as Business Associate maintains such information in the Designated Record Set. If Business Associate receives a request for access to PHI directly from an Individual, Business Associate shall forward such request to Covered Entity within five (5) business days.
- k. Notify Covered Entity within five (5) business days of any request by individuals to amend PHI maintained by Business Associate in designated record sets, direct the requesting individual to Covered Entity for handling of such request, cooperate with Covered Entity in the handling of such request, and incorporate any amendment accepted by Covered Entity in accordance with §164.526 of the Regulations. Business Associate is not authorized to independently agree to any amendment of PHI.
- l. Maintain a record of those disclosures of PHI by Business Associate or its agents or subcontractors which are subject to the individual's right to an accounting under §164.528 of the Regulations, and report such disclosures to Covered Entity within five (5) business days of request by Covered Entity in a form permitting Covered Entity to respond to an individual's request for an accounting.
- m. Make its internal practices, books and records relating to the use and/or disclosure of PHI available to the Secretary of HHS or his or her designees for purposes of determining the parties' compliance with the Regulations.
- n. Comply with any restriction on use or disclosure of PHI accepted by Covered Entity under § 164.522(a) of the Regulations which is properly communicated to Business Associate, to the extent that such restriction may affect Business Associate's use or disclosure of PHI.



7. Supervening Law. Upon the enactment of any law or regulation affecting the use or disclosure of PHI, or the publication of any decision of a court of the United States or of this state relating to any such law, or the publication of any interpretive policy or opinion of any governmental agency charged with the enforcement of any such law or regulation, Covered Entity may, by written notice to Business Associate, amend this Agreement in such manner as it determines necessary to comply with such law or regulation. If Business Associate disagrees with any such amendment, it shall so notify Covered Entity in writing within thirty (30) days of Covered Entity's notice. If the parties are unable to agree on an amendment within thirty (30) days thereafter, either party may terminate the Services Agreement on not less than thirty (30) days' written notice to the other. If not so terminated, the amendment or amendments proposed by Covered Entity shall become effective.
  
8. Term and Termination.
  - a. *Term.* This Agreement shall continue in effect until all obligations of the parties have been met, including return or destruction of all PHI in Business Associate's possession (or in the possession of Business Associate's agents and subcontractors), unless sooner terminated as provided herein. The terms and conditions of this Agreement designed to safeguard PHI shall survive expiration or other termination of the Services Agreement and shall continue in effect until Business Associate has performed all obligations under this Agreement and no longer retains any PHI.
  
  - b. *Termination by Covered Entity.* Notwithstanding any contrary provision of the Service Agreement(s), Covered Entity may terminate the Services Agreement and this Business Associate Agreement upon thirty (30) days' advance written notice to Business Associate in the event that Business Associate materially breaches this Agreement and such breach is not cured to the reasonable satisfaction of Covered Entity within such thirty (30) day period. If Business Associate does not take reasonable steps to cure the breach during such period, Covered Entity may terminate this Business Associate Agreement and the Services Agreement immediately upon written notice.
  
  - c. *Termination by Business Associate.* If Business Associate determines that Covered Entity has materially breached this Agreement, Business Associate shall notify Covered Entity and provide Covered Entity an opportunity to cure the alleged material breach upon mutually agreeable terms. If Covered Entity does not take reasonable steps to cure the breach during such period, Business Associate may terminate this Business Associate Agreement immediately upon written notice.
  
  - d. *Return/Destruction of PHI upon Termination.* Upon termination of the Service Agreement(s) or this Business Associate Agreement, business Associate shall, if feasible, either return or destroy (and not retain a copy) any and all PHI received from Covered Entity or created or received by Business Associate on behalf of Covered Entity. In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon mutual agreement of the parties that return or destruction of PHI is infeasible, Business Associate shall extend the protections of this Agreement to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such PHI.

9. **Miscellaneous.**

a. *Covered Entity.* For purposes of this Agreement, and as applicable to the Business Associate Functions of Business Associate under all Services Agreements covered by this Agreement, references to Covered Entity shall include the named Covered Entity and all other entities covered by a joint Notice of Privacy Practices with Covered Entity, whether as part of an affiliated covered entity or an organized health care arrangement.

b. *Notice.* Any notice required herein may be delivered via mail, certified mail, or electronic mail if delivered to the address provided by each party below, provided that each party may notify the other of a new preferred address at any time by delivering such notice in accordance with this provision:

To the Covered Entity:  
City of East Peoria Health  
401 West Washington Street  
East Peoria, IL 61611  
Attention: Teresa Durm, HR Director

To the Business Associate:  
Precedence, Inc.  
1409 East Kimberly Road  
Davenport, IA 52807  
Attention: Dennis Duke, President RYC

c. *Survival.* The respective rights and obligations of Business Associate and Covered Entity hereunder shall survive termination of this Agreement with respect to any PHI obtained or maintained by Business Associate under this Agreement.

d. *Interpretation; Amendment.* This Agreement shall be interpreted and applied in a manner consistent with Covered Entity's obligations under HIPAA. All amendments shall be in writing and signed by both parties, except that this Agreement shall attach to additional Services Agreements entered into between the parties in the future without the necessity of amending this Agreement. This Agreement is intended to cover the entire Business Associate *relationship* between the parties, as amended, from time to time, through Services Agreements or other means.

e. *Waiver.* A waiver with respect to one event shall not be construed as continuing, or as a bar to or waiver of any right or remedy as to subsequent events.

f. *No Third-Party Beneficiaries.* Nothing express or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than the parties and their respective successors or assigns, any rights, remedies or obligations.

g. *Effect.* The provisions of this Agreement shall control with respect to PHI Business Associate receives from or on behalf of Covered Entity, and the terms of this Agreement shall supersede any conflicting or inconsistent terms and provisions of the Services Agreement.

h. *Counterparts.* This Agreement may be executed in multiple counterparts, each of which shall be deemed an original but both of which together shall constitute one and the same instrument. Copies of signatures sent by facsimile transmission or scanned and sent by email are deemed to be originals for purposes of execution and proof of this Agreement.

**IN WITNESS WHEREOF**, each of the undersigned has caused this Agreement to be duly executed in its name and on its behalf.

**CITY OF EAST PEORIA**

**PRECEDENCE, INC.**

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_

Print Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT 3**  
**TO**  
**UTILIZATION MANGEMENT AGREEMENT**  
**BETWEEN**  
**CITY OF EAST PEORIA GROUP HEALTH CARE PLAN**  
**AND**  
**PRECEDENCE, INC.**

SPD to be inserted here.

## MEMORANDUM

April 16, 2020

TO: Mayor John P. Kahl and Members of the City Council

FROM: Teresa Durm (Human Resources Director) and  
Scott A. Brunton (City Attorney's Office)

SUBJECT: FY 2020-2021 Salary Resolution

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**DISCUSSION:** Attached is the Annual Salary Resolution setting the salaries and wages for all non-union City employees for the upcoming 2020-2021 fiscal year. Due to the fiscal challenges faced by the City due to the current COVID-19 pandemic, all non-union salaries are being held at the same levels without any increases for the 2020-2021 fiscal year. All other rates and benefits addressed in the Resolution are also being held to no changes for the upcoming 2020-2021 fiscal year, with the only exceptions being made to address the mandatory increases in minimum wages that are scheduled to be implemented during the upcoming 2020-2021 fiscal year.

Additionally, the pay plan exhibits again provide the FLSA exemption status for City employees not covered by a bargaining agreement.

**RECOMMENDATION:**

Approve FY 2020-2021 Salary Resolution.

**RESOLUTION NO. 1920-142**

**East Peoria, Illinois**

**\_\_\_\_\_ , 2020**

**RESOLUTION BY COMMISSIONER \_\_\_\_\_**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF EAST PEORIA, TAZEWELL COUNTY, ILLINOIS, THAT** the salaries, wages and employee benefits for certain non-union employees of the City of East Peoria for the year beginning on May 1, 2020 and ending on April 30, 2021, shall be set as follows:

I. BE IT RESOLVED that the hourly wages of certain clerical, secretary and general employees and the monthly salaries of certain other general, supervisory management employees shall be generally derived from the Pay Plan attached hereto as "Exhibit A".

1. The Pay Plan shall be reviewed annually by the City Council. The Council retains complete discretion on any adjustments to the ranges as set forth or the addition of steps or grades.

2. During a transition period while a job is being upgraded, an employee may receive compensation which is less than the initial step (Step A) of the established grade on the schedule or which falls between steps.

3. The Pay Plan shall serve only as a framework or guide and the City Council shall determine the actual compensation of each employee. Specific positions, titles and the grade levels associated with each position are listed in the Pay Plan as set forth Exhibit A, attached hereto and incorporated by reference.

6. The exemption status of each employee position as provided in compliance with the Fair Labor Standards Act (FLSA) effective May 1, 2020, is further provided in Exhibit B, attached hereto and incorporated by reference.

II. BE IT FURTHER RESOLVED that the City Council hereby approves the following funds to be used for non-union employee salary and wage increases for the year beginning on May 1, 2020, and ending on April 30, 2021:

1. Salaries and wages for all full-time, non-union City employees shall not be adjusted during the 2020-2021 fiscal year and shall remain the same as established for the 2019-2020 fiscal year, unless adjusted by further action taken hereafter by resolution of the City Council.

2. Salaries and wages for all part-time City employees shall not be adjusted during the 2020-2021 fiscal year and shall remain the same as established for the 2019-2020

fiscal year, unless adjusted by further action taken hereafter by resolution of the City Council or as otherwise required by law.

III. BE IT FURTHER RESOLVED that the fringe benefits for all full-time employees shall be as set forth in the City of East Peoria Personnel Policy Manual, subject to any clarification or modification set forth below. Further, "permanent part-time employees" will receive no fringe benefits, except as specifically provided herein.

### **GROUP HEALTH INSURANCE**

The City shall offer plan options under the City's group health care program to all full-time City employees, as such plan options are established by the City's Insurance and Benefits Committee. Further, the City's Insurance and Benefits Committee shall establish the City and employee monthly contribution rates for each of the plan options offered under the City's group health care program. The City shall pay the entire cost of the City contribution rate for the plan option selected by the full-time City employee, and the employee will be responsible for paying the applicable employee contribution rate. Article III of the City of East Peoria Personnel Policy Manual shall govern the group health insurance program and retiree coverage under the group health insurance program.

### **SICK LEAVE**

Sick leave shall be governed by Article III of the City of East Peoria Personnel Policy Manual, except as modified herein for certain management level employees.

Department Heads, Deputy Fire Chiefs, and Police Sergeants shall be entitled to sick leave of fifteen (15) duty days per year. Unused sick leave shall accumulate from calendar year to calendar year to a maximum of one hundred twenty (120) duty days. (Sick leave is earned at the rate of 1 1/4 days per month.)

The Assistant Fire Chiefs shall be entitled to sick leave of seven (7) duty days per year. Unused sick leave shall accumulate from calendar year to calendar year to a maximum of fifty-six (56) duty days. (Sick leave is earned at the rate of 14 hours per month.)

Effective May 1, 1993, Department Heads shall be subject to the Sick Leave policy set forth in the City Personnel Policy Manual, provided that, in addition to the maximum accumulations of sick leave specified therein, full-time permanent Department Heads may accumulate up to an additional twenty (20) days of sick leave, which may be used only for extended illness, and which shall not be compensated unless used during an extended non-occupational illness or injury absence prior to termination or retirement.

## **HOLIDAY PAY**

Holiday pay shall be governed by Article III of the City of East Peoria Personnel Policy Manual, except as modified herein for the specified non-union employees.

Assistant Fire Chiefs, Deputy Police Chiefs, and Police Sergeants shall be entitled to Holiday Pay equivalent to pay at their daily rate of pay for the ten annual holidays per year. For Assistant Fire Chiefs, they shall be paid for twelve (12) hours per holiday.

Permanent part-time employees shall receive pro-rata holiday pay for Thanksgiving, Christmas, and New Year's Day. Permanent part-time employees eligible for pro-rata holiday pay are part-time employees who work an average of 20 hours per week on a year-round basis (thereby excluding seasonable employees) and who have been employed by the City on a continuous basis since June 1<sup>st</sup> of the same calendar year.

## **CLOTHING ALLOWANCE**

The Fire Chief, Deputy Fire Chiefs, and Assistant Fire Chiefs shall receive an annual clothing allowance of \$825.00 as of May 15th, and the Police Chief, Deputy Police Chiefs, and Sergeants shall receive an annual clothing allowance of \$1,100.00 as of May 15th; unless the officer has already announced his intent to retire. Where an officer retires during a fiscal year, the uniform allowance shall be prorated for each month of the fiscal year after the retirement by one-twelfth, and the officer, if he has already been paid the full annual allowance, shall either refund this amount, or authorize its deduction from his final compensation.

## **FITNESS**

Command personnel in the Police Department and Fire Department shall be expected to meet the respective department's fitness standards.

### **IV. BE IT FURTHER RESOLVED THAT:**

Special Firemen shall be paid at the rate of \$12.00 per hour for each hour while on duty at the scene of a fire when so directed to duty and at the rate of \$10.00 per hour when called to stand-by duty or for duty other than fighting fires; this rate for stand-by duty or for duty other than fighting fires will increase to \$11.00 per hour on January 1, 2021. Special fire fighters shall be expected to meet the East Peoria Fire Department Fitness Standards.

The Plumbing Inspector will continue to be paid monthly on a 75% fee commission basis.

The Electrical Inspector will continue to be paid monthly on a 75% fee commission basis.

The members of the Fire and Police Commission shall be paid a salary of \$2,400.00 per year, payable at \$200.00 per month.

The City Attorney, effective May 1, 2020, shall remain unchanged at an hourly rate of \$220.00, partners in his law firm shall remain at the hourly rate of \$197.00, senior associates shall remain at a hourly rate of \$179.00, and all other members of his law firm shall remain at an hourly rate of \$124.00 for all services, except that attendance at staff meetings and Council meetings will be covered by a retainer remaining at \$1,000.00 per month.

**THIS RESOLUTION CREATES NO RIGHTS, CONTRACTUAL OR OTHERWISE, BETWEEN THE CITY AND ANY PROSPECTIVE OR CURRENT EMPLOYEE, OR ANY OTHER PERSON. THE STATEMENTS OF POLICY CONTAINED IN THIS RESOLUTION ARE NOT MADE FOR THE PURPOSE OF INDUCING ANY PERSON TO BECOME OR REMAIN AN EMPLOYEE OF THE CITY, AND SHOULD NOT BE CONSIDERED "PROMISES" OR A GRANT OF "PROPERTY" RIGHTS. THE CITY MAY ADD TO, SUBTRACT FROM AND/OR MODIFY THIS RESOLUTION AT ANY TIME WITHOUT NOTICE. NOTHING CONTAINED IN THIS RESOLUTION IMPAIRS THE RIGHT OF AN EMPLOYEE OR THE CITY TO TERMINATE THE EMPLOYMENT RELATIONSHIP AT ANY TIME FOR ANY REASON. THIS RESOLUTION SUPERSEDES ANY PRIOR RESOLUTION ADDRESSING ANY MATTER SET FORTH HEREIN.**

**APPROVED:**

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Mayor

**ATTEST:**

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City Clerk

**EXHIBIT A**  
**Pay Plan Schedule (2020-2021 Fiscal Year)**

<b>GRADE</b>	<b>POSITION TITLE</b>	<b>MINIMUM</b>	<b>MIDRANGE</b>	<b>MAXIMUM</b>
18	City Administrator	100,000	124,200	149,040
17	Police Chief, Fire Chief, Public Works Director	93,400	109,900	131,880
16	Deputy Police Chiefs, Deputy Fire Chief	89,900	105,800	126,960
15	Asst. Fire Chiefs, Police Sergeant	84,320	99,200	119,040
14	Street/Solid Waste Supv., Water/WW Supv., P & CD Dir., Dir. of Tourism & Special Events, City Clerk, Director of Finance	67,600	81,400	97,680
13	Housing Authority Dir, Asst. Treas. & Office Mgr., Fitness Dir, HR Dir., Dir. of Bldgs & Inspections	52,080	65,100	78,120
12	Res. Bldg. Insp., Grounds Mgr., Concessions/Operations Mgr.	42,320	52,900	63,480
11	Admin. Asst. Police, Admin. Asst. Fire, Admin. Asst. PW, Admin. Asst. for Admin, GIS/Zoning Coord., Maintenance Coord.	33,810	48,300	57,960
10	Receptionist, Utility Billing Clerk, Accounts Payable Clerk, Asst. Grounds Mgr., Accts. Receivable Clerk, Permit Billing Clerk	26,650	39,100	46,920
9**	ESC Instructors, MOD's-PT	9.25	13.25	17.00

**Notes:** Increases for part-time employees beyond year three are dependent upon a combination of years of service, certifications, and merit.

\*\* Minimum wage will increase to \$10.00 on July 1, 2020, and then \$11.00 on January 1, 2021.

**EXHIBIT B**  
**FLSA Exemption Status of City Positions (2020-2021 Fiscal Year)**

City Administrator	Exempt
Police Chief	Exempt
Fire Chief	Exempt
Public Works Director	Exempt
Deputy Police Chiefs	Exempt
Assistant Fire Chiefs	Exempt
Police Sergeants	Exempt
Street/Solid Waste Supervisor	Exempt
Water/Waste Water Supervisor	Exempt
Planning & Community Development Dir.	Exempt
Director of Tourism & Special Events	Exempt
Director of Buildings & Inspections	Exempt
City Clerk	Exempt
Director of Finance	Exempt
Housing Authority Director	Exempt
Fitness Director	Exempt
HR Director	Exempt
Residential Building Inspector	Exempt
Asst. Treasurer & Office Manager	Exempt
ESC Concessions/Operations Manager	Exempt
Grounds Manager	Exempt
Administrative Assistant of Police	Non-Exempt
Administrative Assistant of Fire	Non-Exempt
Administrative Assistant of PW	Non-Exempt
Administrative Assistant for Administration	Non-Exempt
GIS/Zoning Coordinator	Non-Exempt
IT Technician	Non-Exempt
Receptionist	Non-Exempt
Secretary/Leasing Specialist	Non-Exempt
Utility Billing Clerk	Non-Exempt
Accounts Payable Clerk	Non-Exempt
Asst. Grounds Manager	Non-Exempt
Maintenance Supervisor	Non-Exempt
Accts. Receivable Clerk	Non-Exempt
Permit Billing Clerk	Non-Exempt

## MEMORANDUM

April 17, 2020

TO: Mayor John P. Kahl and Members of City Council

FROM: Teresa Durm (Human Resources Director) and  
Scott A. Brunton (City Attorney's Office)

SUBJECT: Ordinance Revising and Updating the Personnel Policy Manual

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### DISCUSSION:

This Ordinance consists of revisions and updates to the City's Personnel Policy Manual. The Personnel Policy Manual is reviewed on an annual basis to ensure that it correctly and properly sets forth the City's personnel policies and addresses any legislative updates in the past year at the State or Federal levels.

In 2019, the State of Illinois passed into law and amended the Cannabis Regulation and Tax Act, which legalized possession of recreational amounts of cannabis (marijuana), while also amending the Compassionate Use of Medical Cannabis Program Act and adopting other related legislative actions that impact employment conduct. Pursuant to these legislative changes, a review and update of the City's substance abuse policy in the Personnel Policy Manual became necessary. Moreover, under this legislation, the City needs to ensure that its substance abuse policy and drug free workplace policy are reasonable in scope and consistent with these new laws. Accordingly, this Ordinance makes these necessary updates and changes to the City's substance abuse policy.

Additionally, updates have being made to the Personnel Policy Manual by this Ordinance include the following items: (1) inserting the Mayor in various provisions of the Manual to act in the absence of having a City Administrator; (2) revising the pre-employment testing provision to be consistent with the updated substance abuse policy; and (3) updating the sections dealing with sick leave, use of vacation leave upon returning from military duty, use of City vehicles, and employee attendance.

In order to effectuate these proposed changes in the City's Personal Policy Manual, this Ordinance should be adopted in conjunction with Council approval and adoption of the Annual Salary Resolution.

### RECOMMENDATION:

The Council should pass this Ordinance in conjunction with Council action to adopt the Annual Salary Resolution for the 2020-2021 fiscal year.

**ORDINANCE NO. 4497**

**AN ORDINANCE AMENDING THE CITY OF EAST PEORIA  
PERSONNEL POLICY MANUAL**

**WHEREAS**, the City of East Peoria established its Personnel Policy Manual by Ordinance No. 2474 in November 1990, which has been subsequently amended and updated by various ordinances including a significant revision and re-issuance in July 2014 by Ordinance No. 4173; and

**WHEREAS**, in the past year, the State of Illinois has passed into law and amended the Cannabis Regulation and Tax Act, which legalizes possession of recreational amounts of cannabis (marijuana), while also amending the Compassionate Use of Medical Cannabis Program Act and adopting other related legislative actions, and thereby has changed the landscape in Illinois in relation to the legal possession of that cannabis; and

**WHEREAS**, the City Council now seeks to revise and update the substance abuse policy in the Personnel Policy Manual to ensure the implementation of a reasonable drug-free workplace policy that is applied in a non-discriminatory manner for all employees, while also not establishing unreasonable or unnecessary limits on employee use of legal substances while off duty and not on-call unless the employee holds a safety sensitive position with the City; and

**WHEREAS**, the City Council recognizes its obligation and responsibility to implement a reasonable drug free workplace policy that ensures the safety of employees and the public at large, while also protecting the rights of employees under the conflicting laws that exist regarding use of medicinal and recreational cannabis; and

**WHEREAS**, the City Council hereby finds that for employees holding safety sensitive positions – which includes police officers, firefighters, paramedics, any employee who operates heavy or large vehicles or mobile equipment, and any employee who drives a commercial motor vehicle – it is reasonable and necessary to implement a reasonable drug free workplace policy in a manner that limits off-duty use of certain legal substances and any illegal substances because such off-duty use could put other employees and members of the public at great risk to incur human loss or injury while these safety sensitive employees are at work before any signs of impairments are detectable or noticeable by supervisors or others; and

**WHEREAS**, the City Council also finds that establishing and implementing a reasonable drug free workplace policy under the substance abuse policy in the Personnel Policy Manual is in the best interests of the City and its employees; and

**WHEREAS**, the City Council further finds that other additional revisions, updates, and clarifications to the Personnel Policy Manual are necessary and are in the best interests of the City and its employees; and

**WHEREAS**, by making each of these revisions, updates, and clarifications to the Personnel Policy Manual as set forth below in this Ordinance, the City Council is not taking any action intended to create any contractual rights for any City employee or to change employee rights that are governed by a bargaining agreement for any employee group; and

**WHEREAS**, the City Council finds that the adoption of these revisions to the Personnel Policy Manual shall be made in conjunction with and in consideration of the City's Annual Salary Resolution, which is also being adopted at this same time;

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

**Section 1.** The following sections of the City's Personnel Policy Manual are hereby amended or added as follows (additions are indicated by underline; deletions by ~~strikeout~~):

**Section 2.5 – Post-Offer Physical Examinations.** To insure each individual is capable of performing the essential functions of their position, with or without reasonable accommodation, a post-offer physical examination, performed by a physician selected by the City at City expense, may be required after the applicant has received a contingent offer of employment or promotion. The physical examination procedure shall, as its initial step, incorporate a drug screening test under standards and testing procedures designed to insure accuracy of the test result, which shall be utilized to determine whether the person is presently using any illegal, non-prescriptive drugs or other controlled substances (including cannabis), or abusing or mis-using prescriptive drugs. Persons testing positive will not be considered further for employment by the City at that time. A test for cannabis will be considered positive when meeting the definition of a “positive cannabis test” as set forth in Section 2.6. The person will be given notice of this condition at the time the person applies for a position with the City, and will complete any consent forms necessary to authorize such testing as part of the application process. If an applicant has been previously employed by the City within the year prior to the applicant submitting a new application for employment with the City, the drug screening test may be waived at the discretion of the Department Head or Commissioner overseeing the applicant's prospective re-employment with the City. If a person who is denied employment with the City because of a positive cannabis test, the person may not apply and shall not be considered for another position with the City for a period of six months after the positive cannabis test. If a person provides a diluted sample for a drug

test sample under this Section, the person will be responsible for all costs for a re-test, and each person shall only be given the opportunity to submit one re-test during that application process.

During employment by the City, every employee may be required to have a physical examination, performed by a physician selected by the City at City expense, whenever the Department Head or Commissioner has reason to question the employee's ability to perform the essential functions of the position. In addition, physical examinations performed by a physician selected by the City at City expense may be required when any employee reports any injury or illness relating to work and resulting in any lost work time, and when any employee has been off work for any reason for a period of thirty (30) days or more, before the employee will be allowed to return to active duty. Further, employees off duty by reason of illness or injury shall, as a condition for continuance of their employee status, be required to comply with physician instructions and programs to restore them to proper condition, and make every effort to rehabilitate themselves in order to return to duty at the earliest practical date.

Physical examinations, whether post-offer or during employment, shall not include testing for genetic information. An individual's genetic information shall not be used by the City during the application review process to determine an individual's qualification for City employment and shall not be used in any manner or circumstance when evaluating or reviewing a City employee.

**Section 2.6 – Substance Abuse Policy.** The City has the authority to implement a reasonable drug-free workplace policy that is applied in a non-discriminatory manner provided that the City does not unreasonably or unnecessarily prohibit or limit the use of legal substances while an employee is off duty and not on-call unless the employee holds a safety sensitive position. Furthermore, the City is aware of the City's obligations and responsibilities to implement a reasonable drug free workplace policy to ensure the safety of employees and the public at large, while protecting the rights of employees under the conflicting laws that exist regarding use of medicinal and recreational cannabis.

Accordingly, the ~~The~~ City is committed to establishing and implementing a reasonable policy designed to promote safety in its operations and to insure a safe and efficient work environment free from the abuse of illegal drugs, intoxicants, and other controlled substances, cannabis, or alcohol. Being under the influence of drugs, intoxicants, or other controlled substances, cannabis, or alcohol on the job presents serious health and safety risks, not only for the employee/abuser, but for co-workers and other individuals and members of the public who may be working with or in proximity to the employee. Also, alcohol and drug abuse leads to increased accidents and medical claims incurred by the employee/abuser. Furthermore, for employees holding safety sensitive positions, the City has determined that it is reasonable to implement and

apply this drug free workplace policy in a manner that prohibits or limits off-duty use of certain legal substances and any illegal substances because such off-duty use could cause great human loss or injury while the employee is at work before any signs of impairments are detectable or noticeable by supervisors or others.

Moreover, in ~~in~~ addition to the possible criminal nature of the conduct, employee involvement in drugs and/or alcohol can also adversely affect job performance and morale, and undermine public confidence in the efficiency of the City's administration and operations. Department Heads are responsible for executing the City's Substance Abuse Policy. The City, with the development and implementation of this policy, is making a good faith effort to maintain a reasonable drug/alcohol-free workplace policy for all City employees. No part of this policy, or any of the procedures established pursuant to this policy, guarantees employment, continued employment, or terms or conditions of employment or limits in any way the City's rights to manage its workplace or discipline employees.

This policy applies to all City employees and volunteers, as well as candidates for employment with the City who have been given conditional offers of employment. Such persons are responsible to be familiar with and comply with this policy. The provisions of this policy are subject to any federal, state, or local laws that may prohibit or restrict their applicability, and testing for substances shall be conducted and in accordance with and limited by such laws, notwithstanding any terms of this policy to the contrary.

**(a) Assistance Programs.** The City encourages employees to recognize that they have or may have a problem with the abuse of alcohol, drugs, intoxicants, or other controlled substances, marriage and family issues, stress and related disorders, depression, grief and loss, abuse recovery, divorce mediation, career counseling, child and adolescent behavior concerns, gambling and financial concerns, or other related concerns, and the City further encourages employees to obtain professional assistance before a problem affects an employee's work performance.

Some types of counseling or professional assistance may be covered under the City's group health care plan. An employee should review the group health insurance plan document or consult the Human Resources Coordinator in order to determine whether, and to what extent, coverage is provided by the City's group health insurance plan for the services and which organization may be a preferred provider ("PPO") under the City's group health insurance plan.

Voluntary requests for assistance will be treated confidentially, and will not result in the imposition of any discipline. However, violations of the City's policy prohibiting alcohol, drugs, and other controlled substances on the job as provided herein will not be excused or condoned because the employee has previously sought assistance voluntarily.

NOTE: For employees who have tested positive pursuant to a test administered under this policy, including a positive cannabis test, the employee will need to be evaluated by a Substance Abuse Professional

(SAP) who meets FMCSA requirements if the employer holds a CDL and drives a commercial motor vehicle or operates heavy or large vehicles or mobile equipment. This provision may also apply to other employees in safety sensitive positions. In this situation, the employee must consult with the City's Designated Employer Representative to determine whether an assistance provider is a qualified SAP.

**(b) Definitions.** For purposes of this policy, the following terms shall have the following meanings:

(1) "City Premises" shall include all work sites, work areas, property owned or leased by the City or vehicles owned, operated, leased, or under the control of the City. Privately-owned vehicles parked or operated on property owned, leased or managed by the City while an employee is on City time is also included under this definition of City premises. City premises shall not include any property owned, leased or managed by the City when an employee is on such property and the employee is not on City time.

(2) "City Time" shall include all times during which an employee is on City premises during work hours or otherwise on City premises for work purposes, for the benefit of the City, or as a representative of the City, and shall also include (i) meal and break times on or off City premises taken during the employee's regular work hours, and (ii) time performing work off City premises for the benefit of the City as a representative of the City. With regard to possession and consumption of alcoholic beverages, City time shall not include "after hours" community events attended by an employee that occur outside an employee's regular work hours, meals that occur before or after an employee's regular work hours, or meals or events after an employee-attended conference or seminar.

(3) "Legal Drug" means any substance the possession or sale of which is not prohibited by law, including prescription drugs that have been prescribed for the employee, ~~and over-the-counter drugs, and cannabis as provided under the CRTA or MCPA.~~

(4) "Illegal Drug" means any controlled substance the possession or sale of which is prohibited by law.

(5) "Under the Influence" means the condition wherein any of the body's sensory, cognitive, or motor functions or capabilities is altered, impaired, diminished, or affected due to substances. With the exception for medicinal cannabis taken in compliance with the MCPA, this ~~This~~ also means the detectable presence of substance(s) within the body, regardless of when or where the substance or substances may have been consumed, having an alcohol concentration within the violation range specified by the laws of the State of Illinois, having an amount of cannabis / tetrahydrocannabinol (THC) within the range specified to be a positive cannabis test as defined herein, and/or having a positive test for any other substance(s). With respect to employees subject to the

Federal Motor Carrier Safety Administration (FMCSA) regulations, U.S. Department of Transportation (DOT) regulations, or performing safety-sensitive functions including employees who drive commercial motor vehicles, operate heavy or large mobile equipment, police officers, firefighters, under the influence is defined in accordance with FMCSA regulations as having an alcohol concentration of 0.04 or greater.

(6) "Substance" means any alcohol, cannabis, drugs, intoxicant, or other substances (whether ingested, inhaled, injected subcutaneously, or otherwise) that have known mind altering or function-altering effects upon the human body or that impair one's ability to safely perform work, specifically including, but not limited to, prescription drugs and over-the-counter medications; alcohol; cannabis; drugs and other substances made illegal under federal or state law; "synthetic or designer" drugs; illegal inhalants; "look-alike" drugs; amphetamines; cannabinoids (marijuana and hashish); cocaine; phencyclidine (PCP); and opiates; and any drugs or other substances referenced in Schedule I through V of 21 C.F.R. Part 1308 (whether or not such drugs or other substances are narcotics).

(7) "Traceable" (in the employee's system) ~~Employee's System~~ means that the results of a laboratory's analysis of the employee's urine or blood specimen are positive for the tested substance or for cannabis, results in a positive cannabis test.

(8) "Reasonable Suspicion" of impairment means that the City's representatives have observed and can describe or articulate specific symptoms of an employee while working that decrease or lessen his or her performance of the duties or tasks of the employee's job position, including symptoms of the employee's speech, breath, physical dexterity, agility, coordination, demeanor, irrational or unusual behavior, excessive unexcused absences or tardiness, negligence or carelessness in operating equipment or machinery, disregard for the safety of the employee or others, or involvement in an accident that results in serious damage to equipment or property, disruption of a production or manufacturing process, or carelessness that results in any injury to the employee or others, or detection of a prohibited substance in the area where an employee has been working. A registered qualifying user of medical cannabis under the MCPA Compassionate Use of Medical Cannabis Pilot Program Act must first be given a reasonable opportunity to contest the basis of the suspected impairment before being subject to discipline based on a reasonable suspicion of impairment. A permitted user (being an employee not holding a Safety Sensitive Position) of cannabis under the CRTA must first be given a reasonable opportunity to contest the basis of the suspected impairment before being subject to discipline based on the employer's good faith belief of impairment.

(9) “Safety Sensitive Position” includes any job function fraught with the risk of injury to others such that even a momentary lapse of attention can have disastrous consequences, as well as any function described as safety sensitive by FMCSA or other applicable regulations, including any employee working as a police officer, firefighter, paramedic, or ~~telecommunication dispatcher~~, any employee who operates heavy or large vehicles or mobile equipment, any employee who drives a commercial motor vehicle, or any employee who works with chemicals in the City’s laboratories in the City’s water or waste water departments.

(10) “Work Related Cause” or “Work Related” means the employee has incurred a work-related injury requiring medical attention at a medical facility; caused the injury of another person on City premises or during City time; caused damage to any City owned or leased property; or commits repeated and/or flagrant violations of safety standards.

(11) “CRTA” means the Cannabis Regulation and Tax Act, as amended from time to time, that decriminalized the use of recreational marijuana by adults age 21 and older effective on January 1, 2020. The CRTA incorporates provisions of the State’s medical marijuana law and specifically provides that nothing in the CRTA shall be construed to enhance or diminish protections afforded by any other law, including but not limited to the Medical Cannabis Act.

(12) “MCPA” means the Compassionate Use of Medical Cannabis Program Act, as amended from time to time; initially enacted on January 1, 2014, as the Compassionate Use of Medical Cannabis Pilot Program Act, this Act was amended on August 9, 2019, to make the law permanent; the MCPA establishes a patient registry program for use of medical marijuana by registered qualifying patients for certain qualifying medical conditions.

(13) “On-call” means for purposes of the CRTA, when an employee is scheduled with at least 24 hours’ notice to be on standby or otherwise responsible for performing tasks related to the employee’s employment on City premises.

(14) “Positive cannabis test” means any amount of cannabis / tetrahydrocannabinol (THC) in the test sample for any employee holding or seeking a Safety Sensitive Position, and for any employee not holding or seeking a Safety Sensitive Position, a “positive cannabis test” means having cannabis / tetrahydrocannabinol (THC) in the test sample in an amount that exceeds the legal limits established under the Illinois Vehicle Code, as amended from time to time (currently set at 5 or more nanograms of THC per milliliter of whole blood, or 10 or more nanograms of THC per milliliter of any other bodily substance that includes urine or saliva).

**(c) Prohibition.** The possession, use, manufacture, sale, delivery, transfer, or distribution of alcohol, cannabis, illegal drugs, or other intoxicants or controlled substances while on City premises, ~~or while on City time~~, or while driving a vehicle owned, operated, rented, or leased by the City, or under the control of the City is prohibited and constitutes employee misconduct sufficient to warrant termination of the employment relationship. In addition, employees may not report to work or be on City premises or City time under the influence of alcohol or cannabis or with any traceable illegal drug or substance in their system. The prohibition in this subpart (c) includes cannabis used for medical purpose in accordance with the MCPA. Further, an employee in a safety sensitive position shall not consume alcohol or cannabis during the four (4) hour period prior to reporting to work. Moreover, an employee in a safety sensitive position shall not consume alcohol or cannabis within the eight (8) hour period after being involved in an accident that occurs while working for the City or until the employee has been tested for alcohol or drugs as provided herein, whichever occurs sooner. Any violation of this policy may result in immediate discharge of the employee and may subject an employee to legal action.

Any employee convicted of any criminal offense involving alcohol, cannabis, or illegal drugs or other controlled substance in connection with or related to their employment with the City in any manner shall be required to notify their Department Head in writing of such conviction within five (5) days of the conviction. Failure to provide such notice will result in termination.

Furthermore, the City does not condone the abuse of legal drugs or working under the influence of legal drugs to the extent that job performance or safety is adversely affected. Employees using prescription medications or over-the-counter drugs, including medicinal cannabis in compliance with the MCPA, are responsible for being aware of any potential effect such drugs may have on the employee's judgment or ability to perform the employee's duties. Employees taking lawful prescriptive medications while on duty or working under their influence must maintain the substance in its original container, identifying the drug, dosage, date of prescription, and prescribing physician. Further, any City employee who works in a Safety Sensitive Position and who takes prescription medications while on duty or works under their influence may constitute a direct threat to safety of the employee, co-workers, and the public, as such use of prescription medication could adversely affect the employee's ability to safely perform the employee's job duties. Therefore, these employees employed in a safety sensitive position must provide their Department Head with a statement from the physician indicating the employee is able to work while taking such medication, and listing any precautions or safety restrictions that may be advisable for the safety of the employee, co-workers, or the public.

**(d) Compliance.** To insure employees are complying with the prohibitions of this policy, the City administration or designee may inspect

any City owned or maintained property, including other equipment assigned to employees for their use as employees. Further, upon reasonable suspicion, the City administration or designee may conduct searches of any employee property brought or kept on City premises, including personal effects, vehicles, desks, lockers, and rooms for drugs, substances, or alcohol and related paraphernalia and for dangerous weapons, which may also include the search of property of other employees.

The City administration may require any employee to complete blood, urine, or other diagnostic or testing procedures to detect the presence of alcohol, cannabis, drugs, or other intoxicants or controlled substances within the employee's system whenever the employee is involved in any on-the-job, work related accident including a traffic accident, reports any work related injury or illness related to employment and resulting in lost work time, or where reasonable suspicion exists to question whether the employee may have used, may be under the influence of, or may be impaired by alcohol, cannabis, or any drug or other intoxicant or controlled substance while on City premises or while on City time. If the City has reasonable cause to believe an employee has caused an on-the-job, work related injury that is considered recordable under OSHA guidelines (i.e. requiring medical treatment) as a result of being under the influence, the supervisor or department head may require the injured employee to undergo a post-accident substance test. The employee will also be required to undergo post-accident testing if required by FMCSA, DOT, or other applicable regulation.

For purposes of this policy, an employee shall be deemed to have used, or be under the influence of, or be impaired by alcohol where any test demonstrates a blood/alcohol concentration within the employee's system of or equivalent to .05 percent or more, by cannabis if the employee has a positive cannabis test (unless the employee is a qualifying patient under the MCPA), and by other drugs, intoxicants, or other controlled substance whenever any testing confirms the employee has detectable levels of a drug, intoxicant, or other controlled substance or its components within the employee's system for which the employee has not produced a valid and proper prescription. However, for an employee holding a Safety Sensitive Position, such employee shall be deemed to have used, or be under the influence of, or be impaired by alcohol where any test demonstrates a blood/alcohol concentration within the employee's system of or equivalent to .04 percent or more, as well as by cannabis, drugs, intoxicants, or other controlled substance whenever any testing confirms the employee has detectable levels of a cannabis, drug, intoxicant, or other controlled substance or its components within the employee's system for which the employee has not produced a valid and proper prescription.

Additionally, if an employee who drives a commercial motor vehicle for the City has a verified blood alcohol concentration level of .02 or greater but less than .04, the employee will be removed from the employee's safety sensitive work functions for a period of 24 hours. Any employee removed

from safety sensitive work functions pursuant to this provision shall not be subject to discipline by the City for having a verified blood alcohol concentration level in the range of .02 or greater but less than .04.

Employees shall be required upon request to complete any necessary forms to authorize testing pursuant to this policy and to cooperate in obtaining a satisfactory test result. Any failure or refusal to cooperate fully in such testing, or to sign any necessary authorization for such tests, where the employee has been requested to complete testing pursuant to this policy, will be deemed insubordination, and may result in employment termination.

Employees who, upon testing, are determined to have used, have been under the influence of, or have been impaired by alcohol, cannabis, or any other drugs or other intoxicants or controlled substances, may, where it is the first occurrence, request the opportunity to enter and complete a recognized drug/alcohol rehabilitation program. Successful completion of a rehabilitation program and enrollment and active participation in an approved after-care program will be considered in decisions whether a violation of this policy warrants termination of employment, provided it is the employee's first occurrence and the employee agrees to repeat testing to demonstrate his/her continued adherence to this policy upon resumption of employment (repeat testing as provided herein may include random drug testing for a period of up to twelve (12) months). However, even if it is a first offense, the City shall have the sole discretion to determine the appropriate course of action when an employee tests positive for using, having been under the influence of, or having been impaired by alcohol, cannabis, drugs, intoxicants, or controlled substances, which includes the determination of the appropriate level of discipline up to and including termination and the determination whether to allow an employee to enter a rehabilitation program with follow-up testing. The employee may be required to periodically provide proof that he/she is participating in the rehabilitation or after-care program. Employees who have successfully completed a substance abuse or rehabilitation program may be required to submit to a fitness-for-duty substance test before being permitted to return to work. Any employee who returns to work after completion of a rehabilitation program and who subsequently violates the substance abuse policy may be immediately discharged without regard to a request for further rehabilitation.

To insure the accuracy of any substance abuse testing, the City administration shall establish testing procedures designed to insure the accuracy of test results to the extent possible and fiscally appropriate. The employee will be provided a copy of the specimen collection procedures. The City's procedures shall provide for the splitting of the initial specimen or sample, such that the remaining (untested) portion of the split specimen or sample is retained for a reasonable period of time for verification testing if needed. If testing of the specimen or sample provides a positive result, the employee may – within 72 hours of receiving the positive test results –

request that the remaining portion of the split specimen or sample be tested, which shall be completed at the City's expense. The employee shall have no right to submit another specimen or sample for testing; only the split specimen or sample may be tested when a verification test is requested by an employee. If the employee does not make the request to have the split sample verification tested within 72 hours of receiving the positive test results, the employee will have waived the right for a verification test of the split specimen or sample unless the employee presents documentation that serious injury or illness, lack of actual notice of the verified test result, inability to contact the City administration or Department Head or the medical officer for the testing facility, or other circumstance unavoidably prevented the employee from making a timely request. If the end of the 72-hour period falls on non-working day (such as a weekend or holiday) or after regular working hours for the employee's department, the employee shall have until noon the next regular work day to make this request for a verification test.

When an employee is subjected to testing as provided in this policy, the employee's right to privacy will be respected, and the results of any testing shall be kept strictly confidential by the City to the extent required and permitted by law. However, the City may use the results to decide upon an action to be taken towards an employee, or to the extent necessary, to defend City actions in any subsequent grievance, arbitration, or legal or other proceeding.

**(e) Suspension From Duty.** Where reasonable suspicion exists to suspect an employee may be under the influence of or impaired by any alcohol, cannabis, other drugs, or other intoxicant or controlled substance, the employee shall be suspended from duty until it can be established whether the employee is so impaired. Additionally, at the discretion of the City administration, employees suspected of violating this policy may be placed on administrative leave without pay pending test results. If the test results are negative; the employee will be reimbursed for any salary lost during the period of administrative leave.

Further, the employee will be removed from the work area and provided with transportation to the place of testing. In such circumstances, appropriate provision should be made for the employee's transportation home to prevent the employee from driving.

**(f) Disciplinary Action.**

(1) Any employee who possesses, sells, purchases, uses, distributes, delivers or transfers alcohol, cannabis, or an illegal substance on City premises on City time will be removed from the work area, and may be subject to immediate discharge.

(2) Any employee who reports to work under the influence of alcohol or cannabis, or with an illegal drug or substance traceable in the employee's system, will be removed from the work area, and may be subject to immediate disciplinary action up to and including discharge.

(3) An employee who refuses to submit to testing when required under this policy will be removed from the work area, and may be subject to immediate disciplinary action up to and including discharge. Refusal to submit to testing shall include, but may not be limited to the following: (1) failure to appear for any test within a reasonable amount of time, after being directed to do so by City, consistent with this policy, applicable regulations, including but not limited to FMCSA or DOT regulations, or both; (2) failure to remain at the testing site until testing is complete; (3) failure to provide a sufficient breath, saliva, blood or urine specimen for any drug, cannabis, or alcohol test required by this policy or applicable FMCSA or DOT regulation; (4) in the case of directly observed or monitored collection in a drug test, failure to permit the observation or monitoring of the provision of a specimen; (5) failure to provide a sufficient amount of saliva, breath, blood or urine when directed, and it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure; (6) failing or declining to take a second test that City or the collector has directed the employee to take; (7) failure to undergo a medical examination or evaluation as directed by the medical review officer overseeing the collection of the specimen as part of the verification process or as directed by the Designated Employer Representative; (8) failure to cooperate with any part of the testing process; or (9) having a verified adulterated or substituted test result as reported by the medical review officer overseeing the collection of the specimen.

(4) Any employee who is offered the opportunity to participate in rehabilitation or treatment program as a condition of continued employment with the City, as such program is recommended as a result of a positive test and evaluation by a substance abuse professional, but who refuses to participate in or complete the program, will not be allowed to perform work for the City and may be subject to disciplinary action up to and including discharge.

**(g) Random Testing.** The City is a drug-free workplace and reserves the right to conduct random testing on employees in Safety Sensitive Positions. Where random testing is prohibited or restricted by applicable federal, state or local statute or regulation, or other legally-binding agreement, the City ~~of~~ will conform to all applicable laws, regulations, and agreements notwithstanding the provisions of this policy. Furthermore, employees engaged in jobs requiring a commercial driver's license ("CDL") who drive or operate commercial motor vehicles in conjunction with the employee's job duties are subject to federal drug and alcohol testing procedures mandated by the U.S. Department of Transportation, which may include random alcohol or drug testing.

**(h) Pre-Employment Substance Testing.** This policy applies to all candidates for employment with the City who have been given contingent

offers of employment. Upon receipt of a contingent offer of employment, candidates for any City position may be subject to pre-employment drug testing. Individuals to whom a contingent offer is made whose pre-employment drug test returns positive (except with respect to legally prescribed drugs and over-the-counter medications) will be ineligible for employment. For cannabis, testing positive means having a positive cannabis test as defined in this Section. Candidates who test positive will have their contingent offer of employment revoked.

(i) **Designated Employer Representative.** The City's "designated employer representatives" (DER) for this Substance Abuse Policy set forth in this Section 2.6, as well as any additional or supplemental administrative substance abuse policies, shall be the following persons:

For all City employees:

Teresa Durm  
Human Resources Coordinator  
401 W. Washington Street (City Hall)  
East Peoria, Illinois 61611  
(309) 427-7606

For Public Works employees:

Jennifer Leach  
Administrative Assistant  
401 W. Washington Street (City Hall)  
~~2232 E. Washington Street (Public Works Building)~~  
East Peoria, Illinois 61611  
(309) 427-7650

The DER can answer any questions about the City's Substance Abuse Policy and any additional or supplemental administrative substance abuse policies, including testing procedures, post-testing procedures, and employee rights under these policies. The DER will receive verified test results for tests conducted pursuant to this Substance Abuse Policy. The DER, or the DER's designee, will provide a copy of test results to the employee within a reasonable time after receipt of the test results.

(j) **Medical Marijuana Policy.** The City will not penalize an employee or job applicant solely for being a registered qualifying patient or registered designated caregiver under the ~~MCPA Compassionate Use of Medical Cannabis Pilot Program Act~~, which includes such person having a positive cannabis test if a qualifying patient, unless failing to do so would put the City in violation of federal law or unless failing to do so would cause the City to lose a monetary or licensing-related benefit under federal law or rules. Thus, individuals who are registered users of medical cannabis in accordance with the ~~MCPA Compassionate Use of Medical Cannabis Pilot Program Act~~ will not be disqualified from employment based solely on the detected presence of cannabis on a drug test (having a "positive cannabis

test”), unless failing to do so would put City of East Peoria in violation of a federal law or cause the City to lose a federal contract or funding. Individuals who are registered users of medical cannabis in accordance with the ~~MCPA Compassionate Use of Medical Cannabis Pilot Program Act~~ may not report to work under the influence of cannabis. Further, the City prohibits the use and storage of medical cannabis on its property, at all workplaces, and in any employer-owned vehicles.

**Section 3.3 – Sick Leave.** To provide for a continuation of income in circumstances where an employee is legitimately absent from work due to an off-the-job illness or injury, the City Council has adopted a policy to provide paid sick leave. An employee eligible for sick leave with pay under this policy shall be granted such leave where the employee is required to be absent when scheduled to work due to (1) personal illness or physical incapacity resulting from causes beyond the employee's control and unrelated to employment, which includes incapacity due to gender transition or other elective medical, vision, or dental procedure; (2) grave illness of a member of the employee's immediate family who requires the employee's personal care and attention; or (3) enforced quarantine of the employee pursuant to community health regulation or City directive. Immediate family members shall be limited to the employee's lawful spouse, civil union partner, children, parent or parent-in-law, step-parent, grandparent, grandchild, or brother or sister. Immediate family members shall also include other relatives by blood, marriage, or civil union who reside with the employee. Where both an employee and his or her spouse or civil union partner could attend to another family member, sick leave benefits will be paid only where the employee is able to demonstrate to the satisfaction of the Department Head that circumstances preclude the employee's spouse or civil union partner from remaining at home while the employee is scheduled for work.

Any employee off work and requesting to utilize sick leave benefits must inform his or her immediate supervisor of the absence and the reason for it as soon as possible. Failure to provide prompt and proper notice may cause a denial of the request to utilize sick leave benefits for the period of absence. A certificate from a physician stating the employee was incapacitated and unable to perform his or her duties, and the reasons for such medical conclusion, shall be required where sick leave with pay is requested for any absence of three (3) duty days or more (or two (2) duty days for employees working a twenty-four (24) hour day), or in any other circumstance where the employee's supervisor requires such certificate to confirm the employee's need to be absent. Employees who engage in any employment or inconsistent activity while claiming sick leave with pay under this policy, and employees found to have abused the sick leave benefits, will be subject to discipline. Employees shall be subject to any other administrative policy concerning sick leave which may be adopted by the City Council or promulgated by Department Heads.

Although an employee receives paid sick leave benefits under this policy, the employee is nonetheless absent from work when scheduled. The receipt of paid sick leave benefits shall not excuse the absence or preclude its consideration in assessing whether the employee is maintaining an acceptable level of attendance.

**(a) Sick Leave Benefits.** Each full-time employee (except management level employees) shall be eligible for paid sick leave of ten (10) duty days per year, earned at the rate of 6-2/3 hours per month. Those employees with less than one year of service will receive a pro-rated sick leave of 6-2/3 hours per month of service. No sick leave shall be earned during any month in which the employee is absent more than fifty percent (50%) of the work days scheduled, excluding any vacation or personal days used.

Unused sick leave shall accumulate from calendar year to calendar year according to the following schedule:

<u>YEARS OF SERVICE</u>	<u>MAXIMUM ACCUMULATIONS</u>
1 year but less than 5 years	25 duty days
5 years but less than 7 years	35 duty days
7 years but less than 10 years	40 duty days
10 years or more	100 duty days

Benefits for Department Heads will be as specified by the City Council. Department Heads shall include only the following positions: Police Chief; Fire Chief; City Administrator; City Clerk; City Treasurer; Director of Public Works; Director of Planning and Community Development; and Director of Tourism, Special Events, and Facilities.

For any employee hired on or after May 1, 2008, upon retirement, the employee may, at his option, use his accumulated sick leave time up to a maximum of four hundred eighty (480) hours (60 duty days) to retire early or work until retirement date and receive payment upon retirement for any unused accumulated sick leave up to a maximum of four hundred eighty (480) hours. At the City's discretion, such payment for accumulated sick leave may be made in one payment at retirement or over three annual payments with the first payment being made at retirement. For an employee hired on or before April 30, 2008, and who had accumulated more than four hundred eighty (480) hours of unused sick leave as of April 30, 2008, the employee shall also receive payment upon retirement for such accumulated sick leave time in excess of four hundred eighty (480) hours at retirement not to exceed the total number of unused accumulated sick leave hours the employee had as of April 30, 2008, or a total of nine hundred sixty (960) hours, whichever is less.

Alternatively, the following employees – who hold non-union supervisory positions over union employees – shall receive payment upon retirement for unused accumulated sick leave hours in accordance with the

collective bargaining agreement in effect upon the employee's retirement date for the employee union over which the employee supervises:

- Assistant Fire Chiefs, Deputy Fire Chiefs, and the Fire Chief (the Fire Chief shall be limited to a maximum of nine hundred sixty (960) hours under this provision);
- Police Chief, Deputy Police Chiefs, and Sergeants; and
- ~~Telecommunications Manager; and~~
- Public Works Department Head and Public Works Superintendents.

An employee may be eligible to receive service credit toward retirement under IMRF for any unused sick leave for which the employee does not receive any compensation or payment from the City. The employee should contact IMRF to determine whether the employee may be eligible to receive service credit for unused sick leave for which the employee will not receive any compensation or payment from the City.

The term "retirement" as used in this section shall have the definition as set forth in Section 3.2 of this Manual. The term "retirement" as used in this section does not include an employee who receives a disability pension under IMRF or other approved pension plan applicable to a particular employee's position with the City. Otherwise, except as expressly provided in this Subsection 3.3(a), any days accumulated in excess of 60 duty days are to be used for extended illness only and cannot be reimbursed. Where any employee fails to provide proper advance notice of his or her intent to retire in accordance with these policies, the employee's available benefit shall be reduced pro-rata to take into account the lack of notice. Upon an employee's voluntary or involuntary termination of employment with the City, other than retirement as set forth above in this paragraph, the employee shall not receive any additional compensation for unused days of sick leave.

**(b) On-The-Job Injury Leave.** In addition to the above sick leave schedule, any regular full-time employee injured on the job in the performance of his duty and incapacitated shall be entitled to full pay for a period of sixty (60) duty days absence on account of said injuries (unless covered by any statute authorizing the job injury leave with pay); provided, however, if during such absence such employee is entitled to receive compensation under the provisions of the Illinois Worker's Compensation Act, or under the provisions of the Illinois Municipal Retirement Fund, the Police Pension Fund, or the Fire Pension Fund, or any other disability program funded in any part by the City, only that portion of such employee's regular salary shall be paid which will be, together with any other compensation, equal to the employee's regular wages. Benefits under this

policy shall only be available for injuries suffered unintentionally, and where the employee is found by the City not to have acted recklessly, or without proper regard for safety in the accident causing injury.

**Section 3.9 – Military Duty Leave.** Any employee who is a member of any military reserve forces and who is ordered by the appropriate authorities to attend a training program or perform other duties shall be granted a leave of absence in accordance with federal and/or state law, upon proper notification to their Department Head. Any employee who is drafted or enlists in the active service of the armed forces of the United States while employed by the City will be granted a leave of absence in accordance with law upon proper notice of the call to duty. In order to ensure the continuation of any benefits or pay to which the employee may be entitled as required by law, any employee called to active duty should obtain a notice form from the City’s Human Resources Coordinator and return the completed notice form to the City prior to the employee’s departure or deployment. In addition, sworn employees should comply with the requirements of the Fire and Police Commission Act to obtain an approved leave of absence. Employees on leave of absence under this provision shall return to the City to request a return to employment as soon as they are released from military service. Upon an employee’s return to work from active military duty, the employee shall have ninety (90) days to use any outstanding vacation leave if the employee returns to work during the one-month period after their anniversary date or later in relation to the use of the employee’s vacation leave as provided under Section 3.6.

**Section 4.15 – Use of City Vehicles.**

**(a) City Vehicles.** Because of potential liabilities and excessive costs, employee use of City vehicles for personal purposes must be strictly controlled and limited. Where employees are assigned City vehicles, the employee will not be permitted to take home the City vehicle overnight, except that Department Heads and those employees who are required to be “on call” to respond to emergencies will be permitted to do so. Except as provided in this Subsection 4.15(a), at all times, the use of City vehicles must be confined to use for City related business. Thus, except as expressly provided in this Subsection 4.15(a), City employees are not permitted to transport their children in City vehicles except in the cases of an emergency and an alternative vehicle is unavailable. Further, except as expressly provided in this Subsection 4.15(a), Department Heads and the designated employees who do take City vehicles home overnight must confine their use of City vehicles to travel to and from work.

See Section 4.16 regarding license requirements for any employee who drives a City vehicle. Furthermore, volunteers will not be permitted to drive a City vehicle, including volunteers for the Festival of Lights programs or related activities, until the validity of the volunteer’s driver’s license is verified and placed on file with the Chief of Police or Department Head. All users of City vehicles shall comply with the safety provisions and

procedures set forth in Subsection 4.15(b). Furthermore, a driver of a City vehicle shall not consume alcoholic beverages under any circumstance while driving a City vehicle or prior to driving a City vehicle such that the driver has alcohol in the driver's system while driving the City vehicle.

All users of City vehicles must remember that the City user is being held in the eye of the public, and thus must act as a good steward of the City vehicle and act in a professional manner at all times while driving or otherwise using the City vehicle in any manner. Should any user of a City vehicle act in an unprofessional or ill-tempered manner, the user may be subject to corrective or disciplinary action, including termination from employment, as provided in Section 6.3.

For Department Heads and the designated employees who do take City vehicles home overnight, incidental personal use of the City vehicle will be permitted when such City Official or City employee is traveling to and from work and home (which may include stopping at a grocery store, pharmacy, or post office, provided no alcoholic beverages are transported in the vehicle, or for a doctor or dentist appointment). Such incidental use is limited to travel on the way to work from home or on the way home from work and shall not include using the City vehicle during the employee's work day for incidental personal use. When an employee has an incidental personal matter scheduled for the middle of the employee's work day, the employee shall use the employee's personal vehicle for such incidental personal use. Furthermore, Department Heads and the designated employees who do take City vehicles home overnight may transport their children in the City vehicle if (1) prior written permission has been granted by the City Administrator, (2) the City Official or employee completes any documentation of such transportation activity as required by the City Administrator, and (3) the child or children are being transported from home to start the workday and back home at the end of the workday (which may include incidental personal use related to the child, such as driving to a doctor or dentist appointment).

**Section 6.1 – Attendance Policy.** The first duty of every employee is to maintain an acceptable record of regular, on-time attendance when scheduled for duty, and to provide proper, advance notice to their employer when circumstances necessitate absence or tardiness. Each time an employee is late in reporting to work, or is absent from work, adjustments must be made which detract from the efficient conduct of City operations and inconvenience other employees and/or the public, regardless of the employee's reasons for being late or absent. While the City administration recognizes employees may occasionally need to be absent, either for illness or injury or personal business, and has therefore adopted policies which are designed to offset the financial loss an employee would otherwise experience in these situations, these policies are not intended, and cannot be permitted to have the effect of encouraging absence. Each employee must strive to maintain regular, on-time attendance when scheduled in order

to justify their continuing employment with the City. Furthermore, an employee must not (1) abuse sick leave, (2) use other paid leave in a manner that is detrimental to City or Department operations, or (3) take unpaid leave without prior approval. Unpaid leave, including an extended unpaid leave of absence, may be approved in advance under exceptional circumstances or as otherwise specifically authorized under a leave provision in this Manual, but only with approval from an employee's Department Head or other authorized Department supervisor.

To foster and encourage regular, on-time attendance, insure that absence and/or tardiness do not become a significant problem, and provide employees who develop an unacceptable record of absence or tardiness with notice and the opportunity to correct the problem before it requires their termination, Department Heads and/or supervisors within the City administration shall maintain attendance calendars on every employee to record instances of tardiness and/or absence from work when scheduled, with or without advance notice and/or legitimate reason justifying the occurrence. Whenever an employee's attendance calendar shows the employee has developed a record of unnecessary or excessive tardiness, absence without proper advance notice or legitimate basis, pattern absenteeism or excessive absence from duty, the Department Heads should prepare a written notice to the employee documenting the problem and the need to initiate corrective measures, and, if possible, meet with the employee to discuss the attendance problem, including methods by which it may be corrected, and inform the employee that further problems will lead to corrective actions, discipline, or termination of employment. If, despite this notice, the employee fails to correct the problem, Department Heads shall initiate prompt, effective corrective actions or disciplinary action to remedy the problem, including, where it is found to be necessary, terminating the employment relationship in order to employ someone who is capable of maintaining acceptable regular, on-time attendance.

Absence or tardiness without proper advance notice and/or legitimate basis, in particular, cannot be tolerated. Each department shall establish procedures by which employees may provide proper, advance notice of the fact, and the reason for, an incident of tardiness or absence. Once established, employees must follow proper procedures, and the failure to do so shall warrant imposition of prompt corrective action or termination, depending upon the circumstances. Additionally, discipline up to and including termination of employment, may be imposed if an employee (1) takes absences or tardiness without proper advance notice, (2) abuses sick leave, (3) uses other paid leave in a manner that is detrimental to City or Department operations, (4) takes unpaid leave without prior approval, or (5) otherwise violates the terms of this Section or fails to follow corrective action imposed upon the employee; see Section 6.3.

**Section 2.** Wherever the phrase "Human Resources Coordinator" is set forth in the City's Personnel Policy Manual, this phrase shall be deleted in its entirety and replaced with the phrase "Human Resources Director".

**Section 3.** In the following Sections of the City’s Personnel Policy Manual, when the phrase “City Administrator” first appears in that Section, this phrase shall be deleted in its entirety and replaced with the phrase “City Administrator (or in the absence or unavailability of a City Administrator, the Mayor shall perform all duties and fulfill all responsibilities set forth in this Section of the Manual)”: Section 1.9, Section 2.11, Section 3.4, Section 3.5, Section 3.16, Section 4.4a, Section 4.15, Section 4.17, Section 4.23, and Section 4.25.

**Section 4.** In Section 2.10 (Harassment – including Sexual Harassment – Policy) of the City’s Personnel Policy Manual, the phrase “City Administrator” shall be replaced with “Mayor” as the Acting Ethics Officer (when the Ethics Officer is absent or unavailable) throughout this Section 2.10, and accordingly, the contact information for the Acting Ethics Officer shall be revised to reflect the current Mayor’s contact information.

**Section 5.** This Ordinance is hereby ordered to be published in pamphlet form by the City Clerk and said Clerk is ordered to keep at least three (3) copies hereof available for public inspection in the future and in accordance with the Illinois Municipal Code.

**Section 6.** This Ordinance is in addition to all other ordinances on the subject and shall be construed therewith except as to that part in direct conflict with any other ordinance, and in the event of such conflict, the provisions hereof shall govern.

**Section 7.** This Ordinance shall be in full force and effect from and after its passage, approval, and ten (10) day period of publication in the manner provided by law.

**Section 8.** The City Human Resources Director is directed to furnish notice or furnish a copy of these changes in the Personnel Policy Manual to all City employees within a reasonable time after the passage of this Ordinance.

**PASSED BY THE COUNCIL OF THE CITY OF EAST PEORIA, TAZEWELL COUNTY, ILLINOIS, IN REGULAR AND PUBLIC SESSION THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.**

**APPROVED:**

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

**EXAMINED AND APPROVED:**

\_\_\_\_\_  
Corporation Counsel



401 W. Washington Street, East Peoria, Illinois 61611 Phone (309) 698-4715

**MEMO**

**TO:** Mayor Kahl & Commissioners Decker, Sutherland, Mingus & Hill

**FROM:** Teresa Durm, HR Director, SHRM-CP, PHR-

**DATE:** April 13, 2020

**RE: Separation Agreement**

**DISCUSSION:**

Brett Brown is retiring after serving the City of East Peoria for 25 years effective at the end of the day on May 1, 2020.

The attached Separation Agreement outlines that Mr. Brown is asking to be paid out 1,160 compensable hours.

**RECOMMENDATION:**

I recommend approving the attached Separation Agreement and paying Mr. Brown in three (3) installments of \$22,060.42 on or before May 31, 2020; \$22,060.42 on or before January 15, 2021; and \$22,060.41 on or before January 15, 2022 totaling \$66,181.25.

Attachment

**RESOLUTION NO. 1920-145**

**EAST PEORIA, ILLINOIS**

**April 28, 2020**

**RESOLUTION BY COMMISSIONER \_\_\_\_\_**

**WHEREAS**, Brett Brown has been continuously employed by the City from November 1, 1994 through May 1, 2020, most recently occupying the position of Deputy Fire Chief;

**WHEREAS**, Brett Brown announced his intention to retire from employment effective at the end of the day on May 1, 2020; and

**WHEREAS**, the City is appreciative of the long and continued service provided by Brett Brown; and

**WHEREAS**, it is in the best interest of the City to execute the attached Separation Agreement;

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

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

Section 2. The Mayor is hereby authorized to execute the Separation Agreement with such changes as the Mayor, in his sole discretion, may decide are in the best interest of the City of East Peoria.

**APPROVED:**

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk



401 W. Washington Street, East Peoria, Illinois 61611 Phone (309) 427-7606

**MEMORANDUM**

TO: Brett Brown  
FROM: Mayor John P. Kahl  
RE: Separation Pay and Benefits  
DATE: April 15, 2020

We understand that you have chosen to resign from employment with the City of East Peoria effective at the end of the day on May 1, 2020.

**SEPARATION PAY:**

City records indicate that you will have the following accumulated employment benefits available to calculate your Separation Pay:

	<u>Available Hours</u>	<u>Compensable Hours (with release)</u>
Vacation Pay	200 hrs.	200 hrs.
Sick Leave	960 hrs.	960 hrs.
Earned Time-Off (ETO)	0	0
Accrued Holiday	0	0
Other _____	0	0

Total Compensable Hours 1,160 hrs.

If you utilize a different quantity of accumulated employment benefits prior to your termination date, the Total Compensable Hours shall be adjusted accordingly, consistent with the policies and practices of the City of East Peoria. The actual Total Compensable Hours (as adjusted) shall be multiplied by the pay rate of \$57.0528 per hour (this hourly rate includes the 1.75% increase effective 5/1/20) to determine the separation pay you will receive if you sign and return the Resignation and Release set forth below within twenty-one (21) days of this Memorandum. If the Resignation and Release is signed and returned in a timely manner, you shall be paid your separation pay in three (3) installment(s) of \$22,060.42 on or before May 31, 2020; \$22,060.42 on or before January 15, 2021; and \$22,060.41 on or before January 15, 2022 totaling \$66,181.25. In the event of your death prior to the last scheduled payment, any remaining payments will be paid to your estate. If you do not sign the Resignation and Release prior to this time period, you will be entitled to no separation pay except as otherwise provided by any applicable collective bargaining agreement, the Illinois Wage Payment and Collection Act, or the Fair Labor Standards Act.

## **COVERAGE UNDER CITY'S HEALTH PLAN:**

In addition to the Separation Pay set forth above, the timely return of the Resignation and Release shall entitle you to continued coverage under the City's group health insurance plan in accordance with the terms and provisions of the City's Personnel Policy Manual, the plan document for the City's group health plan, and any applicable bargaining contracts.

**Post-Retirement Employment:** If you accept post-retirement employment with an employer that offers health insurance coverage, **you are required to enroll in that employer's health insurance plan at your first eligibility date (including any dependents), thereby making your new employer's health insurance coverage your primary coverage.** Upon enrolling in your new employer's health insurance, you will have the option to retain coverage under City's health plan as secondary coverage or to drop coverage under the City's health plan. When you leave employment with the new employer, you will be permitted to re-enroll under the City's health plan provided you do so within 45 days after your separation from the new employer (or within 45 days after loss of coverage under your employer's health insurance). You must also comply with any other applicable requirements set forth in the City's Personnel Policy Manual.

**Premium Payments:** Furthermore, you will need to continue to pay your monthly premiums for coverage under the City's health plan at the same contribution rate paid by active City employees (regardless of your age). You must make timely premium payments in accordance with the provisions of the City's Personnel Policy Manual. **Otherwise, if you do not make timely payment of your premium payments, your coverage under the City's group health insurance plan can be terminated.** The City shall continue to pay the City's applicable contribution amount for your coverage under the City's group health insurance plan.

**Enrollment in Medicare:** Also, if you maintain coverage under the City's group health plan upon your retirement, you are required to enroll in Medicare when you become eligible for Medicare. When you become eligible for Medicare, the City's group health insurance plan will automatically become secondary regardless of whether you have enrolled in Medicare or failed to do so. **Therefore, you should immediately enroll in both Part A and Part B of Medicare when you become eligible for Medicare.** You (and your spouse, if applicable) are advised to contact the local Medicare and Social Security office prior to turning age 65 in order to determine the necessary procedures for enrolling in Medicare Part A and Part B.

**NOTICE:** You are hereby advised to consult an attorney prior to signing the Resignation and Release set forth below.

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## RESIGNATION AND RELEASE

BRETT J. BROWN

Full Name of Employee (Please type or print)

4-22-2020

Date

I hereby resign as an employee of the City of East Peoria (the "City") effective at the end of the day on 5-1-2020.

I have received the above Memorandum from the City (the "Memo"), which sets forth information pertaining to my accumulated employment benefits as of my resignation date.

This information accurately includes an accounting of the various benefits I have accrued, my final pay rate, and the benefits and amount of separation pay that I am entitled to receive if I sign and return this Resignation and Release (this "Form") to the City.

In consideration of the separation pay and benefits reflected in Memo, I release the City, its Mayor, Commissioners, officers, employees, agents, assigns, insurers, and all persons identified in interest with the City, of and from any actions, claims, demands, or causes of action whatsoever which I may have against them, whether known or unknown, in law or equity, contract or tort, statutory or common law, whether arising under the laws of the State of Illinois or any of its political subdivisions or of any other state, or of the United States, including, without limitation, the Age Discrimination in Employment Act, the Fair Labor Standards Act, the Equal Pay Act, Title VII of the Civil Rights Act, the Americans With Disabilities Act, Section 1983 of Title 42 of the United States Code, the Illinois Wage Payment and Collection Act, the Illinois Human Rights Act, the Illinois Municipal Code, the Illinois Pension Code, the United States and Illinois Constitutions, and any other statute relating to employment or municipal government.

I expressly acknowledge the following:

(a) I have been given at least twenty-one (21) days to consider the City's Memo and this Form. To the extent that I am signing this Form prior to the expiration of this twenty-one (21) day period, I am doing so voluntarily with an understanding that I could have considered these matters for the duration of the twenty-one (21) day period without penalty.

(b) I have been advised in writing to consult an attorney before signing this Form.

(c) I understand that I may revoke the release of claims against the City for a period of seven (7) days after I sign this Form. I further understand that the release of these claims will not become effective until the expiration of this seven day period and that I will not receive any separation pay until such time even if provided otherwise in the City's Memo. I understand that I have no vested right to rescind my resignation from employment and that any such rescission must first be approved by the City.

(d) I understand and agree that by signing this Form, I will receive valuable monetary or other benefits (or both) as reflected in the City's Memo which exceed the benefits I would otherwise receive under the law.

(e) This Form and the City's Memo contain the entire understanding between the City and me as it relates to my separation from employment with the City. I further acknowledge that the City has made no other representations, warranties, promises, covenants, or undertakings (oral or otherwise) to me or any representative of mine in relation to my separation from employment with the City.

\_\_\_\_\_  
Employee Signature

Date 4-22-2020

Approved and Accepted:

\_\_\_\_\_  
Mayor

Date \_\_\_\_\_

**RESOLUTION NO. 1920-146**

**East Peoria, Illinois**  
\_\_\_\_\_, **2020**

**RESOLUTION BY COMMISSIONER \_\_\_\_\_**

**RESOLUTION AUTHORIZING A DECREASE IN THE NUMBER OF PATROLMEN  
AND SERGEANTS ON THE EAST PEORIA POLICE DEPARTMENT**

**WHEREAS**, Title 1, Chapter 3, Section 7.1 of the East Peoria City Code authorizes the City Council to determine from time to time by Resolution the number of individuals to hold each rank on the Police Department; and

**WHEREAS**, effective May 1, 2020, the City seeks to temporarily decrease the number of Patrolmen positions by five to 34 Patrolmen during this uncertain time due to anticipated revenue decreases at substantial amounts until such time as the City can reevaluate the budget revenues to a point that those positions may be refilled; and

**WHEREAS**, a Sergeant has announced his retirement effective on May 15, 2020 and the City seeks to temporarily decrease the number of Sergeant positions by one to six Sergeants during this uncertain time due to anticipated revenue decreases at substantial amounts until such time as the City can reevaluate the budget revenues to a point that this position may be refilled;

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

**Section 1.** Effective May 1, 2020, the Police Department of the City of East Peoria shall consist of the following personnel:

- A. One Police Chief
- B. Two Deputy Chiefs
- C. Seven Sergeants
- D. Thirty-four Patrolmen

**Section 2.** Effective May 15, 2020, the Police Department of the City of East Peoria shall consist of the following personnel:

- A. One Police Chief
- B. Two Deputy Chiefs
- C. Six Sergeants
- D. Thirty-four Patrolmen

**Section 3.** The Police Chief is hereby authorized and directed to notify the Police and Fire Commission of the decrease in Patrolmen and Sergeants.

**APPROVED:**

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Mayor

**ATTEST:**

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City Clerk