City of Decatur, Illinois
2023
Adopted Budget

CITY OF DECATUR

Macon County, Illinois

Decatur Civic Center
1 Gary K. Anderson Plaza
Decatur, Illinois
www.decaturil.gov

Mayor
Julie Moore Wolfe

Council Members
Chuck Kuhle
David Horn
Lisa Gregory
Bill Faber
Ed Culp
Dennis Cooper

Officials
Scot Wrighton - City Manager
Gregg Zientara - City Treasurer & Director of Finance
Kim Althoff - City Clerk
Wendy Morthland - Corporation Counsel

December 15, 2022

TO: Mayor Julie Moore Wolfe, Members of the Decatur City Council, Citizens of Decatur, and governance partners

FROM: Scot Wrighton, City Manager

RE: City of Decatur Budget for Fiscal Year 2023

This letter transmits the city of Decatur's Adopted Budget for Fiscal Year 2023, commencing January 1, 2023. After conducting two budget study sessions, engaging in subsequent conversations about the city's expenditure and revenue plans, and holding a public hearing, the City Council voted to adopt the 2023 budget on December 5, 2022.

The adopted budget is balanced, addresses short and long-term community needs, and takes a comparatively conservative approach to positioning the city to continue a gradual and healthy return from COVID-induced economic impacts, and simultaneously deal with anticipated recessionary forces in the new year. The adopted budget also continues to make progress on the city's strategic goals; but it does not address all of the structural, organizational and fundamental shortcomings that remain in the way Illinois cities like Decatur provide services.

The city received approximately $33.8 million in American Rescue Plan (ARP) funds over a two-year period in 2021 and 2022. These funds must be contracted and encumbered by the end of 2024, and fully disbursed by the end of 2026, in accordance with changing rules promulgated by the U.S. Treasury Department. A substantial portion of these monies will be spent in 2023. Because these funds have a significant and positive impact on the city's budget, and because they are allocated to numerous sections (funds) within the budget based on intended use, a multi-year summary has been included in the budget to provide a complete picture of how these funds will be spent from 2021 through 2025. To a certain extent, the process of allocating ARP funds has given greater focus and direction to how the City Council has conducted financial planning for all of its expenditures and revenues—not just ARP funds. Eighty-five percent (85%) of ARP funds are scheduled to be spent in two categories: 1) neighborhood and community revitalization; and 2) infrastructure, especially infrastructure to advance economic development and new job creation. The remaining fifteen percent (15%) of ARP funds go to fund public safety and miscellaneous community projects. This emphasis on neighborhood revitalization and infrastructure is reflected throughout the budget, however, including those funds NOT supported by ARP monies as it concerns surplus and discretionary funds available after basic and traditional municipal services are funded.

All city departments are involved in neighborhood revitalization, but the Economic and Community Development Department provides leadership in this area. The city's neighborhood revitalization strategy has four key components: 1) where existing structures cannot be saved

or rehabilitated due to neglect and deterioration, the city should arrange for the demolition of as many of these buildings as possible; 2) to reduce ongoing demolition costs, the city should financially assist the rehabilitation and renovation of privately owned structures that can be saved; 3) to accelerate the successful transition of neighborhoods from distressed to successful, the city should incentivize large "catalyst" projects in selected neighborhoods because these anchor developments serve to increase private investment in adjoining properties and generally lift the neighborhood to economic viability more rapidly; and 4) ramp-up code enforcement and inspections so that land owners are less likely to neglect property maintenance, and because increased code enforcement will improve the appearance and cleanliness of neighborhoods. The city's numerous neighborhood revitalization initiatives are supported by ARP, CDBG, other state and federal grants, as well as other internal and external funding detailed in this budget document. This spending takes the form of significantly greater demolitions, property acquisitions and different types of investment in rehabilitation. It also includes selected improvement of infrastructure in distressed neighborhoods and corridor planning such as the "Great Streets" project which focuses on Jasper Street. The budget also invests in people (workforce development, training and leadership, capacity building to raise up neighborhood associations to help sustain the work of neighborhood revitalization). The city expects to continue funding neighborhood revitalization in this way until an inflection point is reached where private funding of rehabilitation is profitable and does not require subsidies by the local government to be sustained.

The second financial priority area is infrastructure (water, sewer, broadband, roadways, lake/watershed improvements, etc.) because this is part of the city's core mission, and because strong infrastructure is a key component in efforts to attract new businesses to Decatur and increase the employment base. Without abundant water supply, sewer collection and treatment capacity, fast and accessible broadband, good roads, intermodal facilities, etc., the city will have a more difficult time reversing declining population trends, increasing the tax base and adding more jobs. In addition to ARP monies, the adopted budget authorizes infrastructure investment using bond funding, IEPA low-interest loan revenues, accumulated fund reserves, other state and federal grants, and other resources.

The adopted budget tries to anticipate expected inflationary, recessionary, supply-chain and workforce availability trends. The budget authorizes pay increases for city employees higher than what was awarded in recent years, but not at the current rate of inflation. Because supply-chain problems are complicating deliveries of everything from small components to large trucks, the budget authorizes transfers to reserve accounts to spread deferred capital costs over multiple years. New staff positions have only been authorized where they are supported directly by outside funding, they save the city money, or where there is a compelling argument that key service objectives cannot be achieved without such additions. The General Fund's 90-day "rainy day fund" is retained and fully funded—augmented with a $3.5 million special projects reserve so that unique funding of economic development, neighborhood revitalization, and infrastructure projects not detailed in the budget can be advanced without impacting the "rainy day fund."

BUDGET PRESENTATION

The adopted budget includes more line-item detail, graphs, narrative and explanatory information than ever before; but this part of the budget remains a work-in-progress. The budget document and the budget process are more transparent and accessible than before, but we can still do more to unify the way explanatory sections are presented; and more needs to be done to connect quantifiable performance outcomes to expenditure and revenue decisions. Staff will make some of these improvement before submitted a recommended budget for FY 2024. Because the budget seeks to advance the City Council's strategic goals and objectives (as well as provide basic municipal services) the current 2021-2023 Council Strategic Goals is included as an appendix at the back of this budget document.

PLANNING FOR THE FUTURE

The City Council's budget discussions resulted in very few new revenue categories in 2023—in large measure because the City Council determined that increased fees and taxation were, in most cases, not compatible with aiding the local economy to recover after COVID. But they did acknowledge that the city needs to develop new revenue sources I the future. Most existing revenue sources are not elastic; in some cases they are antiquated; or they are so unpopular that there is no reasonable possibility of expanding them. During the course of 2023, the City Council committed to examining new and existing revenue streams so that some of these could be included in the FY 2024 budget. For example, the council expressed a desire to dedicate "push tax" and new code enforcement revenues exclusively to ongoing neighborhood revitalization expenses when ARP and other limited-term rehabilitation revenues are depleted.

ACKNOWLEDGEMENTS

I am grateful for the City Council's approach to formulating and compiling the budget—they sought to use the budget process to reflect their goals and priorities in ways easily understood by staff and the general public. This is not just a staff document; it includes the directives of the governing body, as it should. The adopted budget reflects the direction and priorities of the city.

Assembling the annual budget requires countless hours of calculation, meetings, assembling information and editing. All of the city's department heads and the deputy city manager contributed to this process. The final product, however, would not have been possible without the dedication, professionalism and skill of Anthony Cooling, Budget & Revenue Officer, and Gregg Zientara, CFO and Treasurer. They have my special thanks.

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Fund Revenue & Expenditure Summary

Fund	Fund Name	Projected Starting Fund Balance	Interfund Loan Repayment	Revenue	Expense	Surplus (Deficit)	Projected Ending Fund Balance
10	**General Fund**	22,090,203	-	87,097,000	88,862,000	(1,765,000)	20,325,203
	Community & Economic Development						
16	Community Grants	15,394	-	138,000	138,000	-	15,394
17	HOME	245,756	-	1,436,000	1,225,875	210,125	455,881
18	CDBG	10,949	-	2,679,188	2,666,797	12,391	23,340
19	TIF Old Towne	1,174,980	-	1,067,653	1,078,386	(10,733)	1,164,247
20	TIF Southeast Plaza	-	-	-	-	-	-
21	TIF Wabash Crossing	1,691,845	-	346,753	346,753	-	1,691,845
23	TIF Eastgate	173,756	-	379,131	350,000	29,131	202,887
24	TIF South Side	149,001	-	51,103	51,103	-	149,001
28	TIF Pines Shopping	98,238	-	114,208	110,000	4,208	102,446
29	TIF Grand & Oakland	184,570	-	205,561	205,561	-	184,570
82	DCDF	156,700	-	18,000	174,700	(156,700)	0
84	Community Revitalization	8,311,580	-	1,238,420	9,550,000	(8,311,580)	-
85	Grants	349,309	-	6,100,000	6,000,000	100,000	449,309
	Public Safety & Public Information						
25	Police State Drug Enforcement	303,303	-	103,500	100,000	3,500	306,803
26	Police DUI Fines & Fees	192,028	-	107,100	104,000	3,100	195,128
27	Police Lab & Programs	185,451	-	1,800	25,000	(23,200)	162,251
30	Police Federal Drug Enforcement	241,855	-	85,200	85,000	200	242,055
37	Foreign Fire Insurance Tax	112,689	-	185,550	185,550	-	112,689
40	PEG Capital	111,299	-	68,543	88,963	(20,420)	90,879
	Streets & Building Funds						
34	Building Fund	500,487	-	739,583	871,923	(132,340)	368,147
42	Local Roads & Streets	1,485,041	-	1,840,000	3,179,971	(1,339,971)	145,070
44	2018 Bond Project	1,729,850	-	770	900,000	(899,230)	830,620
45	Capital Project	43,458	-	3,330,000	3,330,000	-	43,458
46	State Motor Fuel Tax	6,536,766	-	4,381,500	5,943,154	(1,561,654)	4,975,112
	Debt Service						
50	Debt Service	1,237,825	-	2,669,449	2,707,230	(37,781)	1,200,044

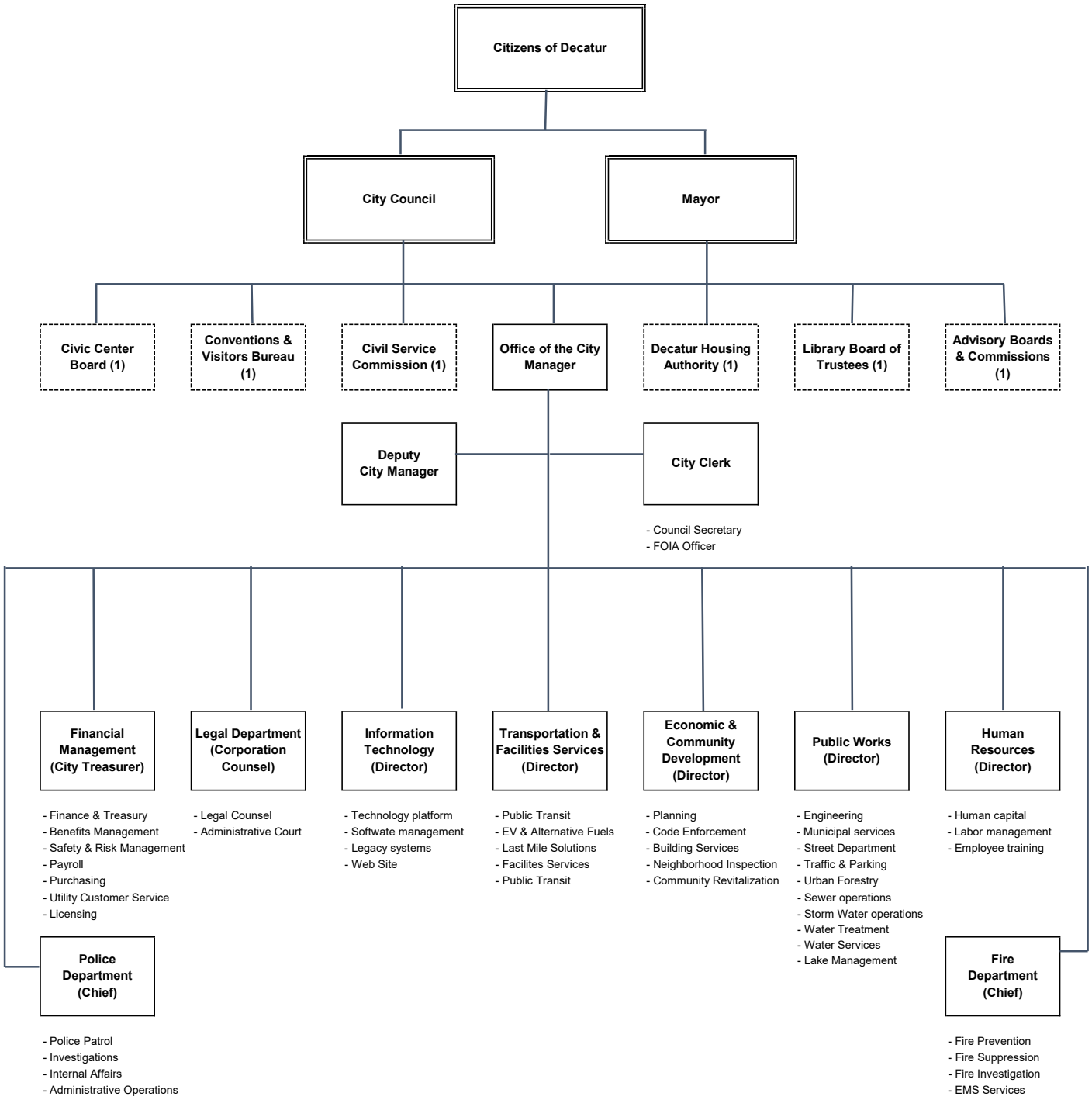
City of Decatur, Illinois

Adopted Budget

Fund Revenue & Expenditure Summary

Fund	Fund Name	Projected Starting Fund Balance	Interfund Loan Repayment	Revenue	Expense	Surplus (Deficit)	Projected Ending Fund Balance
	Internal Service Funds						
60	Fleet Maintenance	394,409	-	3,246,884	3,117,421	129,463	523,872
61	Equipment Replacement	1,139,490	-	4,250,500	5,252,000	(1,001,500)	137,990
64	Risk Management	2,642,489	-	4,059,600	3,958,988	100,612	2,743,101
65	Benefit Insurance Fund	1,874,197	-	13,316,273	14,028,689	(712,416)	1,161,781
	Transportation						
22	DUATS	51,384	-	421,000	421,000	-	51,384
70	Transportation Services	1,581,036	-	17,973,575	17,446,823	526,752	2,107,788
	Enterprise Funds						
77	Fiber Optics	845,744	-	500,550	1,306,920	(806,370)	39,374
78	Public Works Storm Water	3,350,441	-	1,928,969	3,092,392	(1,163,423)	2,187,018
79	Public Works Sewer	12,791,379	-	7,018,000	14,902,128	(7,884,128)	4,907,251
80	Public Works Water Operating	10,625,506	-	33,408,669	32,777,472	631,197	11,256,703
81	Public Works Water Capital	3,380,883	300,000	5,500,000	7,415,160	(1,915,160)	1,765,723
86	Public Works Water Debt Service	12,500,000	-	-	-	-	12,500,000
88	Recycling	388,032	-	725,000	592,185	132,815	520,847
89	2022 Bond Fund	21,823,359	-	-	14,279,569	(14,279,569)	7,543,790
	Automomous & Misc. Funds						
35	City of Decatur Library	2,777,905	-	5,551,754	5,518,850	32,904	2,810,809
36	Municipal Band	80,757	-	83,040	82,102	938	81,695
58	Library Capital	533,707	-	950,700	1,250,000	(299,300)	234,407
59	Library Trust	113,036	-	9,000	120,000	(111,000)	2,036
90	Firefighters Pension	83,123,912	-	9,850,556	9,610,877	239,679	83,363,591
91	Police Pension	113,903,414	-	13,410,684	10,021,643	3,389,041	117,292,455
99	American Rescue Plan	6,094,797	-	-	1,509,300	(1,509,300)	4,585,497
	Total City of Decatur	327,348,208	300,000	236,588,766	274,983,485	(38,394,719)	289,253,489
	Less Interfund Transfers			37,630,261	37,680,261		
	Net Balances	327,348,208	300,000	198,958,505	237,303,224	(38,394,719)	289,253,489

City of Decatur, Illinois
Organization Chart



(1) Board Members include Mayoral Appointments confirmed by City Council

City of Decatur, Illinois
2023 Budget
Headcount Staffing

Organizational Unit	2019 Actual	2020 Actual	2021 Actual	2022 Budget	2023 Budget	Change vs 2022
Total City Headcount Staffing						
Management	85	91	90	94	102	8
AFSCME Union	113	118	120	120	122	2
Police Union	133	138	139	139	139	-
Fire Union	102	102	102	102	102	-
Total	433	449	451	455	465	10
Position Changes over prior year budgeted staff						
Executive	*(1)*			*1*	*(1)*	
Data & Communications					*3*	
Transit					*1*	
Information Technology			*(2)*			
Human Resources						
Legal						
Finance					*2*	
Economic & Community Devel			*2*	*3*	*1*	
Police		*(12)*			*2*	
Fire						
Public Works			*1*	*2*	*2*	
Water						
Total Change in Staff	*(1)*	*(12)*	*1*	*6*	*10*	-

Staffing by Department and Employee Group

Div	Fund	Organizational Unit		2019 Actual	2020 Actual	2021 Actual	2022 Budget	2023 Budget	Change vs 2022
		Executive		4	4	4	5	7	2
015	10	Executive & City Clerk		4	4	4	5	4	(1)
018	10	Data & Communications		-	-	-	-	3	3
			Management	4	4	4	5	7	2
701	70	**Mass Transit**	Management	1	2	3	3	4	1
016	10	**Human Resources**	Management	4	4	4	4	4	-
017	10	**Information Technology**		10	10	8	8	8	-
			Management	8	8	6	6	6	-
			AFSCME	2	2	2	2	2	-
020	10	**Legal**	Management	7	7	7	7	7	-

City of Decatur, Illinois
2023 Budget
Headcount Staffing

Staffing by Department Employee Group (Cont.)

Div	Fund	Organizational Unit		2019 Actual	2020 Actual	2021 Actual	2022 Budget	2023 Budget	Change vs 2022
		Financial Management		**20**	**22**	**21**	**21**	**23**	**2**
035	10	Controlling & Treasury		11	13	12	12	14	2
037	10	Purchasing		2	2	2	2	2	-
			Management	7	7	6	6	7	1
			AFSCME	6	8	8	8	9	1
				13	15	14	14	16	2
805	80	Utilitiy Customer Serv		7	7	7	7	7	-
			Management	1	1	1	1	1	-
			AFSCME	6	6	6	6	6	-
		Economic & Community Development		**19**	**20**	**23**	**26**	**27**	**1**
050	10	Planning & Development		5	6	7	7	5	(2)
052	10	Building Inspections		6	6	6	7	7	-
053	10	Neighborhood Inspections		5	5	6	8	9	1
054	10	Revitalization & Housing Services		3	3	4	4	6	2
			Management	10	11	12	15	14	(1)
			AFSCME	9	9	11	11	13	2
				19	20	23	26	27	1
065	10	**Police**		**149**	**158**	**159**	**159**	**161**	**2**
		Police Management Sworn		8	8	8	8	8	-
		Police Officers Sworn		133	138	139	139	139	-
		Police Sworn Officer Total		141	146	147	147	147	-
		Police Civilian		8	12	12	12	14	2
			Management	4	8	8	8	10	2
			AFSCME	4	4	4	4	4	-
070	10	**Fire**		**109**	**109**	**109**	**109**	**109**	**-**
		Management Sworn		6	6	6	6	6	-
		Officers Sworn		102	102	102	102	102	-
		Sworn Officer Total		108	108	108	108	108	-
		Civilian Management		1	1	1	1	1	-

City of Decatur, Illinois
2023 Budget
Headcount Staffing

Staffing by Department and Employee Group (Cont.)

Div	Fund	Organizational Unit		2019 Actual	2020 Actual	2021 Actual	2022 Budget	2023 Budget	Change vs 2022
		Public Works		**110**	**113**	**113**	**113**	**115**	**2**
080	10	Administration		2	2	2	2	2	-
082	10	Engineering		11	12	13	13	12	(1)
083	10	Municipal Services		47	47	46	46	46	-
			Management	15	15	14	14	14	-
			AFSCME	45	46	47	47	46	(1)
				60	61	61	61	60	-
601	61	Fleet Maintenance							
			Management	1	1	1	1	1	-
			AFSCME	7	7	7	7	7	-
				8	8	8	8	8	-
801	80	Water Production		13	15	15	15	15	-
802	80	Water Lake Management		4	4	4	5	7	2
803	80	Water Administration		2	2	2	2	3	1
804	80	Water Services		23	23	23	22	22	-
			Management	8	8	9	9	12	3
			AFSCME	34	36	35	35	35	-
				42	44	44	44	47	3
		Grand Total - Full Time		433	449	451	455	465	10

City of Decatur, Illinois
2022
General Fund Revenue & Expenditure

Fund Name | **Fund Number** 10

Fund Description & Purpose

The primary operating fund of City Government. Fund revenues include state distributed taxes, local taxes, service revenue from external and internal customers, permit & license revenue, fine & fee and other miscellaneous revenue.
Revenues received defray the operating expense of City Government, Public Safety protection and Public Works services to City residents and stakeholders.

(Whole $) Description	2020 Actual	2021 Actual	2022 Amended Budget	2022 Projected Actual	2023 Proposed Budget	% Change
Revenue						
Tax Revenue	54,635,804	63,588,664	64,227,500	68,743,929	71,800,000	4%
Internal Service Revenue	8,107,054	8,318,189	8,845,264	8,833,492	9,467,604	7%
External Service Revenue	563,332	598,322	614,000	661,075	627,000	-5%
Grant Revenue	458,905	2,532,101	570,000	340,189	589,000	73%
Permit & License Revenue	1,238,751	1,491,479	1,640,250	2,128,954	2,257,000	6%
Fines & Fees Revenue	725,818	918,128	1,207,600	1,088,296	1,059,000	-3%
Other Revenue	1,543,343	2,973,451	1,095,386	1,158,272	1,297,396	12%
Total Revenue	67,273,007	80,420,334	78,200,000	82,954,207	87,097,000	5%
Expenditure by Division						
010 General Government Legislative	38,654	33,329	61,687	41,920	64,463	54%
015 General Government Executive	679,702	719,249	868,399	843,599	770,672	-9%
016 Management Service Human Resources	483,713	521,040	602,304	551,204	623,556	13%
017 Management Service IT	1,798,087	1,860,747	1,852,668	1,849,040	2,052,613	11%
018 Data & Communications	6,744	6,854	-	824	526,284	63769%
020 General Government Legal	896,249	955,012	1,006,159	986,043	1,014,417	3%
035 Finance Controlling & Treasury	1,356,973	1,417,431	1,572,082	1,545,662	1,764,361	14%
037 Finance Purchasing	242,087	241,985	197,850	197,753	214,114	8%
038 Finance Civic Center	181,172	251,460	273,954	237,723	558,760	135%
039 Finance City General & Administrative	2,339,083	5,211,963	4,203,942	3,886,851	11,106,750	186%
040 Central Business District	-	-	115,000	85,000	407,500	379%
050 ECD Planning & Sustainability	555,353	652,698	853,177	834,397	682,245	-18%
052 ECD Building Inspections	633,224	761,210	795,771	793,820	830,764	5%
053 ECD Neighborhood Inspections	1,117,626	1,231,648	1,371,284	1,513,965	1,666,078	10%
054 ECD Revitalization & Housing Services	385,822	378,732	616,163	461,768	734,545	59%
055 ECD Economic Development	533,046	437,024	535,500	340,416	373,907	10%
065 Public Safety Police Protection	27,343,890	28,561,188	30,897,437	30,238,192	32,097,738	6%
070 Public Safety Fire Protection	20,045,456	19,939,566	21,589,122	21,773,048	22,735,698	4%
080 Public Works Administration	536,138	543,381	554,233	499,452	531,699	6%
082 Public Works Engineering	1,066,707	1,032,381	1,610,298	1,517,666	1,408,068	-7%
083 Public Works Municipal Services	4,578,414	4,448,699	5,296,658	5,299,688	5,260,111	-1%
084 Public Works Streets	973,859	962,067	1,183,725	1,205,605	1,262,881	5%
086 Public Works Traffic & Parking	1,342,031	1,297,473	1,405,870	1,443,352	1,361,493	-6%
088 Public Works Bldg & Land Mgmt	523,505	569,580	736,717	714,093	813,283	14%
Net of lower Rev / Exp						
Total Expenditures	67,657,544	72,034,714	78,200,000	76,861,082	88,862,000	16%
In-Year Surplus / (Deficit)	(384,537)	8,385,620	(0)	6,093,125	(1,765,000)	
Beginning Cash Balance	8,401,451	7,684,158	15,997,078	15,997,078	22,090,203	
Balance Sheet Adjustments	(399,906)	(72,700)				
Ending Cash Balance	7,617,008	15,997,078	15,997,078	22,090,203	20,325,203	

Estimating Future Revenues

The City provides varied services from law enforcement and public works to a complex transport system which requires financial staff to work closely with, and rely heavily on, the expertise of various departmental and functional staff in preparing revenue budgets and projections.

City staff employ certain methodologies to develop estimates as required by our finance policies, including department collaboration, global economic indicators, opinions of generally accepted organizations such as the Illinois Municipal League, changes in legislation, and most importantly, historical trend analysis. Nevertheless, forecasting revenues is allegorically like driving a car by the looking in the rear-view mirror, and there are always outlier events that can occur.

Major revenue sources are property taxes, sales and other taxes, payments from the state and federal governments, and charges for services. The remaining comes from smaller sources such as fines, permits, interest income, proceeds from sales of assets, and reimbursements for services. The mix has remained fairly stable, aiding in the making of predictions and forecasts.

Lastly, there is revenue that comes from interfund transfers, which primarily consists in this budget of Health, Life, and Dental benefits, and pension costs, but also charge backs for services provided by one department to another. These expenses are budgeted in each department to show the total personnel and operating costs. As certain benefit costs have a segregated fund, transfers are required to allocate benefit costs back to that fund.

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
000 UNASSIGNED							
100231 GEN GOV TAXES							
301103	REAL ESTATE TAXES	8,875,459	10,219,079	10,682,000	10,682,000	11,940,000	12
301106	MOBILE HOME PRIVILEGE TAX	0	28,072	15,300	15,300	14,000	(8)
301201	STATE SALES TAXES	11,153,773	12,361,722	12,556,000	12,967,070	13,914,000	7
301202	TELEPHONE UTILITY TAX	1,389,780	1,740,483	1,190,000	1,187,779	1,183,000	0
301203	FOOD & BEVERAGE TAX	3,103,404	3,502,233	3,651,000	3,805,205	3,997,000	5
301204	HOTEL AND MOTEL TAX	627,620	913,254	849,000	972,250	1,152,000	18
301205	LOCAL SALES TAX	9,681,487	11,362,632	11,521,000	12,512,594	13,334,000	7
301206	AVIATION FUEL TAX	1,616	7,784	7,200	11,171	8,000	(28)
301207	LOCAL USE TAX	3,112,435	3,123,637	3,199,000	2,789,198	3,020,000	8
301208	AUTO RENTAL TAX	34,332	40,582	43,000	46,963	48,000	2
301209	UTILITY TAX	4,487,618	4,638,709	4,925,000	4,893,505	5,337,000	9
301210	VIDEO GAMING TAX	1,295,704	2,092,686	2,400,000	2,317,944	2,386,000	3
301302	CABLE TV TAX	982,654	1,123,840	1,127,000	995,826	1,034,000	4
	100231 Total:	**44,745,882**	**51,154,713**	**52,165,500**	**53,196,805**	**57,367,000**	**8**
100232 GEN GOV INTERGOVTMENT							
302102	LOCAL REPLACEMENT TAX	0	35,159	30,000	69,403	56,000	(19)
302104	STATE REPLACEMENT TAX	1,093,732	1,879,575	1,557,000	3,597,759	2,000,000	(44)
302105	STATE INCOME TAX	8,272,095	10,012,130	9,958,000	11,365,785	11,874,000	4
302106	FEDERAL GRANTS	17,655	318,104	350,000	208,403	350,000	68
302107	STATE GRANTS OR OTHER	361,449	70,184	100,000	66,859	150,000	>100*
302109	FEDERAL GRANTS ARP	0	2,074,608	0	0	0	
302114	POLICE OT REIMBURSEMENTS	79,801	69,204	120,000	64,928	89,000	37
302121	CANNABIS TAX	44,179	104,938	111,000	119,961	119,000	(1)
	100232 Total:	**9,868,911**	**14,563,902**	**12,226,000**	**15,493,098**	**14,638,000**	**(6)**
100233 GEN GOV SERVICE CHARGE							
303607	PAYMENT IN LIEU OF TAXES	1,753,209	1,769,256	1,963,920	1,963,920	2,062,116	5
303608	RISK & EE BENEFIT SERVICES	173,616	176,940	239,736	239,736	252,600	5
303621	ADMIN SERVICES	1,928,148	2,103,336	2,301,324	2,301,324	2,423,500	5
303622	PUBLIC WORKS SERVICES	1,521,624	1,613,232	1,580,796	1,580,796	1,646,000	4
303626	BLDG INSPECTION SERVICES	165,156	96,456	99,756	99,756	100,000	0
303628	FM SEWER FUND-EPA	341,496	357,132	371,688	371,688	371,688	
306700	IT SERVICES	802,068	1,023,624	973,044	973,044	1,021,700	5
306707	CDBG PERSONNEL/EXP REIMB	450,940	386,822	444,000	280,057	410,000	46
306751	HOME PERSONNEL/EXP REIMB	42,541	41,932	102,000	69,450	50,000	(28)
306753	DUATS PERSONNEL/EXP REIMB	178,839	97,456	192,000	191,191	200,000	5
306762	TRANSFER FROM COMMUNITY GRANTS	0	5,482	12,000	5,742	125,000	>100*
	100233 Total:	**7,357,637**	**7,671,668**	**8,280,264**	**8,076,704**	**8,662,604**	**7**

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
000	**UNASSIGNED**						
100234	**GEN GOV -LICENSE/PERMIT**						
304300	ANIMAL REGISTRATION LATE FEES	6,540	12,435	12,000	11,525	15,000	30
304302	GARBAGE HAULERS	23,280	20,250	27,000	29,600	22,000	(26)
304303	CONTRACTOR LICENSES	28,450	24,925	27,000	30,113	28,000	(7)
304304	LIQUOR LICENSES	502,225	529,556	528,000	519,592	531,000	2
304305	RENTAL PROGRAM REVENUE	0	0	25,000	4,167	40,000	>100*
304306	BOAT LICENSES	67,387	0	0	0	0	
304307	OTHER LICENSES	184,970	173,077	391,250	403,418	371,000	(8)
304401	BUILDING PERMITS	384,665	731,235	630,000	1,130,475	1,250,000	11
304402	PIER PERMITS	41,234	0	0	0	0	
	100234 Total:	**1,238,751**	**1,491,478**	**1,640,250**	**2,128,890**	**2,257,000**	**6**
100235	**GEN GOV- FINES & FEES**						
303301	ON STREET PARKING	3,656	2,471	3,000	3,978	4,000	1
303302	PARKING LOT 1	12,733	13,027	13,000	14,958	13,000	(13)
303306	PARKING LOT 10	4,822	4,868	5,000	6,175	5,000	(19)
303308	GARAGE C	61,547	49,164	55,000	43,547	28,000	(36)
303310	RESIDENTIAL PARKING	4,320	7,080	4,000	5,024	4,000	(20)
303312	DOWNTOWN EMPL PARKING PERMITS	21,945	20,509	21,000	19,315	20,000	4
304490	ADMIN COURT FINES	52,185	79,894	91,000	57,293	68,000	19
305500	ADMINISTRATIVE COURT FEES	23,219	31,499	43,000	33,460	32,000	(4)
305501	COURT FINES	176,482	202,754	227,000	145,631	147,000	1
305502	BOOT FEE	525	945	1,000	1,645	2,000	22
305503	WEED CUTTING FEES	40,846	42,954	53,000	49,276	42,000	(15)
305505	ILLEGAL USE OF VEHICLE	83,558	135,985	240,000	260,000	227,000	(13)
305506	OVERTIME PARKING FEES	64,615	90,647	77,000	112,196	110,000	(2)
305507	VARIANCE AND ZONING	6,720	4,478	5,000	3,475	3,000	(14)
305513	OTHER FINES AND FEES	70,863	63,299	71,000	70,387	64,000	(9)
305516	PET CITATIONS	43,146	53,874	61,000	71,384	68,000	(5)
305517	DUCK BLIND FEES	540	0	0	0	0	
305520	TRASH & CLEAN UP FINES	37,546	61,551	56,000	68,326	78,000	14
305521	VACANT PROPERTY FEE	0	0	118,600	0	0	
	100235 Total:	**709,268**	**864,999**	**1,144,600**	**966,070**	**915,000**	**(5)**
100237	**GEN GOV- INVESTMENT**						
307101	INTEREST INCOME	16,130	0	18,000	76,200	200,000	>100*
307102	POOLED INTEREST	0	0	0	1,500	1,500	
307141	INVESTMENT INCOME	37,691	17,691	0	6,739	4,000	(41)
	100237 Total:	**53,821**	**17,691**	**18,000**	**84,439**	**205,500**	**>100***
100238	**GEN GOV- OTHER INCOME**						
303413	AMEREN FRANCHISE PAYMENTS	921,112	921,112	921,000	921,112	921,000	0

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
000 UNASSIGNED							
100238 GEN GOV- OTHER INCOME							
303415	PROFESSIONAL STANDARDS INCOME	3,398	2,425	2,400	5,718	5,700	0
303510	ELECTRIC AGGREGATION ADMIN FEE	172,921	276,166	124,000	39,317	35,000	(11)
306700	TRANSFER FROM OTHER FUNDS	0	1,702,537	0	0	0	
308801	RENTAL OF CITY PROPERTY	1,200	700	1,200	200	100	(50)
308802	SALE OF CITY PROPERTY	116,163	0	0	2,100	96	(95)
308803	SALE OF OTHER PROPERTY	9,289	194	5,000	583	10,000	>100*
308807	DEMOLITION PAYMENTS	29,618	(1,300)	0	0	40,000	100*
308810	DAMAGE TO CITY PROPERTY	(41)	(36)	0	69,902	43,000	(38)
308817	NOISE ORDINANCE FINES	0	250	0	2,629	3,000	14
308890	REIMBURSEMENT OF EXPENSE	25,856	170	5,000	1,023	5,000	>100*
308898	BANK RECONCILIATION ADJUSTMENT	313	17,619	0	0	9,000	100*
308899	MISCELLANEOUS INCOME	31,397	36,426	18,786	31,249	20,000	(36)
309900	BOND OR NOTE PROCEEDS	178,279	0	0	0	0	
	100238 Total:	**1,489,505**	**2,956,263**	**1,077,386**	**1,073,833**	**1,091,896**	**2**
100432 PUB SAFETY - INTERGOVT							
302403	FIRE TRAINING REIMBURSE	30,187	19,709	35,000	31,911	17,000	(47)
	100432 Total:	**30,187**	**19,709**	**35,000**	**31,911**	**17,000**	**(47)**
100433 PUB SAFETY - TRANSFER FR							
303405	SCHOOL DISTRICT REIMBURSE	435,957	469,852	486,000	496,000	496,000	
310010	FIRE PROGRAMS	10,303	13,758	8,000	55,726	42,000	(25)
	100433 Total:	**446,260**	**483,610**	**494,000**	**551,726**	**538,000**	**(2)**
100435 PUBLIC SAFETY FINES & FEES							
305512	FIRE & BURGLAR ALARMS	7,050	6,800	8,000	15,109	16,000	6
305514	POLICE RECORDS	9,811	12,863	12,000	19,479	19,000	(2)
308800	PUBLIC SAFETY LIFT ASSIST	0	0	0	0	50,000	100*
	100435 Total:	**16,861**	**19,663**	**20,000**	**34,588**	**85,000**	**>100***
100831 HIWAY/STS - RE TAXES							
301102	PROP TAX- ROAD & BRIDGE	388,976	402,148	406,000	394,217	384,000	(3)
	100831 Total:	**388,976**	**402,148**	**406,000**	**394,217**	**384,000**	**(3)**
100832 HIWAY/STS - INTERGOVT							
302401	STATE ROUTE MAINTENANCE	94,511	128,470	128,000	165,075	131,000	(21)
	100832 Total:	**94,511**	**128,470**	**128,000**	**165,075**	**131,000**	**(21)**
100833 HIWAY/STS - TRANSFER FR							
303601	MFT REIMB-MSC/TRAF SIGNAL	548,225	458,537	396,000	517,016	550,000	6

10 GENERAL FUND	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
000 UNASSIGNED						
100833 HIWAY/STS - TRANSFER FR						
303606 WATER STREET CUTS	193,257	187,984	169,000	239,772	255,000	6
100833 Total:	**741,482**	**646,521**	**565,000**	**756,788**	**805,000**	**6**
UNASSIGNED TOTAL:	**67,182,052**	**80,420,835**	**78,200,000**	**82,954,144**	**87,097,000**	**5**
Fund Revenue TOTAL:	**67,182,052**	**80,420,835**	**78,200,000**	**82,954,144**	**87,097,000**	
Fund Expense TOTAL:	**0**	**0**	**0**	**0**	**0**	
SURPLUS (DEFICIT):	**67,182,052**	**80,420,835**	**78,200,000**	**82,954,144**	**87,097,000**	

LEGISLATIVE & EXECUTIVE DEPARTMENTS

Program Description

The Legislative Department provides resources for the Elected Officials to be able to carry out their respective leadership and policy directives for the City. The Mayor and Council stipends are included in this department, along with line-items for newly elected official training and City membership dues. This department also covers such things as the Sister Cities program and citizen recognition (Stephen Decatur Medallions).
The Executive Department provides for the salaries and resources for the City Manager's Office, including the City Clerk. The City Manager reports to the Mayor and City Council for the proper direction of all affairs of the City. The City Manager is the chief administrative officer for the daily operations of the City of Decatur, supported by the Deputy. This department's duty is to develop and implement management programs designed to enhance workforce productivity, improve service delivery, and maximize efficiencies, across all functions and departments within the City. This department also leads the City's public information, media relations & communication strategies, and Freedom of Information Act responses. In 2023 budget, GIS personnel and expenses are also moved into this department from Community Development. This is in recognition of the central role mapping and data management will play moving forward, through mapping, public data, and performance outcomes tracking.

Staffing

The Executive Department staffing includes one City Manager, one Deputy City Manager, the City Clerk, one Communication Coordinator, one GIS Administrator, one GIS Specialist and one Executive Assistant.

Budget Highlights

1. **The 2023 budget brings the city's GIS functions, personnel and related expenses under the Executive Department, in a new division of Data & Communications.**
2. **This budget again includes additional resources for community marketing, messaging and/or branding, that were not fully implemented in current year budget.**

Performance Outcomes

Performance Outcomes for the Executive Department are designed to reflect progress towards achieving the City Council's priorities as outlined in the budget.

1. The ability to propose a recommended budget that is balanced yet includes dedicated resources to achieve progress towards the City Council's stated priorities.
2. Improve City's perception amongst our businesses and residents.

3. Attract significant large commercial and industrial economic development projects to the City.
4. Improve employee retention and overall job satisfaction through job enhancement and employee recognition.
5. Attract top talent to lead the City's Departments and management team.

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
010 LEGISLATIVE							
10400101 LEGISLATIVE PERSONEL SVC							
409000	SALARIES	28,000	27,724	28,000	28,000	32,000	14
410700	FICA/MEDICARE	2,142	2,121	2,142	2,142	2,448	14
	10400101 Total:	**30,142**	**29,845**	**30,142**	**30,142**	**34,448**	**14**
10400102 LEGISLATIVE-OPERATING EXPENSE							
423300	TELEPHONE	1,016	1,284	1,200	1,200	1,200	
423903	MISCELLANEOUS EXPENSE	33	0	1,250	1,000	1,000	
424000	TRAINING SCHOOL EXPENSES	0	0	2,500	0	2,500	100*
424100	CONFERENCES & TRAVEL	2,259	1,735	12,000	1,000	8,000	>100*
424500	POSTAGE	0	1	0	0	0	
428400	MEMBERSHIP FEES	5,000	0	5,000	5,000	6,500	30
434500	OFFICE SUPPLIES	0	178	175	175	175	
435700	RECOG SUPPLIES	0	70	1,500	2,683	2,700	1
442300	RISK MANAGEMENT INSURANCE	204	216	420	420	440	5
445400	SISTER CITY PROGRAM	0	0	7,500	300	7,500	>100*
	10400102 Total:	**8,512**	**3,484**	**31,545**	**11,778**	**30,015**	**>100***
	LEGISLATIVE TOTAL:	**38,654**	**33,329**	**61,687**	**41,920**	**64,463**	**54**

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
015 EXECUTIVE							
10400151 CITY MGR PERSONNEL SVCS							
409000	SALARIES	461,515	475,818	559,197	559,197	503,924	(10)
410100	OVERTIME	0	0	2,000	0	0	
410500	PENSION CONTRIBUTION	49,560	54,395	40,307	40,307	30,639	(24)
410700	FICA/MEDICARE	31,634	33,035	39,402	39,402	38,627	(2)
411100	LIFE INSURANCE	1,347	1,365	1,678	1,678	1,000	(40)
411200	MEDICAL INSURANCE	70,200	71,400	97,500	97,500	83,200	(15)
411500	SERVICE RECOGNITION	670	710	375	375	1,000	>100*
411600	EMPLOYEE RELOCATION	4,131	0	0	0	0	
413100	CITY MANAGER ALLOWANCE	13,200	13,200	13,200	13,200	13,200	
	10400151 Total:	**632,257**	**649,923**	**753,659**	**751,659**	**671,590**	**(11)**
10400152 CITY MGR OPERATING EXP							
411300	TO EMPL BENEFITS-UNEMPLOYMENT	120	156	192	192	202	5
420100	ADVERTISING	17,853	21,160	12,500	20,000	20,000	
420200	PRINTING AND BINDING	572	0	300	0	300	100*
423100	ELECTRICITY	0	116	0	0	0	
423300	TELEPHONE	926	1,129	1,680	1,680	1,680	
423400	WATER	0	101	0	200	200	
424100	CONFERENCES & TRAVEL	225	2,467	13,000	5,000	9,000	80
424500	POSTAGE & MAIL SERVICES	411	65	1,650	1,000	1,000	
426000	RECRUITING AND TESTING	131	0	0	0	0	
427100	TEMPORARY AGENCY FEES	1,053	0	0	0	0	
428000	PROFESSIONAL SERVICES	4,279	19,946	45,000	20,000	20,000	
428400	MEMBERSHIP FEES	12,961	11,387	20,550	12,000	13,500	13
428500	BUSINESS EXPENSE & SUPPLIES	767	701	1,200	9,000	9,000	
428800	RENTAL - COPY MACHINE	2,569	2,566	6,400	6,400	6,400	
430200	PUBLICATIONS	3,780	4,301	4,500	10,000	10,000	
431500	LICENSING SUPPLIES	0	0	900	0	900	100*
434500	OFFICE SUPPLIES	530	787	2,400	2,000	2,400	20
435700	EMPLOYEE RECOG SUPPLIES	68	270	300	300	300	
442300	RISK MANAGEMENT INSURANCE	1,200	1,068	1,668	1,668	1,700	2
449200	TAX & INSURANCE PAYMENTS	0	1,479	0	0	0	
449900	SMALL CAPITAL ITEMS	0	1,627	2,500	2,500	2,500	
	10400152 Total:	**47,445**	**69,326**	**114,740**	**91,940**	**99,082**	**8**
	EXECUTIVE TOTAL:	**679,702**	**719,249**	**868,399**	**843,599**	**770,672**	**(9)**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**679,702**	**719,249**	**868,399**	**843,599**	**770,672**	
	SURPLUS (DEFICIT):	**(679,702)**	**(719,249)**	**(868,399)**	**(843,599)**	**(770,672)**	

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
018	**COMMUNICATIONS & DATA**						
10410181	**COMMS & DATA PERSONNEL SERVICE**						
409000	SALARIES	0	0	0	0	213,210	100*
410500	PENSION CONTRIBUTION	0	0	0	0	12,963	100*
410700	FICA/MEDICARE	0	0	0	0	16,311	100*
411100	LIFE INSURANCE	0	0	0	0	1,000	100*
411200	MEDICAL INSURANCE	0	0	0	0	62,400	100*
	10410181 Total:	**0**	**0**	**0**	**0**	**305,884**	**<(100*)**
10410182	**COMMS & DATA OPERATING EXPENSE**						
420100	ADVERTISING	0	0	0	0	1,500	100*
420200	PRINTING AND BINDING	0	0	0	0	1,000	100*
423300	TELEPHONE	127	137	0	12	0	(100*)
424100	CONFERENCES & TRAVEL	401	1,371	0	0	6,000	100*
424500	POSTAGE	1,249	658	0	61	500	>100*
427100	TEMPORARY AGENCY FEES	1,751	0	0	0	0	
428000	PROFESSIONAL SERVICES	0	1,412	0	0	75,000	100*
	City website redesign					75,000	
428400	MEMBERSHIP FEES	85	515	0	0	1,000	100*
428800	RENTAL-COPY MACHINE	2,499	2,304	0	472	0	(100*)
430200	PUBLICATIONS	51	0	0	0	500	100*
431500	LICENSING SUPPLIES	110	105	0	0	0	
434500	OFFICE SUPPLIES	471	351	0	279	400	43
449900	SMALL CAPITAL ITEMS	0	0	0	0	1,000	100*
474002	GEOGRAPHIC INFORMATION SYSTEM	0	0	0	0	133,500	100*
	ETSB aerial imagery					20,000	
	GeoEvent Smart City live event tracking					25,000	
	ESRI annual conference					6,000	
	IL GIS Association annual conference					1,500	
	Regional GIS events					500	
	Drone pilot license					300	
	IL GIS Association annual membership					200	
	Outside GIS technical support					15,000	
	ArcGIS Premium software					10,000	
	ESRI Annual software maintenance					55,000	
	10410182 Total:	**6,744**	**6,853**	**0**	**824**	**220,400**	**>100***
	COMMUNICATIONS & DATA TOTAL:	**6,744**	**6,853**	**0**	**824**	**526,284**	**>100***
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**6,744**	**6,853**	**0**	**824**	**526,284**	
	SURPLUS (DEFICIT):	**(6,744)**	**(6,853)**	**0**	**(824)**	**(526,284)**	

HUMAN RESOURCES

Program Description

The Human Resources Department provides leadership, direction, and support to all City departments and over 495 employees. The department is responsible for coordinating staffing needs, researching, and administering a market driven compensation program, ensuring the completion of the performance evaluation process, administering the Employee Assistance Program (EAP), and ensuring compliance with all state and federal laws related to employment.

The Human Resources Department is also responsible for coordination of all activities related to both the Civil Service and Human Relations Commissions, providing for consistent and uniform administration of collective bargaining agreements, and assuring a drug free workplace.

- Recruitment
- Compensation
- Performance Appraisal
- Benefits
- Law Compliance

Staffing

The Human Resources Department staffing includes (1) Director, (1) Human Resources Manager and (2) Administrative staff.

Budget Highlights

1. The City of Decatur strives to recruit a qualified and diverse workforce. Expenses related to recruitment of candidates are reflected in the Recruitment and Testing line item. This line items includes but is not limited to fees associated with facility rentals, costs related to written materials for testing, costs related to additional manpower, hire back of Emergency Medical Personnel, and annual membership fees for recruitment associations.

2. **Tuition Reimbursement**
   This line item includes cost related to professional certifications and educational opportunities to enhance skills for future growth within the organization.

3. **Training Services**
   Proper training will arm the City's supervisors with the vital skills needed to keep employees motivated, productive and committed to the organization. Having mangers with the proper skillsets can have a significant impact on morale, turnover and retention.

Performance Outcome(s)

Performance Outcomes are designed to reflect both the input of resources and the output of services for the Human Resources function. The goal is to identify and score relative performance based on goal attainment for specified outcomes. Listed below are several specific outcomes that will continue be measured by the Human Resources Department:

1. **Succession Plans:**

The Human Resources Department will continue to work with department directors to develop individual succession plans. As of today's date, successors have been identified for at least (5) out of (8) Department Director roles within the organization. Currently we are at stage four of the process, which is develop and implement succession and knowledge transfer plans. This step requires the following:

- Defining the learning, training, and development experiences that the organization requires for leadership positions and other key areas and positions
- Linking employees' learning plans to the knowledge, skills, and abilities required for current and future roles
- Discussing with employees how they can pass on their corporate knowledge

2. Tracking the percentage of employees receiving complete annual performance reviews and work plans (goals).

3. In collaboration with the Decatur Police Department, increase the number of minority and female police officers as tracked by Human Resources on a year over year basis.

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
016 HUMAN RESOURCES							
10410161 H/R PERSONNEL SERVICES							
409000	SALARIES	281,713	291,088	307,089	307,089	327,097	7
410100	OVERTIME	821	668	1,000	4,000	1,000	(75)
410500	PENSION CONTRIBUTION	29,783	33,472	27,882	27,882	19,994	(28)
410700	FICA/MEDICARE	20,798	21,404	23,569	23,569	25,156	7
411100	LIFE INSURANCE	838	865	901	901	1,000	11
411200	MEDICAL INSURANCE	70,200	71,400	78,000	78,000	83,200	7
411500	SERVICE RECOGNITION	695	745	115	115	745	>100*
	10410161 Total:	**404,848**	**419,642**	**438,556**	**441,556**	**458,192**	**4**
10410162 H/R OPERATING EXPENSES							
411300	TO EMPL BENEFITS-UNEMPLOYMENT	156	156	156	156	164	5
420100	ADVERTISING	5,279	8,065	15,000	5,000	15,000	>100*
	Employment advertisements for recruitment. Includes but not limited to newspaper ads, advertisements in professional publications and websites, and public notices.					15,000	
423300	TELEPHONE	1,007	1,122	1,200	1,200	1,200	
423903	CV19 COVID-19	28	0	0	0	0	
424100	CONFERENCES & TRAVEL	807	1,082	1,500	500	1,500	>100*
	Allows for an expansion of knowledge and educational updates related to human resources and training activities. Also provides an opportunity to network with other like minded professionals in the the public sector arena.					1,500	
424500	POSTAGE	914	1,068	1,000	1,000	1,500	50
426000	RECRUITING AND TESTING	6,828	17,589	30,000	20,000	30,000	50
	Expenses related to employment recruiting and testing/related activities					30,000	
426500	MEDICAL SERVICES	25,958	39,293	30,000	30,000	30,000	
427100	TEMP AGENCY SERVICES	0	0	3,000	0	3,000	100*
427200	TUITION REIMBURSEMENT	3,544	7,245	15,000	16,000	16,000	
427300	TRAVEL INTERVIEW EXP	170	0	2,500	200	2,500	>100*
428000	PROFESSIONAL SERVICES	25,915	18,452	28,800	28,800	28,800	
	Expenses related to the Human Relations function addressed in Chapter 28 of the City Code. Independent Contractor expenses.					28,800	
428010	TRAINING SERVICES	0	0	24,900	0	24,900	100*
	Coordinate training programs for both supervisory and line staff.					24,900	
428400	MEMBERSHIP FEES	1,245	1,095	1,500	400	1,500	>100*
	Professional Membership Fee (HR and Compensation and Human Relations)					1,500	
428800	RENTAL - COPY MACHINE	1,549	1,524	2,500	2,500	2,500	
434500	OFFICE SUPPLIES	1,599	1,244	1,500	1,500	1,500	
435700	EMPLOYEE RECOGNITION SUP	1,364	2,115	2,000	500	2,000	>100*
442300	RISK MANAGEMENT INSURANCE	1,488	1,320	1,692	1,692	1,800	6

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
016 HUMAN RESOURCES							
10410162 H/R OPERATING EXPENSES							
448500	HUMAN RELATIONS COMMIS	1,014	28	1,500	200	1,500	>100*
	10410162 Total:	**78,865**	**101,398**	**163,748**	**109,648**	**165,364**	**51**
	HUMAN RESOURCES TOTAL:	**483,713**	**521,040**	**602,304**	**551,204**	**623,556**	**13**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**483,713**	**521,040**	**602,304**	**551,204**	**623,556**	
	SURPLUS (DEFICIT):	**(483,713)**	**(521,040)**	**(602,304)**	**(551,204)**	**(623,556)**	

INFORMATION TECHNOLOGY DEPARTMENT

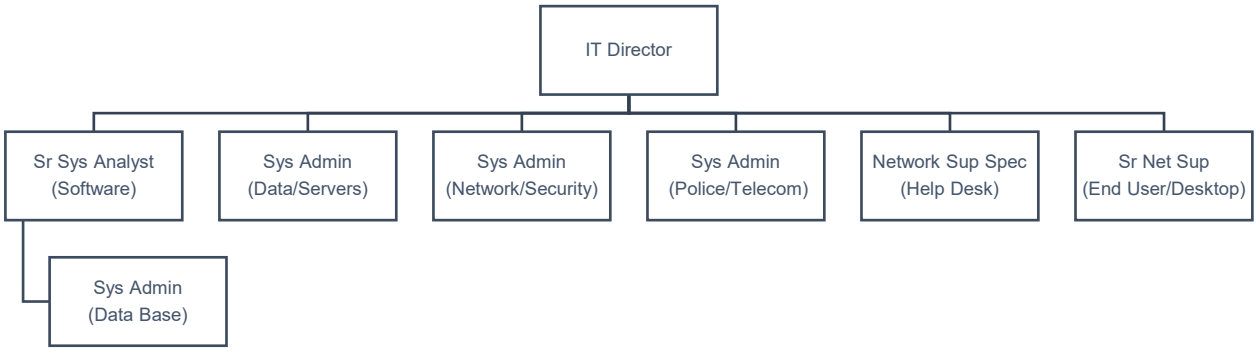
Program Description

The Information Technology (IT) Department at the City of Decatur is committed to providing a safe computing environment including strategic planning, data protection, and support for telecommunications, computer infrastructure, software, application development, City website development, computer desktop environments, and city-wide fiber network management for the City of Decatur. The IT staff researches and implements cost effective solutions which enhance the City's ability to provide protected quality services to City staff and in turn to the citizens of Decatur. Data security and protection remains our number one priority to safeguard the city systems and users from cyber and malware attacks.

IT operations is funded by the General Fund. IT also has responsibility for Fund 40 and Enterprise Fund 77. Fund 40 is the Public Education & Government (PEG) fund where the City receives revenues for franchise rights granted allowing the installation and operation of a cable communication network and for expenditures defraying the operational cost of the public education and government television station. Enterprise Fund 77 is the City Fiber Optics Enterprise Fund which accounts for the construction, operation, and maintenance of the City owned fiber optics network. Revenues are generated in this fund through the sale of physical fibers within the city fiber network and/or the re-sale of internet access through its connection with the Illinois Century Network.

Staffing

The IT staffing remained stable with 8 skilled IT resources- 1 administrative, 2 application support, 3 System Administrators, and 2 Helpdesk/End User Support personnel. IT is planning for the retirement of our Sr. Systems Analyst by the end of FY2022. Resource will be replaced with a resource who is competent with application support, business analysis, and will have a specific emphasis in web development and support. Outside of this retirement replacement, the IT staffing will remain the same in FY2023.



Budget Highlights

A) General Fund

The proposed 2023 budget for IT consists of ongoing commitments to the support and operations of the systems and solutions being used by City Staff. The following are areas of consideration outside of the usual:

1. The IT Department's General Fund expenditures for FY2023 are more than pre-pandemic levels as we try to catch up on IT infrastructure that has or is falling into obsolescence. FY2022 has proven to be a difficult year due to the computer chip manufacturing and shipping and procurement crisis. The City's financial situation looks good and strong but getting infrastructure product has been difficult. The IT department budgeted some Large Capital in FY2023 in an attempt keep technologies away from obsolescence and to increase our security posture and reduce our cyber security risks:
    1. A project was started in 2021 to upgrade the city phone system. Due to the ongoing supply chain issues with obtaining goods and supplies, two hardware components for this upgrade were placed on back-order with an expected delivery date of February 2022. As of this writing, the City IT Department still has not received this equipment and this expenditure was carried into the FY2023 budget as the new estimated time of arrival is into FY2023.
    2. Upgrades for several data network components which have fallen into obsolescence are also getting caught up in the chip manufacturing and shipping crisis. As time goes on these issues increase security risk due to being unsupported for security patching. Meanwhile, more and more data networking equipment is falling into this same risk. The FY2023 budget accounts for product that was ordered in FY2022 but will not be received until FY2023 and additional products like network firewalls at a cost of $120,000 and city core network backbone switches at a cost of $74,930 will fall into obsolescence in FY2023.

    3. Also, replacement of an 8-year-old data storage cabinet that will be at end of life/support after 12/31/2022. Risk of not replacing this data storage layer is component failure and the risk of not being able to find the needed replacement part(s). Also, the manufacturer discontinues security updates to the storage layer which decreases security of that data.
2. Although we reduced hardware maintenance in several areas, the hardware warranty for data storage added for police body worn cameras in late FY2021 will expire in FY2023. For the protection of these data assets, we need to maintain a hardware service contract on this equipment which will increase the Service MIS Equipment budget by $38,000 in FY2023.
3. Outside of personnel, computer software maintenance remains largest expense area in IT. The FY2023 budget represents an increase over FY2022 of nearly 12%. Most of our large software providers increased their annual maintenance in FY2022 at or near the maximum allowed by each contract which varies between 3% and 5%. The same vendors are reporting a similar increase over pre-pandemic amounts in FY2023, increasing this budget area by nearly $30,000. Other increases in software maintenance are as follows:

    1. Maintenance for the Tyler Citizen Self-Serve Module $5,500
    2. Move Exchange email to Exchange on-line SAS solution $37,240

    It is important to note that moving email to an external SAS solution dramatically decreases the City's exposure to cyber-attacks and should be considered a mitigation step with reducing the likelihood of a ransomware attack here at the City of Decatur.
4. Local governments, large and small, face increasing Cyber threats because of being connected to the World Wide Web (Internet). The City IT Department continues to be on high alert regarding protecting city systems and data assets. Filters and gateway appliances report and mitigate thousands of risks daily. With the adoption of the FY2023 General Fund Budget, it should be noted that the City of Decatur will be spending $119,240 annually on Data Network Security including the Email SAS solution mentioned above.
5. All other expense categories in FY2023 are anticipated to remain flat in spending compared to FY2022.
6. Reducing overall expenses in the IT Department continues to be a focus area. Although we watch for expense reductions in every aspect of IT and during all purchases, we are focusing extended efforts in two main areas:
    1. For the past several years, IT has evaluated replacing our Enterprise Resource Planning (ERP) system from Tyler Technologies to a less costly model that still meets the needs of the city without reduction in functionality. The nearly three-million-dollar cost to replace what we have coupled with the steep disruption in business with installing a new solution pushed the cost of changing the ERP system to be nearly four

million dollars at a time where economic development, pensions, police, fire, cyber security, and other significant initiatives need unprecedented funding. After comparing what we currently use with the on-going cost of a replacement system, it was determined that significant savings could not be obtained through replacement of ERP system. The Tyler system is not perfect, but it does adequately meet the needs of running city business and is getting better as we maximize its use and streamline operations within the same cost framework. Ongoing efforts will continue to insure we are getting as much value out of our investment as we can.

2. In 2018, IT inventoried all self-developed applications (DB2) which totaled twenty-nine unique applications across the entire organization. The following was determined:
    a. Twelve of the DB2's could be moved to other systems currently being used by the city
    b. Seven more of the DB'2 be moved after upgrades are completed on our existing systems
    c. Ten other DB2' will require other solutions and/or a change of process to either eliminate them or incorporate them into solutions we currently do not have which will require an undetermined amount of cost. This will require a deeper dive to understand what to do going forward.
3. Progress has been slow with reducing the DB2 footprint but as of this writing the following DB2 applications have been migrated to the indicated solutions:
    a. 2019 – Police Investigation Reports to Police Records Management
    b. 2021 – Building Permits to OpenGov
    c. 2021 – Miscellaneous Fees and Permits to OpenGov
    d. 2021 – Plan Review to OpenGov
    e. 2022 – Sex Offender Tracking to shared app with Macon County
4. In FY2023, the following DB2 Applications are planning to be ready to use in the following indicated solutions:
    a. Employee Explorer to Tyler MUNIS Human Capital module
    b. False Alarms to Tyler MUNIS
    c. Lake Management to Tyler MUNIS
    d. Code Enforcement/Weeds to OpenGov
    e. Rehab Tracking to OpenGov
    f. Noise to INCODE

Performance Outcomes

I. Total IT cost per City FTE
II. % reduction in IT Help Desk tickets year over year
III. % reduction of unplanned IT System's downtime year over year
IV. % increase of hits on City Website year over year
V. % projects leveraging City Fiber in support of city and neighborhood revitalization year over year

The following spreadsheet reflects data gathered so far concerning IT performance outcomes. Data for 2022 is annualized to establish an estimate of IT performance outcomes for the entire 2022 year. These amounts will be corrected when actual 2022 data is available for the rest of the year. For Performance Outcome IV, we have been experiencing a decline in city website hits for most of this year. A multidisciplinary group has been discussing ways to bring more value to the city website. We have an IT employee retiring at the end of 2022 and the intent is to replace that position with someone who has more skills with web strategies and web development.

IT PERFORMANCE OUTCOMES RESULTS

Last Revised 9/22/2022

	FY2020	FY2021	FY2022
I. Total I.T. cost per City FTE **Data Source – Finance Department**	$3,901.79	$4,123.94	$3,925.63
II. % reduction in I.T. Help Desk tickets year over year **Data Source - Spiceworks Support Ticket System**	-3.66%	-5.18%	-6.49%
III. % reduction of unplanned I.T. System's downtime year over year * **Data Source - Manual Log**	-88.00%	25.00%	-2.5%
IV. % increase of hits on City Website year over year **Data Source - WebMaster Google Analytics**	15.23%	10.19%	-2.31%
V. % projects leveraging City Fiber in support of city neighborhood revitalization year over year **Data Source - IT Project Log / completed Projects**	11.11%	16.67%	9.38%

* Measured in Minutes

Other Software

Software Solutions Funded in Other Departments (Estimated)

Department	Software	Annual Costs
Legal	West Group (Westlaw Computerized Legal Research)	$14,000
Finance	Azavar Audit Solutions	$2,100
Various Departments	Adobe Acrobat Pro $200 x 5	
Police	Elineup LLC (annual Maintenance)	$600
	Genetec License Plate Recognition Software	$3,000
	Central Square (OSSI Police Management Software) – some reimbursement from DFD, MSO and MTZ	$92,000
	Evidence Vault Maintenance (interview room cameras)	$3,900
	Power DMS	$23,660
	Virtual Graffiti/Fortinet Mobile Data Security	$3,691
	Digiticket	$7,200
	Freedom Application	$2,400
Fire	TargetSolutions	$10,813
	ESO Solutions (FireHouse)	$3,426
	Superion (OSSI Maintenance Fees) Fire Department Portion	$3,233
	Freedom Mobile Application	$160
Public Works	DLT Solutions (AutoCad software)	$10,355
	TriTech Software (pavement management software)	$2,072
	EPrimSoftware (minority business enterprise (MBE) tracking)	$25,000
Library	Techsoup Global	$300
	Bibliotheca, LLC – Service Renewal – 5 licenses	$1,245
	Bibliotheca, LLC – Self Checks	$1,500
	Techsoup Global (127033) – Symantec Endpoint Protection	$984
	Thinkstat (MyLibro)	$1,575
	Bridgeall Libraries limited – annual subscription	$12,500
	Stackmap, LLC – Collection mapping subscription	$3,168

Department	Software	Annual Costs
	Icewarp Email subscription	$2,900
	ZooBean, Inc (Beanstack plus)	$2,295
	Faronics Deep Freeze	$1,600
	Patron Point – Email Marketing Software	$8,500
Fleet	Drollinger Tool – Annual scan tool update	$750
	Helm, Inc – IDS Software subscription renewal	$800
	Michell 1 – Mitchell 1 subscription	$2,460
	Faster - Fleet maintenance software annual renewal	$9,419
Sewer	Granite Net	$1,050
	Sewer Acoustic Tool	$800
Traffic	Motorola Solutions (Radio's)	$11,000
Transit	RTA Fleet Management Software Maint	$2,200
	AngelTrax Camera Software Maintenance	$11,560
	Cloudpoint Geographics	$4,200
Water	Automated Water Meter Maintenance & Itron Analytics	$38,362
	Concentric Integration and support (SCADA)	$28,042
	United Systems	$1,568
Water Services	Alpha Software	$7,192
Risk Management	Target Solutions used for annual city employee education	$11,269
TOTAL		**$374,849**

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
017	**INFORMATION TECHNOLOGIES**						
10410171	**IT PERSONNEL SERVICES**						
409000	SALARIES	776,566	761,567	682,947	682,947	717,275	5
410100	OVERTIME	5,635	6,099	5,000	5,000	6,500	30
410500	PENSION CONTRIBUTION	83,023	89,473	62,259	62,259	44,309	(29)
410700	FICA/MEDICARE	58,037	57,258	52,628	52,628	55,751	6
411100	LIFE INSURANCE	2,066	2,075	1,898	1,898	2,200	16
411200	MEDICAL INSURANCE	175,500	164,400	156,000	156,000	166,400	7
411500	SERVICE RECOGNITION	4,160	4,410	5,000	5,000	5,000	
	10410171 Total:	**1,104,987**	**1,085,282**	**965,732**	**965,732**	**997,435**	**3**
10410172	**IT OPERATING EXPENSES**						
411300	TO EMPL BENEFITS-UNEMPLOYMENT	348	384	300	300	315	5
421700	SERV TO MAINT COMM EQUIP	6,880	0	0	0	0	
422300	SERVICE MIS EQUIP	52,594	87,175	47,692	58,570	74,776	28
423300	TELEPHONE/INTERNET	9,012	8,092	7,379	6,216	6,599	6
424000	TRAINING & TRAVEL	599	469	14,085	9,500	13,911	46
	CISCO MODELING LAB SUBSCRIPTION CISCO PRODUCT DEPLOYMENT TESTING					500	
	LOCAL EDUCATION FOR IT EMPLOYEES TO MAINTAIN TECHNOLOGY KNOWLEDGE LEVEL					3,000	
	SQL SERVER TRAINING MAINTAIN CURRENT RELEASE EDUCATION					1,100	
	TROUBLESHOOTING MS WINDOWS VERSION 11 CONTINUING EDUCATION FOR DESKTOP GROUP					1,200	
	TYLER MUNIS PACE HOURS ADVANCED ONLINE EDUCATION FOR MUNIS USERS					8,111	
424100	CONFERENCES & TRAVEL	510	1,338	9,000	1,034	9,000	>100*
	ILLINOIS TYLER MUNIS USER GROUP MEETING PEER COLABORATION AND EDUCATION					500	
	TYLER CONNECT USER CONFERENCE (NATIONAL) PEER COLABORATION AND EDUCATION					3,500	
	LASERFICHE DOCUMENT MANAGEMENT CONFERENCE PEER COLABORATION AND EDUCATION					2,500	
	ANNUAL GMIS CONFERENCE (KANSAS CITY) PEER COLABORATION AND EDUCATION					2,500	
424500	POSTAGE	1	1	100	20	100	>100*

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
017	**INFORMATION TECHNOLOGIES**						
10410172	**IT OPERATING EXPENSES**						
424700	COMPUTER SOFTWARE	379,820	423,917	555,882	569,824	598,172	5
	CIS INTERNET CYBER SECURITY DATA SECURITY - FIRST LAYER OF DEFENSE FOR ATTACKS					10,700	
	IBM DB2 MAINTENANCE RENEWAL REQUIRED FOR DB2 APPLICATIONS					11,732	
	LASERFICHE ANNUAL MAINTENANCNE DOCUMENT MANAGEMENT APPLICATION MAINTENANCE					15,500	
	MICROSOFT OFFICE 365 LICENSING ANNUAL LICENSING TO USE OFFICE 365					42,400	
	NEOGOV APPLICANT TRACKING SOFTWARE ANNUAL SOFTWARE AS A SERVICE					13,874	
	SAA APPLICATION USED BY THE PLANNING DIVISION REPLACED DB2 APPS AND EXPANDED CAPABILITES					74,694	
	VEEAM BACKUP MAINTENANCE RENEWAL DATA SECURITY - DATA BACKUP & RECOVERY					12,456	
	CISCO DUO AUTHENTICATION SOLUTION DATA SECURITY - MULTIFACTOR AUTHENTICATION - CJIS					8,100	
	VMWARE SOFTWARE MAINTENANCE VIRTUAL SERVER INFRASTRUCTURE MAINTENACE					32,340	
	FLEX EA ON PREM & UCCX LICENSING ANNUAL PHONE SYSTEM MAINTENANCE					20,000	
	ARC TITAN EMAIL ARCHIVING REPLACES OUT OF DATE GFI ARCHIVER					18,000	
	MUNIS MAINTENANCE AND LICENSE FEES ANNUAL SUPPORT FOR THE MUNIS SYSTEM					205,058	
	INCODE COURT MANAGEMNENT SYSTEM INCLUDES THIRD PARTY SOFTWARE AND TCM					47,955	
	EXCHANGE ONLINE - EMAIL CLOUD BASED CITYEMAIL					37,240	
	SOFTWARE SUPPORT ITEMS UNDER $8K EACH VARIOUS OTHER SOFTWARE SUPPORT ITEMS					48,123	
428000	PROFESSIONAL SERVICES	19,586	19,447	10,800	8,403	10,800	29
	ADHOC BILABLE VENDOR SUPPORT ADAVNCED INFRASTRUCTURE SUPPORT AS NEEDED					9,000	
	ADHOC SUPPORT FOR CITY WEBSITE ADVANCED SUPPORT FOR CITY WEBSITE					1,800	
428400	MEMBERSHIP FEES	475	475	975	725	800	10
	GMIS MEMBERSHIP ANNUAL MEMBERSHIP FEES					500	
	VMUG ANNUAL MEMBERSHIP DUES VMWARE USER GROUP					300	
434500	OFFICE SUPPLIES	1,295	30	300	189	300	59
435700	EMPLOYEE RECOG SUPPLIES	0	0	200	100	200	100
442300	RISK MANAGEMENT INSURANCE	4,704	4,632	5,328	5,328	6,000	13

10 GENERAL FUND

017 INFORMATION TECHNOLOGIES

10410172 IT OPERATING EXPENSES

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
449900	SMALL CAPITAL ITEMS	24,208	52,928	58,595	58,100	64,475	11
	DATA NETWORK CONNECTION SUPPLIES CABLES, PATCH CORDS, PATCH PANNELS, CAT 6 PATCHES					20,000	
	DESKTOP REPLACEMENTS FOR VARIOUS STAFF & LOCATIONS 12 UNITS					15,900	
	MICSELANEOUS COMPUTER REPAIR PARTS REPAIR PARTS FOR EXISTING DESKTOPS					10,325	
	40 22" MONITOR REPLACEMENTS SPARE UNITS FOR FAILED MONITORS					10,000	
	15 VIRTUAL WORKSTATIONS REPLACE 15 PHYSICAL COMPUTERS WITH ZERO CLIENTS					8,250	
449950	LARGE CAPITAL ITEMS	70,334	79,030	176,300	165,000	269,730	63
	PHONE SYSTEM MASTER ROUTER (CVC & DPD) UNITS ON BACK ORDER SINCE 2/1/2022					9,800	
	NETAPP DATA STORAGE ARRAY UNIT NO LONGER SUPPORTED PAST MAY 2023					65,000	
	CITY CORE DATA NETWORK BACKBONE SWITCHES CURRENT NETWORK CORE END OF LIFE 12/31/2022					74,930	
	CITY INTERNET FIREWALLS UNITS NOLONGER SUPPORTED AFTER AUGUST 2023					120,000	
455100	LEASE PAYMENT	78,403	78,403	0	0	0	
474002	GEOGRAPHIC INFORMATION SYSTEM	44,332	19,144	0	0	0	
	10410172 Total:	**693,101**	**775,465**	**886,936**	**883,308**	**1,055,178**	**19**
	INFORMATION TECHNOLOGIES TOTAL:	**1,798,088**	**1,860,747**	**1,852,668**	**1,849,040**	**2,052,613**	**11**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**1,798,088**	**1,860,747**	**1,852,668**	**1,849,040**	**2,052,613**	
	SURPLUS (DEFICIT):	**(1,798,088)**	**(1,860,747)**	**(1,852,668)**	**(1,849,040)**	**(2,052,613)**	

LEGAL DEPARTMENT

Program Description

The activities of the City of Decatur Legal Department are focused on prosecuting and defending the City in all claims or actions of any nature by or against the City, representing and advising the City Council, Boards and Commissions of the City, the City Manager, City officers and employees on matters pertaining to City affairs, preparing and/or approving all contracts, leases, real estate documents on behalf of the City, and other legal matters as arise. The Legal Department is a General Fund supported municipal service.

Staffing

The Legal Department employs seven full time staff consisting of three licensed attorneys, one legal assistant and three legal secretaries.

Budget Highlights

The proposed staffing, training, and resource levels of the Legal Department in FY 2023 are nearly identical to those of the previous fiscal years. There are no significant highlights, additions, or deletions proposed for this fiscal year.

Performance Outcomes

The use of quantifiable performance outcomes is being added to the budget because approval of the annual budget is an important mechanism for effecting change in service outcomes.

Performance outcomes for the Legal Department include:

1. The percentage of administrative cases decided in favor of the City in Administrative Court.
    a. FY2022 performance measures, the percentage of administrative cases decided in favor of the City in Administrative Court to date is similar to previous years at above ninety (90) percent. While that may seem high, it is important to remember that there are multiple reviews prior to filing by the departments involved in enforcement activities.
2. The cost per case of those filed in the Administrative Court system.
    a. The cost per case of those cases filed in the Administrative Court system is also relatively consistent with previous years at approximately sixty (60) dollars per case.
    b. There are variables not included, such as the vehicle costs of inspectors, IT troubleshooting, and set up costs.
3. The rate of final case disposition for revitalization litigations initiated by the City remains at one hundred percent.

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
020	**LEGAL**						
10420201	**LEGAL PERSONNEL SVCS**						
409000	SALARIES	575,023	598,622	616,237	616,237	574,283	(7)
410500	PENSION CONTRIBUTION	62,565	71,240	55,769	55,769	35,068	(37)
410700	FICA/MEDICARE	42,493	44,553	47,142	47,142	44,124	(6)
411100	LIFE INSURANCE	1,696	1,779	2,000	2,000	2,000	
411200	MEDICAL INSURANCE	87,075	85,200	102,375	102,375	124,800	22
411500	SERVICE RECOGNITION	2,340	2,498	2,500	2,500	2,365	(5)
	10420201 Total:	**771,192**	**803,892**	**826,023**	**826,023**	**782,640**	**(5)**
10420202	**LEGAL OPERATING EXPENSE**						
411300	TO EMPL BENEFITS-UNEMPLOYMENT	264	264	264	264	277	5
423300	TELEPHONE	2,031	2,192	2,500	1,478	2,500	69
424100	CONFERENCES & TRAVEL	2,028	4,093	12,000	7,561	12,000	59
424500	POSTAGE	5,462	7,910	7,500	10,000	13,000	30
424600	HEARING OFFICER	10,430	13,800	25,000	12,870	25,000	94
424700	COMPUTER SOFTWARE	12,802	12,234	19,400	12,000	19,400	62
425300	RECORDING FEES	74	506	800	192	800	>100*
426300	LITIGATION SERVICES	11,931	14,103	10,000	20,000	30,000	50
428000	PROFESSIONAL SERVICES	5,140	2,118	80,000	0	106,000	100*
	HR personnel matters					6,000	
	Labor relations					75,000	
	Codification services					25,000	
428000	HR PERSONNEL MATTERS	320	2,210	0	5,000	0	(100*)
						0	
428000	LR LABOR RELATIONS	55,137	69,603	0	75,000	0	(100*)
						0	
	428000 Total:	*60,598*	*73,931*	*80,000*	*80,000*	*106,000*	
428400	MEMBERSHIP FEES	4,223	4,437	5,500	4,001	5,500	37
428800	RENTAL - COPY MACHINE	818	759	1,700	1,072	1,700	59
430200	PUBLICATIONS	8,448	10,520	7,500	5,500	7,500	36
431710	ADMINISTRATIVE COURT EXPENSES	1,977	2,070	2,200	1,316	2,200	67
434500	OFFICE SUPPLIES	2,027	2,464	3,000	1,441	3,000	>100*
442300	RISK MANAGEMENT INSURANCE	1,944	1,716	2,172	2,172	2,300	6
442500	SURETY BONDS	0	122	100	86	100	16
449900	SMALL CAPITAL ITEMS	0	0	500	68	500	>100*
	10420202 Total:	**125,056**	**151,121**	**180,136**	**160,021**	**231,777**	**45**
	LEGAL TOTAL:	**896,248**	**955,013**	**1,006,159**	**986,044**	**1,014,417**	**3**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**896,248**	**955,013**	**1,006,159**	**986,044**	**1,014,417**	
	SURPLUS (DEFICIT):	**(896,248)**	**(955,013)**	**(1,006,159)**	**(986,044)**	**(1,014,417)**	

FINANCE DEPARTMENT

Program Description

Activities include Finance, Risk Management, Licensing, Purchasing and Utility Customer Service.

City fiscal affairs are the responsibility of the City Treasurer and Director of Finance, reporting to and under the direction of the City Manager.

The City Treasurer and Director of Finance is responsible for the annual independent audit, accounting and controlling of all financial activities, treasury activity receipt and disbursement management, debt management, investment of funds management, payroll administration including employee payroll and police and firefighter pension benefit payments, local tax administration including food & beverage, hotel use, and local motor fuel.

The City Treasurer & Director of Finance, functions as the Risk Manager for the city, a position that was eliminated circa 2016 to save operating expense, with the risk manager job duties absorbed by the City Treasurer and the Risk Management Administrator. Risk Management responsibilities include administration, management and oversight of business insurance matters (property & casualty, liability, workers compensation, safety programs and loss prevention), and administration, management and oversight of employee benefit insurance matters and programs (health, dental, vision, life insurance, wellness program, healthcare clinic, and other employee benefit offerings).

The Licensing function is responsible to administer the business, and activity licensing program as defined by City Code including the processing of new and renewal applications, ensuring the applicant meets all requirements necessary to secure a license or permit, and issuance of the license or permit (boat, piers, downtown parking, video gaming, place of amusement, street construction, hotel motel, garbage hauling, and more). It is responsible for administration of the Macon County and City pet registration activities (registration, delinquency notice, citations) under the contractual arrangement between the City of Decatur and Macon County Animal Control and is responsible for administration of all parking ticket matters post issuance of the ticket itself and any appeal adjudication. It is also responsible for account receivable collection activities for fees, fines, and charges for services due to the City.

The Purchasing function is responsible to secure the acquisition of all goods and services required by the various departments of the city to enable delivery and completion of services to city stakeholders.

Utility Customer Service Division is responsible for administration and management of water utility, sanitary sewer utility, and storm water utility and recycling program customer service matters and activities, including billing, collection, commencement, and termination of water service.

Staffing

The Finance Department is staffed with twenty-three (23) full time positions, including eight (9) management and thirteen (14) AFSCME union positions.
City Treasurer and Director of Finance
City Comptroller – plus six (7) financial support positions, including revenue receipt, accounts payable, licensing, cashiering, accounting, tax return processing, etc.
Budget & Revenue Officer
A new Accounting & Grant Compliance Officer position
Payroll Administrator
Risk Management Coordinator
Finance/Purchasing/Risk Assistant (assistance to finance, payroll, risk management)
Purchasing Manager – plus one (1) buyer
Utility Customer Service Manager – plus six (6) customer service representatives

Budget Highlights

Key Initiatives

- Successfully secured all internal and external financial reporting requirements in accordance with deadlines
- Secure all debt payments and debt covenants of the organization
- Completion of city annual financial audit
- Restarting of food & beverage tax reviews
- Deployment of Employee Health Clinic
- Deployment of city safety program improvements
- Work with local landlords to streamline water deposit handling
- Institute fee charge to customers making bill payment by credit card
- Encourage customers greater use of electronic and online payment methods, with technology assistance from IT

Performance Outcomes

Key Performance Metrics

- Utility customer service telephone calls handled
    - 2021: 52,280
    - 2022 (through September): 44,101
- Purchase Orders amounts per fiscal year.
    - 2019 Total $27,284,907
    - 2020 Total $16,183,196
    - 2021 Total $22,991,721
- Purchase Orders per fiscal year.
    - 2019: 2,613
    - 2020: 2,320
    - 2021: 2,284
    - 2022 (through August): 1,905

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
035	**FINANCE**						
10430351	**FINANCE PERSONNEL SVCS**						
409000	SALARIES	776,131	728,087	842,823	842,823	961,627	14
410100	OVERTIME	10,735	12,226	20,000	20,000	20,000	
410200	TEMPORARY SALARIES	0	0	0	0	8,000	100*
410500	PENSION CONTRIBUTION	78,206	75,235	78,085	78,085	59,595	(24)
410700	FICA/MEDICARE	58,173	55,233	66,006	66,006	75,595	15
411100	LIFE INSURANCE	1,510	1,512	1,868	1,868	1,600	(14)
411200	MEDICAL INSURANCE	191,016	178,290	234,000	234,000	291,200	24
411500	SERVICE RECOGNITION	2,505	2,318	5,560	2,400	2,400	
411600	EMPLOYEE RELOCATION	0	2,636	0	0	0	
	10430351 Total:	**1,118,276**	**1,055,537**	**1,248,342**	**1,245,182**	**1,420,017**	**14**
10430352	**FINANCE OPERATING EXP**						
411300	TO EMPL BENEFITS-UNEMPLOYMENT	492	492	528	528	554	5
420100	ADVERTISING	924	463	900	1,890	900	(52)
420200	PRINTING AND BINDING	926	1,091	1,200	1,500	1,500	
423300	TELEPHONE	2,137	2,285	2,340	2,204	2,340	6
423800	AUDITING SERVICES	82,044	90,215	105,000	97,230	105,000	8
423850	ACTUARIAL SERVICES	18,083	31,933	27,000	27,000	28,000	4
423900	BANKING SERVICES	9,185	10,644	9,840	10,826	11,400	5
423901	BANKING SERVICE CHARGES	23,641	178	900	14,344	33,000	>100*
423902	CREDIT CARD FEES	11,722	5,654	0	0	0	
423903	MISCELLANEOUS EXPENSE	1,705	1,707	2,100	2,760	2,700	(2)
424000	TRAINING SCHOOL EXPENSES	619	0	4,500	1,200	4,500	>100*
424100	CONFERENCES & TRAVEL	405	0	12,000	3,000	12,000	>100*
424500	POSTAGE & MAIL SERVICES	20,123	21,770	22,800	23,763	25,000	5
424700	COMPUTER SOFTWARE	0	0	600	2,291	2,400	5
425500	APPLICATION FEES	610	610	640	650	650	
427100	TEMPORARY AGENCY FEES	3,243	8,370	0	4,441	4,500	1
428000	PROFESSIONAL SERVICES	32,029	146,423	89,000	60,000	60,000	
428400	MEMBERSHIP FEES	710	1,250	1,780	1,800	1,800	
428800	RENTAL - COPY MACHINE	3,299	3,605	3,900	5,479	5,600	2
430200	PUBLICATIONS	1,291	3,082	3,000	2,000	2,000	
431500	LICENSING SUPPLIES	10,933	8,328	9,000	9,000	9,000	
431800	PAYROLL SUPPLIES	1,224	1,552	1,800	2,400	2,400	
434500	OFFICE SUPPLIES	9,334	11,231	12,000	18,262	18,000	(1)
435700	EMPLOYEE RECOG SUPPLIES	70	383	1,000	1,000	1,000	
442300	RISK MANAGEMENT INSURANCE	3,948	3,444	3,912	3,912	4,100	5

10 GENERAL FUND		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
035 FINANCE							
10430352 FINANCE OPERATING EXP							
449900	SMALL CAPITAL ITEMS	0	7,183	8,000	3,000	6,000	100
	10430352 Total:	**238,697**	**361,893**	**323,740**	**300,480**	**344,344**	**15**
FINANCE	**TOTAL:**	**1,356,973**	**1,417,430**	**1,572,082**	**1,545,662**	**1,764,361**	**14**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**1,356,973**	**1,417,430**	**1,572,082**	**1,545,662**	**1,764,361**	
	SURPLUS (DEFICIT):	**(1,356,973)**	**(1,417,430)**	**(1,572,082)**	**(1,545,662)**	**(1,764,361)**	

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
037 PURCHASING							
10430371 PURCHASING PERSONNEL							
409000	SALARIES	167,526	167,001	124,347	124,347	136,000	9
410100	OVERTIME	0	0	2,000	2,000	6,000	>100*
410500	PENSION CONTRIBUTION	18,631	19,912	11,434	11,434	8,318	(27)
410700	FICA/MEDICARE	13,026	12,768	9,738	9,738	10,466	7
411100	LIFE INSURANCE	352	308	381	381	300	(21)
411200	MEDICAL INSURANCE	36,450	36,229	39,000	39,000	41,600	7
411500	SERVICE RECOGNITION	2,612	2,400	950	2,000	1,000	(50)
	10430371 Total:	**238,597**	**238,618**	**187,850**	**188,900**	**203,684**	**8**
10430372 PURCHASING OP EXPENSES							
420100	ADVERTISING	539	498	600	600	600	
420200	PRINTING AND BINDING	25	0	150	180	180	
423300	TELEPHONE	253	273	300	272	300	10
424000	TRAINING SCHOOL EXPENSES	0	0	2,400	1,200	2,400	100
424100	CONFERENCES & TRAVEL	0	0	1,200	724	1,200	66
424500	POSTAGE	221	301	200	161	300	86
424700	COMPUTER SOFTWARE	0	0	600	600	600	
428400	MEMBERSHIP FEES	280	325	750	900	900	
428800	RENTAL - COPY MACHINE	1,556	1,107	1,500	1,535	1,500	(2)
430200	PUBLICATIONS	0	0	700	685	700	2
434500	OFFICE SUPPLIES	617	864	600	996	750	(25)
449900	SMALL CAPITAL ITEMS	0	0	1,000	1,000	1,000	
	10430372 Total:	**3,491**	**3,368**	**10,000**	**8,853**	**10,430**	**18**
	PURCHASING TOTAL:	**242,088**	**241,986**	**197,850**	**197,753**	**214,114**	**8**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**242,088**	**241,986**	**197,850**	**197,753**	**214,114**	
	SURPLUS (DEFICIT):	**(242,088)**	**(241,986)**	**(197,850)**	**(197,753)**	**(214,114)**	

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
038	**CIVIC CENTER**						
10430382	**CIVIC CENTER OP EXPENSES**						
408899	MISC EXPENSE	280	0	0	0	0	
421000	SERVICE TO MAINT BUILDINGS	23,000	42,879	48,000	0	251,600	100*
	Misc. Bldg Expenses					51,600	
	Civic Center building security improvements					200,000	
423100	ELECTRICITY	34,877	56,499	56,000	56,000	54,000	(4)
423200	NATURAL GAS	6,084	7,299	9,300	9,300	12,000	29
424650	SECURITY	56,993	77,360	84,000	84,000	146,000	74
428060	JANITORIAL SERVICES	48,584	55,391	58,800	58,800	63,000	7
429900	CONTRACTUAL SERVICES	242	242	250	264	300	14
431200	JANITORIAL SUPPLIES	7,049	4,807	6,000	6,000	7,200	20
442300	RISK MANAGEMENT INSURANCE	5,544	6,984	9,204	9,204	9,660	5
449900	SMALL CAPITAL ITEMS	(1,481)	0	2,400	14,155	15,000	6
	10430382 Total:	**181,172**	**251,461**	**273,954**	**237,723**	**558,760**	**>100***
	CIVIC CENTER TOTAL:	**181,172**	**251,461**	**273,954**	**237,723**	**558,760**	**>100***
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**181,172**	**251,461**	**273,954**	**237,723**	**558,760**	
	SURPLUS (DEFICIT):	**(181,172)**	**(251,461)**	**(273,954)**	**(237,723)**	**(558,760)**	

GENERAL ADMINISTRATION DEPARTMENT

Program Description

The City General Administration budget is managed by the Executive Department (City Manager's Office). The General Administration Department has no staff and primarily serves to support various community entities which the City of Decatur financially supports.

This budget includes the City expenses for animal control services contracted for through Macon County. The City subsidies to the Visitors & Convention Bureau and to the Senior Center are contained within this budget.

The lease payment for the City offices housed in the Civic Center are also included in this section of the budget, along with a payment made to Decatur Park District for aviation fuel taxes collected. This department also has a contingency line item for unknown but expected expenses related to economic development incentives.

Staffing

This Department has no staffing and is administered by the Executive Department and others.

Budget Highlights

This department budget includes primarily contractual payments that the City makes to external entities.

This division of the General Fund includes a "special projects reserve" amount that is discussed in the manager's transmittal letter.

Performance Outcomes

Performance Outcomes for the Executive Department are designed to reflect progress towards achieving the City Council's priorities as outlined in the budget.

1. Attract significant large commercial and industrial economic development projects to the City through cooperation with EDC.

2. Market the City for tourism, large attractions and conventions through cooperation with DACVB.

3. Improve the City's control over animal regulations and reduce animal related complaints.

10 GENERAL FUND

039 CITY GENERAL ADMINISTRATION

10430392 GEN CITY ADMIN OPERATING EXP

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
408899	MISC EXPENSE	12,506	28,268	24,000	25,000	92,000	>100*
	Beautify Decatur					47,000	
	Decatur Arts Council					20,000	
	Lake Decatur Centennial					25,000	
422700	AZAVAR TAX REVIEW FEE	0	138,534	36,000	34,955	36,000	3
428000	PROFESSIONAL SERVICES	691	697	750	751	750	0
431000	FUEL EXPENSE CONTINGENCY	0	0	100,000	0	0	
435400	CIVIC CENTER LEASE	440,146	0	470,426	466,115	506,000	9
440000	CONTINGENCIES	0	0	247,366	0	2,700,000	100*
	Misc. contingency					200,000	
	Special projects reserve					2,500,000	
443400	ECONOMIC DEVELOPMENT CORP	60,000	0	0	0	60,000	100*
443800	CONVENTION BUREAU	250,000	260,000	260,000	270,000	300,000	11
444200	TRANSFER TO OTHER FUNDS	890,000	4,071,608	2,330,000	2,330,000	6,472,000	>100*
	Fire capital funding - debt payments for new Fire trucks					200,000	
	Police capital funding					670,000	
	Public Works capital funding for vehicles					3,030,000	
	Debt obligations					1,817,000	
	Interfund loan repayment					300,000	
	Contractor professional services reimbursement					30,000	
	Transfer to Building Fund for services					125,000	
	Planning and Econ. Development capital					300,000	
445000	SENIOR CENTER CONTRACT	71,000	71,000	71,000	71,000	71,000	
445500	ANIMAL CONTROL	613,932	634,072	659,000	680,036	720,000	6
445600	AVIATION FUEL TO PARKS	808	7,784	5,400	8,994	9,000	0
445908	TRANSFER TO MASS TRANSIT	0	0	0	0	140,000	100*
	Rent for Public Works use of land.					80,000	
	Reimbursement grant for Transit electric vehicle study					60,000	
	10430392 Total:	**2,339,083**	**5,211,963**	**4,203,942**	**3,886,851**	**11,106,750**	**>100***
	CITY GENERAL ADMINISTRATION TOTAL:	**2,339,083**	**5,211,963**	**4,203,942**	**3,886,851**	**11,106,750**	**>100***
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**2,339,083**	**5,211,963**	**4,203,942**	**3,886,851**	**11,106,750**	
	SURPLUS (DEFICIT):	**(2,339,083)**	**(5,211,963)**	**(4,203,942)**	**(3,886,851)**	**(11,106,750)**	

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
040	**CENTRAL BUSINESS DISTRICT**						
10430402	**CENTRAL BUSINESS DISTRICT**						
409000	SALARIES	0	0	0	0	160,000	100*
420900	SERV - CENTRAL PARK	0	0	40,000	15,000	40,000	>100*
423500	ELECTRICITY - STREET LIGHTS	0	0	0	0	45,000	100*
424300	MOTOR VEHICLE EXPENSES	0	0	0	0	7,500	100*
426400	LANDFILL SERVICES	0	0	0	0	5,000	100*
429900	CONTRACTUAL SERVICES	0	0	70,000	70,000	70,000	
432500	MATERIAL - CENTRAL PARK	0	0	5,000	0	80,000	100*
	Banners for downtown lightpoles					40,000	
	Bike racks					20,000	
	Mulch, fountain maintenance and repairs					20,000	
	10430402 Total:	**0**	**0**	**115,000**	**85,000**	**407,500**	**>100***
	CENTRAL BUSINESS DISTRICT TOTAL:	**0**	**0**	**115,000**	**85,000**	**407,500**	**>100***
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**0**	**0**	**115,000**	**85,000**	**407,500**	
	SURPLUS (DEFICIT):	**0**	**0**	**(115,000)**	**(85,000)**	**(407,500)**	

ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT

Program Description

The Economic and Community Development Department is responsible for the implementation of community revitalization efforts, economic development activities, applicable plans, policies, codes, and ordinances that provide for the development of the city. These efforts are accomplished while promoting the general welfare of our citizens, property values, and preserving the city's unique qualities and characteristics, through four functional divisions (Planning and Development, Community Revitalization, Neighborhood Inspections and Building Inspections). The Economic and Community Development Department also manage several citizens' volunteer commissions and boards.

The Economic and Community Development Department staff are involved in long-range planning, neighborhood planning, corridor planning, land use and comprehensive planning, regional transportation planning (as the lead agency for the Metropolitan Planning Commission for Decatur Urbanized Area Transportation Study – DUATS), federal and local housing programs, economic development, property maintenance and code enforcement, building permitting/inspection services, and community revitalization.

While most of the functions are supported by the General Fund, some of our operations and programs rely on federal (e.g. CDBG, HOME, DOT, FTA, ARP) and state grants (e.g. IDOT, IHDA, CURES) and Downstate Mass Transit Operation Assistance, as well as Philanthropic funding sources.

Staffing

The Economic and Community Development Department currently has 27 FT budgeted positions and two seasonal/temporary/grant funded positions.

Budget Highlights

The proposed programs, staffing, equipment, and resource levels of economic and community development in CY 2023 is comparable to the previous fiscal year except for the proposed highlights:

i. <u>Neighborhood Revitalization Division:</u>

1. The neighborhood improvement line item for this divisional budget increased to $100,000 ($50,000 more than CY 2022 budget), which will be utilized to provide small neighborhoods grants to help build community associations and community-based organization's capacity. This will be done through several mechanisms, but one being neighborhood challenge grants.
2. The neighborhood activities line item for this divisional budget increased to $75,000 ($25,000 more than CY 2022 budget). The Economic and Community Development (ECD) Department, in partnership with our Public Safety departments and community stakeholders plan to host National Night Out in

2023, which has not taken place since Covid-19. The ECD Department will create a city-wide clean-up program that will allow neighborhood groups to host clean-ups within their neighborhood (more detail to come).

ii. <u>Planning and Development Division:</u>

1. During the CY 2022 budgetary year, GIS transitioned to the ECD Department under the leadership of the Assistant Director. This transition increased the department's salary and benefits by approximately $217,785. It is anticipated that in the CY 2023 budgetary year, these two positions will transition to the City Manager's Office. As a result, this will decrease the department's administrative cost by approximately $217,785.
2. The Assistant Director of the department resigned and has joined a private planning firm. In addition to serving as the Asst. Director, he managed the planning and development team. The temp agency services line item for this divisional budget has increased to $25,000 ($15,000 more than CY 2022 budget) to hire outside assistance for planning services during this transition.
3. In partnership with the Economic Development Corporation, we completed a Comprehensive Economic Development Strategy (CEDS), which is a regional economic development roadmap for Decatur-Macon County. The Economic Development budget includes $50,000 for the implementation of the CEDS roadmap, which will include matching funds for grant dollars and other recommended strategies.
4. In partnership with Macon County, we completed a Workforce Development Systems Assessment. This roadmap is designed to assist the region with identifying gaps in the workforce development systems and how to address those challenges to improve the workforce in Decatur-Macon County. The Economic Development budget includes $50,000 for the implementation of the Workforce Development Systems Assessment roadmap.

iii. <u>Neighborhood Inspections Division:</u>

1. The securing property line item has been reduced to zero for this division and the cost related to this item has been transferred to the Public Works Department's budget to better reflect the services and expenses related to this item.
2. The training school line item has been increased to $11,820 ($10,000 more than CY 2022 budget) to reflect the trainings and professional resources needed for the Neighborhood Services Officers.
3. During the CY 2022 budgetary year, Center for Community Progress was hired to do an assessment of code enforcement and provide strategies that will enhance our team to address vacant, abandoned and substandard properties through housing and building code enforcement through the lens of equity. The professional services line item, which has been increased to $50,000 ($20,000 more than CY 2022 budget) reflects funds to start implementing some of those recommended strategies.

4. The temp agency services budget has been reduced to zero. However, we will employ two part-time seasonal employees that will be reflected in the department's salaries line item.
5. The ECD Department is recommending several policy changes to help tackle the challenges we are facing with vacant, derelict, abandoned and rental properties. Those policies include a rental license and inspections ordinance, vacant property registration, and a chronic nuisance ordinance. To do this successfully, we have added one additional staff position that will be responsible for implementing these new policies.

iv. <u>Building Inspections Division:</u>

1. There are no significant changes to this cost center.

<u>Performance Outcomes</u>

<u>NEIGHBORHOOD REVITALIZATION DIVISION</u>

<u>2023 Action Steps</u>

a. Increase owner-occupied rehabilitation projects in the urban core.
b. Increase owner-occupied small home improvement program projects in the urban core.
c. Increase landlord rehabilitation projects in the urban core.
d. Expand the Cleanup Greenup Program into other neighborhoods in the urban core.
e. Re-imagine and ensure federal funds are meeting the City's priorities and goals for housing and infrastructure in the urban core.
f. Provide neighborhood challenge grants to neighborhood groups to build their community development capacity and enhance the quality of life in neighborhoods.
g. Implement the free tool library program.
h. Deploy federal funds to combat homelessness and provide wrap-around services to individuals experiencing homelessness.
i. Deploy federal funds for infrastructure, quality of life, placemaking and rehabilitation programs.
j. Begin implementing the recommendations from the workforce development systems assessment report.
k. Evaluate and Optimize City Staff Communication and Workflows utilizing federal funds through OpenGov.

Department Objective(s) Met

a. Increase Economic Development Activity
b. Increase Workforce Readiness
c. Reduce Serious and Violent Crime
d. Investment in innovation, entrepreneurship and existing small businesses

e. Create sustainable, mixed-income communities
f. Increase Health and Wellness

PLANNING AND DEVELOPMENT DIVISION

2023 Action Steps

a. Implement Great Streets/Great Neighborhoods Initiative to enhance corridors and neighborhood anchors/destinations and build neighborhood capacity.
b. Create a sustainable community revitalization fund in the City Budget.
c. Assess and amend zoning and land use policies to identify efficiencies and updates needed in building, subdivision, public works permits and zoning codes/ordinances.
d. Explore brownfield planning and assessment grant opportunities.
e. Coordinate with EDC and other partners to implement the Comprehensive Economic Development Strategy (CEDS).
f. Evaluate and Administer TIFs, Sales Tax Abatement, Special Service Districts and other funding tools to attract more businesses in the downtown and urban core areas.
g. Evaluate and optimize plan staff review time and efficiency through OpenGov.
h. Evaluate and optimize city divisions and department communication and workflows through OpenGov.
i. Optimize DUATS reimbursement funding for staff administration, planning studies and implementation.
j. Implement recommendations of 2021 Decatur Bike Plan including Lake Decatur, North/South and East/West bike connections.

Department Objective(s) Met

a. Increase Economic Development Activity
b. Create sustainable, mixed-income communities
c. Reduce Serious and Violent Crime
d. Investment in innovation, entrepreneurship and existing small businesses
e. Increase Economic Development Activity
f. Increase Health and Wellness
g. Increase Workforce Readiness

NEIGHBORHOOD INSPECTIONS DIVISION

2023 action Steps

a. Advance equitable, effective and efficient approaches to problem properties through an evaluation of city's code enforcement processes.
b. Follow through and start demolition proceedings on vacant, derelict and abandoned structures more quickly.

c. Procure demolitions more regularly and quickly, including asbestos surveying.
d. Streamline and market side lot program.
e. Create and manage a rental license and registration program.
f. Create and manage a rental inspections program.
g. Aggressive on nuisance violations, such as trash and debris and derelict cars.
h. Create a Decatur Neighborhood Improvement Task Force.
i. Create demo opportunities through training for M/W/DBE contractors by supporting a pre-apprenticeship and apprenticeship program.
j. Create lead and asbestos abatement opportunities through training by supporting a pre-apprenticeship and apprenticeship program.
k. Provide staff with the necessary tools to be successful and increase overall divisional moral.
l. Create and manage a free tool library program to provide workforce development opportunities.
m. Replace current code enforcement system with OpenGov to better communicate with the Legal Department.
n. Create an on-boarding process and training for new Neighborhood Inspections staff.
o. Provide quarterly trainings to Neighborhood Inspections staff, including implicit bias, racial equity, customer service and applicable city/state ordinances relative to property maintenance.
p. Increase community outreach through social media and other communication platforms.
q. Standardize data collection practices through GIS to better track performance and outcomes.
r. Make the Decatur Code more accessible.
s. Create a property resource list that is made available to citizens and Neighborhood Inspections staff.
t. Evaluate creative ways to reduce mowing costs of vacant lots.

Department Objective(s) Met

a. Increase Economic Development Activity
b. Increase Workforce Readiness
c. Create sustainable, mixed-income communities
d. Reduce Serious and Violent Crime
e. Increase Health and Wellness

BUILDING INSPECTIONS DIVISION

2023 Action Steps

a. Update and publish code and zoning requirements for potential applicants to minimize unpermitted work.
b. Provide Building Inspections staff with tools to efficiently identify, report and address building code and property maintenance violations.
c. Finalize proposed permit requirements for Food Truck licensing.
d. Schedule and perform contractor, developer, design professional and homeowner training for OpenGov and city processes.
e. Improved customer satisfaction from developers, contractors and design professionals.

Department Objective(s) Met

a. Increase economic development activity
b. Create sustainable, mixed-income communities
c. Increase health and wellness

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
050	**PLANNING & DEVELOPMENT**						
10450501	**PLANNING & DEVELOP PERSONNEL**						
409000	SALARIES	357,807	429,470	562,996	562,996	422,725	(25)
410500	PENSION CONTRIBUTION	37,500	47,572	50,951	50,951	25,787	(49)
410700	FICA/MEDICARE	26,506	31,418	43,069	43,069	32,446	(25)
411100	LIFE INSURANCE	1,047	1,236	1,674	1,674	1,500	(10)
411200	MEDICAL INSURANCE	92,475	94,875	118,000	118,000	104,000	(12)
411500	SERVICE RECOGNITION	1,264	1,279	715	1,400	1,400	
411600	EMPLOYEE RELOCATION	4,207	0	0	0	0	
	10450501 Total:	**520,806**	**605,850**	**777,405**	**778,090**	**587,858**	**(24)**
10450502	**PLANNING & DEVELOPMENT OP EXP**						
411300	TO EMPL BENEFITS-UNEMPLOYMENT	228	192	300	300	315	5
420100	ADVERTISING	1,526	753	1,000	500	1,000	100
420200	PRINTING AND BINDING	305	350	500	250	500	100
423300	TELEPHONE	1,722	1,931	1,500	8,000	8,000	
424100	TRAINING, CONFERENCE & TRAVEL	2,167	2,034	11,200	5,000	10,000	100
	TIF Conference					500	
	National Brownfields Conference					2,000	
	State Planning Conference					500	
	Various webinars, trainings and meetings					3,000	
	Reclaiming Vacant Properties					0	
	Internal employee trainings					4,000	
424300	MOTOR VEHICLE EXPENSES	3,792	276	624	624	653	5
424500	POSTAGE	180	1,040	500	100	500	>100*
424700	COMPUTER SOFTWARE	0	27,750	5,000	1,000	2,000	100
426000	RECRUITING AND TRAINING	12,131	0	1,000	1,000	1,000	
427100	TEMP AGENCY SERVICES	91	930	13,400	10,000	25,000	>100*
	Planning and Zoning Services					25,000	
428000	PROFESSIONAL SERVICES	0	0	23,904	5,000	25,000	>100*
	General Planning Studies & Services					25,000	
428400	MEMBERSHIP FEES	1,818	1,936	3,850	1,300	3,500	>100*
	IL TIF Association					1,500	
	TBD for Director Memberships					2,000	
428800	RENTAL - COPY MACHINE	3,770	3,416	3,500	3,779	3,800	1
430200	PUBLICATIONS	292	0	90	50	90	80
431000	FUEL EXPENSE	0	0	28	28	29	4
434500	OFFICE SUPPLIES	3,371	2,703	0	1,500	1,500	
435700	EMPLOYEE RECOG SUPPLIES	60	946	500	1,500	2,500	67
442300	RISK MANAGEMENT INSURANCE	2,544	2,592	3,876	3,876	4,000	3

10 GENERAL FUND		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
050 PLANNING & DEVELOPMENT							
10450502 PLANNING & DEVELOPMENT OP EXP							
449900	SMALL CAPITAL ITEMS	548	0	5,000	12,500	5,000	(60)
	10450502 Total:	**34,545**	**46,849**	**75,772**	**56,307**	**94,387**	**68**
PLANNING & DEVELOPMENT	**TOTAL:**	**555,351**	**652,699**	**853,177**	**834,397**	**682,245**	**(18)**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**555,351**	**652,699**	**853,177**	**834,397**	**682,245**	
	SURPLUS (DEFICIT):	**(555,351)**	**(652,699)**	**(853,177)**	**(834,397)**	**(682,245)**	

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
052	**BUILDING INSPECTIONS**						
10450521	**BLDG INSPECTIONS PERSONNEL**						
409000	SALARIES	398,975	412,295	500,474	500,474	519,948	4
410100	OVERTIME	1,668	7,010	0	0	0	
410500	PENSION CONTRIBUTION	42,639	48,492	45,293	45,293	31,704	(30)
410700	FICA/MEDICARE	29,751	30,970	38,286	38,286	39,891	4
411100	LIFE INSURANCE	502	524	720	720	600	(17)
411200	MEDICAL INSURANCE	105,300	107,100	127,000	127,000	145,600	15
411500	SERVICE RECOGNITION	1,435	1,382	4,515	1,500	1,500	
	10450521 Total:	**580,270**	**607,773**	**716,288**	**713,273**	**739,243**	**4**
10450522	**BLDG INSPECTIONS OPERATING EXP**						
411300	TO EMPL BENEFITS-UNEMPLOYMENT	228	228	228	228	239	5
420200	PRINTING AND BINDING	210	0	300	300	500	67
	Public Education Materials					500	
423300	TELEPHONE	4,046	6,206	7,000	2,000	7,000	>100*
424100	TRAINING, CONFERENCE & TRAVEL	2,923	2,014	3,000	3,000	3,800	27
	Webinars, meetings, trainings, certifications					3,800	
424300	MOTOR VEHICLE EXPENSES	21,516	11,424	16,056	20,000	20,000	
424500	POSTAGE	1,372	508	1,000	500	1,000	100
424700	COMPUTER SOFTWARE	0	20,000	0	0	0	
427100	TEMP AGENCY SERVICES	13,841	30,876	28,000	28,000	28,000	
	Backup Inspectors and plan reviews					28,000	
428000	PROFESSIONAL SERVICES	0	15,596	10,000	10,000	10,000	
	Building assessments/surveys					10,000	
428400	MEMBERSHIP FEES	410	915	810	810	1,000	23
	Inspectors annual memberships					1,000	
430200	PUBLICATIONS	259	259	1,000	1,000	2,000	100
	Building code publications; adopting 2021 Codes					2,000	
430400	CLOTHING	400	818	900	900	900	
431000	FUEL EXPENSE	4,442	6,573	6,269	6,269	6,582	5
434000	MINOR EQUIP & TOOLS	371	400	500	500	500	
435700	EMPLOYEE RECOG SUPPLIES	79	518	500	500	500	
442300	RISK MANAGEMENT INSURANCE	2,592	2,640	3,420	3,420	3,500	2
449900	SMALL CAPITAL ITEMS	266	0	500	120	5,000	>100*
	Replace equipment					5,000	
451000	AUTOMOTIVE EQUIPMENT	0	54,460	0	3,000	1,000	(67)
	10450522 Total:	**52,955**	**153,435**	**79,483**	**80,547**	**91,521**	**14**
	BUILDING INSPECTIONS TOTAL:	**633,225**	**761,208**	**795,771**	**793,820**	**830,764**	**5**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**633,225**	**761,208**	**795,771**	**793,820**	**830,764**	
	SURPLUS (DEFICIT):	**(633,225)**	**(761,208)**	**(795,771)**	**(793,820)**	**(830,764)**	

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
053	**NEIGHBORHOOD INSPECTIONS**						
10450531	**NEIGHBRHD INSP PERSONNEL**						
409000	SALARIES	348,782	373,473	499,293	550,000	569,898	4
410100	OVERTIME	0	0	300	300	1,000	>100*
410200	TEMPORARY SALARIES	0	0	0	0	30,000	100*
410500	PENSION CONTRIBUTION	37,627	40,728	45,213	47,000	34,954	(26)
410700	FICA/MEDICARE	26,243	28,029	27,032	40,000	46,275	16
411100	LIFE INSURANCE	454	504	575	575	600	4
411200	MEDICAL INSURANCE	87,289	93,900	137,000	150,000	187,200	25
411500	SERVICE RECOGNITION	3,162	2,519	6,520	6,520	4,000	(39)
	10450531 Total:	**503,557**	**539,153**	**715,933**	**794,395**	**873,927**	**10**
10450532	**NEIGHBRHD INSPEC OP EXP**						
411300	TO EMPL BENEFITS-UNEMPLOYMENT	192	192	192	192	202	5
420100	ADVERTISING	470	609	1,500	1,600	3,000	88
	Decatur Tribune					3,000	
	Mowing, CE notices, Side Lot Program						
420200	PRINTING AND BINDING	87	40	100	700	2,000	>100*
	Property Resource List					1,500	
	Printing & Binding					500	
420600	SECURING PROPERTY	9,791	19,940	20,000	4,000	0	(100*)
423300	TELEPHONE	6,300	7,171	7,500	7,500	7,500	
424000	TRAINING SCHOOL EXPENSES	1,026	463	1,820	230	11,820	>100*
	Center for Community Progress					11,820	
	Code Enforcement training						
424100	CONFERENCES & TRAVEL	0	349	1,875	0	5,000	100*
	Conferences/Meetings/Travel					5,000	
	Community outreach/education, professional dev.						
424300	MOTOR VEHICLE EXPENSES	8,376	15,888	15,096	12,000	15,851	32
424500	POSTAGE	12,511	13,519	12,000	9,000	8,000	(11)
424700	COMPUTER SOFTWARE	0	20,000	0	0	0	
425300	RECORDING FEES	107,251	134,282	100,000	56,000	65,000	16
	Macon County Recorder					65,000	
	Lien recording fees for CE, mowing, clean ups.						
426700	PEST CONTOL	85	0	500	0	0	
427100	TEMP AGENCY SERVICES	105	0	0	0	0	
428000	PROFESSIONAL SERVICES	0	0	30,000	27,000	50,000	85
	Implementing new policies and strategies					50,000	
	Code enforcement analysis, rental reg/lic/inspect						
428400	MEMBERSHIP FEES	585	733	625	200	625	>100*
						625	
429900	CONTRACTUAL SERVICES	449,090	459,631	450,300	590,000	600,000	2
	Weed Mowing program and service and equipment					600,000	
430200	PUBLICATIONS	0	0	100	0	0	
430400	CLOTHING	749	1,290	1,500	0	5,250	100*
	NSO will move to uniforms					5,250	
430800	PERSONAL SAFETY GEAR	0	27	100	0	100	100*
431000	FUEL EXPENSE	4,742	6,998	7,431	7,431	7,803	5
431710	ADMINISTRATIVE COURT EXPENSES	0	0	500	0	0	

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
053 NEIGHBORHOOD INSPECTIONS							
10450532 NEIGHBRHD INSPEC OP EXP							
434000	MINOR EQUIP & TOOLS	36	199	100	50	1,000	>100*
435700	EMPLOYEE RECOG SUPPLIES	0	460	500	155	500	>100*
442300	RISK MANAGEMENT INSURANCE	12,540	10,704	2,412	2,412	2,500	4
449900	SMALL CAPITAL ITEMS	135	0	1,200	1,100	6,000	>100*
	Replace aging office equipment					6,000	
	10450532 Total:	**614,071**	**692,495**	**655,351**	**719,570**	**792,151**	**10**
	NEIGHBORHOOD INSPECTIONS TOTAL:	**1,117,628**	**1,231,648**	**1,371,284**	**1,513,965**	**1,666,078**	**10**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**1,117,628**	**1,231,648**	**1,371,284**	**1,513,965**	**1,666,078**	
	SURPLUS (DEFICIT):	**(1,117,628)**	**(1,231,648)**	**(1,371,284)**	**(1,513,965)**	**(1,666,078)**	

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
054	**REVITALIZATION & HOUSING SERV**						
10450541	**REVIT & HOUSING SERV PERS EXP**						
409000	SALARIES	252,484	245,230	304,225	304,225	404,264	33
410500	PENSION CONTRIBUTION	26,927	28,304	27,532	27,532	24,640	(11)
410700	FICA/MEDICARE	18,816	18,137	23,273	23,273	31,003	33
411100	LIFE INSURANCE	717	701	896	896	800	(11)
411200	MEDICAL INSURANCE	52,650	51,151	68,500	75,000	124,800	66
411500	SERVICE RECOGNITION	765	980	1,150	1,150	1,000	(13)
	10450541 Total:	**352,359**	**344,503**	**425,576**	**432,076**	**586,507**	**36**
10450542	**REVITALIZ & HOUSING SERV OP EX**						
411300	TO EMPL BENEFITS-UNEMPLOYMENT	120	120	156	156	164	5
424000	TRAINING SCHOOL EXPENSES	390	0	2,000	0	2,000	100*
	includes conference,travel; webinars and meetings					2,000	
424300	MOTOR VEHICLE EXPENSES	4,560	6,612	2,580	2,580	2,709	5
424500	POSTAGE	0	340	1,500	400	1,500	>100*
427100	TEMPORARY AGENCY FEES	0	0	10,000	0	10,000	100*
428000	PROFESSIONAL SERVICES	0	0	65,000	1,500	20,000	>100*
430400	CLOTHING	0	0	0	0	750	100*
431000	FUEL EXPENSE	0	0	395	600	415	(31)
434500	OFFICE SUPPLIES	0	307	3,000	5,000	4,500	(10)
	supplies for the Department					4,500	
435700	EMPLOYEE RECOG SUPPLIES	0	245	1,500	1,500	1,500	
442300	RISK MANAGEMENT INSURANCE	948	864	1,956	1,956	2,000	2
448501	NEIGHBORHOOD IMPROVEMENT	5,000	5,000	50,000	5,000	100,000	>100*
	4 grants @ $25k; capacity building & engagement					100,000	
448510	NEIGHBORHOOD ACTIVITIES	22,445	20,740	50,000	10,000	0	(100*)
	city-wide cleanups; NNO, neighborhood expenses					0	
449900	SMALL CAPITAL ITEMS	0	0	2,500	1,000	2,500	>100*
	10450542 Total:	**33,463**	**34,228**	**190,587**	**29,692**	**148,038**	**>100***
	REVITALIZATION & HOUSING SERV TOTAL:	**385,822**	**378,731**	**616,163**	**461,768**	**734,545**	**59**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**385,822**	**378,731**	**616,163**	**461,768**	**734,545**	
	SURPLUS (DEFICIT):	**(385,822)**	**(378,731)**	**(616,163)**	**(461,768)**	**(734,545)**	

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
055	**ECONOMIC DEVELOPMENT**						
10450552	**ECONOMIC DEVELOPMENT OP EXP**						
425300	RECORDING FEES	0	1,696	0	0	15,407	100*
428000	PROFESSIONAL SERVICES	86,230	87,164	245,000	0	180,000	100*
	Comprehensive Economic Development Strategy Implementation Activities					50,000	
	TIFF study					30,000	
	Misc. studies					30,000	
	Workforce Implementation Activities					50,000	
	Neighborhood Plans/Housing Plan Implementation					20,000	
428500	PUBLIC OUTREACH	95,017	540	0	0	0	
429800	COMMUNITY INVESTMENT CORP	70,000	70,000	70,000	70,000	70,000	
440200	MACON COUNTY ESDA CONTR	10,000	0	10,000	0	0	
440503	SLUMBERLAND TAX REBATE	40,652	36,838	40,000	46,671	50,000	7
	Reduces from 50% to 25% in 2025; Expires in 2030					50,000	
440505	JACKSON FORD TAX REBATE	35,836	94,964	35,000	61,349	45,000	(27)
	Expires in 2035					45,000	
440506	ASHLEY FURNITURE TAX REBATE	43,140	12,250	0	7,594	0	(100*)
440507	HAMPTON INN REBATE	43,007	63,025	12,000	18,802	0	(100*)
440508	HOLIDAY INN REBATE	55,129	9,336	50,000	55,000	0	(100*)
	Expired in 2022					0	
440509	FIRST TECH REBATE	42,358	0	0	0	0	
440510	LIAISON TAX REBATE	10,565	1,174	10,000	17,500	10,000	(43)
	Expires in 2023					10,000	
441720	HASC EXPENSES	1,114	37	3,500	3,500	3,500	
443400	ECONOMIC DEVELOPMENT	0	60,000	60,000	60,000	0	(100*)
	10450552 Total:	**533,048**	**437,024**	**535,500**	**340,416**	**373,907**	**10**
	ECONOMIC DEVELOPMENT TOTAL:	**533,048**	**437,024**	**535,500**	**340,416**	**373,907**	**10**

POLICE DEPARTMENT

Program Description

The activities of the Decatur Police Department are focused on providing highly professional and efficient public safety services to the citizens they serve. These services are financially supported through the General Fund with some supplementation from grants, and other minor revenues/reimbursements outside of the General Fund. There are also some asset forfeiture and court ordered monies. Most of the revenues are placed into special funds outside the general fund that have specific regulations on usage. These include State Drug Fund, Federal Drug Fund, DUI Enforcement Fund and Police Lab Fund. These special and restricted funds are not to be used to replace items already included in the budget. They are meant to purchase equipment and tools related to, and authorized by, the specialty fund. For example, Drug Fund revenues must be spent on tools and equipment used to combat illegal drug sales. DUI Fund is to be used on equipment used to assist in DUI enforcement.

The Decatur Police Department continues to progress as an agency and work towards positive changes within the identified performance objective areas and strategic goals of the City Council. These positive changes are occurring despite unique challenges of a global pandemic and an unprecedented shift in societal behavior that encompasses matters ranging from driving habits to violent crime. Some areas, such as the number of shootings has increased significantly since pre-pandemic levels. However, changing strategies and efforts to combat this issue are showing positive signs of improvement. Traffic crashes continue to decline and are at levels below pre-pandemic, and burglaries have seen a reduction in recent years. The citizen surveys have been re-tooled to provide a more statistically valid result and are regularly being analyzed to identify areas where the department can improve.

The nature of policing in recent years has changed and caused police departments to rethink their practices and service delivery methods. In addition, the past two years has created challenges for police departments across the nation. The anti-police sentiment has contributed to early retirements, resignations and extreme difficulty in recruiting/hiring. This is not unique to Decatur, as it is happening everywhere. The police administration has identified future staffing as our biggest internal concern over the next few years. Low staffing has impacts throughout the organization. It causes disruptions in service, significant overtime, low morale, high stress and many other challenges. In addition, the nation has seen an unprecedented surge in violent crime, including here in Decatur. As such, the department has to rethink how we provide service to our community as we move forward. The use of technology to assist and enhance the officer’s ability to address and suppress crime, different resource deployment strategies, and shifting duties away from sworn officers to other means are among just a few of the areas the department intends focus on with regard to operations in the years to come. The budget that is being presented is meant to help the Decatur

Police Department address these challenges and continue to provide quality public safety services to the community.

Staffing

The Decatur Police Department is authorized for 148 sworn peace officers and 14 non-sworn administrative personnel. The services include patrol, investigations, K-9 patrols, bike patrols, school resource officers, traffic enforcement, and community investment/liaison. The 2023 budget authorizes 16 non-sworn administrative personnel.

Budget Highlights

The proposed programs, staffing, equipment and resource levels of the Police Department in FY 2023 track with those of the previous fiscal year except for the following proposed highlights, addition and/or deletions:

1) The Police budget includes an increase in the salaries for the employees. It is important to note that this increase is due in part to a few factors. First, the contract with the PBPA (union) was resolved in 2021 and an extension was signed in 2022. This resulted in an increase in base salaries for all represented staff. Second, there are a number of anticipated retirements of sworn officers in 2023. These officers have accumulated benefit time that will be paid out upon their retirement. The estimated cost of the payouts is approximately $541,000. Additionally, as a way to reduce the amount of the payouts at retirements, officers are allowed to “cash out” accumulated holiday time during the year. More and more officers are taking advantage of this and the holiday payouts in 2023 are estimated to be approximately $325,000. The goal of providing the early holiday payouts is that the city will pay the benefit at a lower cost. This will also reduce the amount of the payouts at retirement. Finally, as a part of the recent contract extension, officers who have completed 24 years of service and more will receive a payment into their retirement health savings accounts on their anniversary. This is being done in hopes of retaining senior officers for longer, which helps the overall staffing situation. This benefit is estimated to cost approximately $224,000.
2) The Police budget includes the continued staffing of Community Liaison Officers and specialized civilian employees to offset past reductions in sworn personnel. The additional civilian staff will complete tasks that do not require a sworn police officer. This helps allow sworn officers to focus on the duties that do require a sworn police officer. The use of the civilian staff could increase responsiveness for non-emergency calls. The employment of these staff members could also allow our sworn officers to have more time to engage in the council’s neighborhood revitalization outreach. This budget includes an additional 2 civilian employees to fulfill this role. The goal is to hire employees that are

already trained and/or experienced in police methods and practices. However, that is not a requirement as new employees can be trained in certain investigative methods.

3) This budget includes the continued participation with DPS 61 for the school resource officer (SRO) program. This program allows for the placement of 4 school resource officers to work and dedicate all their time to the schools during the school year. The SROs are proactive in the schools, establishing relationships with the staff and students. The SROs deals with prevention, detection, and enforcement of illegal activity. During the summer months and other vacations, the SROs assist in the patrol and investigative divisions of the police department. It is recommended the City Council not end this relationship with DPS 61. DPS 61 reimburses the City for 75 percent of the total cost of the officer's salary to serve as an SRO. In addition, they have expressed an interest in expanding this program in the future.
4) This budget includes funding for recruiting new police officers. In 2023, there will be 40 officers on the department with over 20 years of service. It is expected there will be numerous retirements in the coming years. Thus, there is a need for constant recruiting in order to maintain pace with expected departures/ retirements. This effort is also being supplemented with ARP funds.
5) This budget includes funds towards training both new and current officers. This is a direct result of the State no longer paying up front costs for the new officer's initial 16-week Basic Law Enforcement training. The State has indicated they could reimburse some or all the initial cost but cannot promise there will be enough money in the State budget for reimbursement. Thus far, the State has reimbursed all of the funds expended for the basic law enforcement academy. This reimbursement goes back into the General Fund. In addition, additional state mandates for training of all officers requires additional funding to ensure compliance.
6) The Police budget includes an increase in the Small Capital line. This increase is due to the need to replace the aging computers throughout the police department. When DPD moved into the new building in 2014, most of the desktop computers were purchased new at that time. Some of the computers have been replaced or upgraded over the years, however, most are older and unable to adequately process the technologies often used in the police department. This budget provides funding to replace all of the older computers within the department.
7) This budget increases the funding for public outreach. Specifically, the surveys the police department uses to gather public views on safety concerns and departmental performance had been paid for out of a different department's budget. The 2023 budget is moving those funds into the police departments budget.
8) This budget includes an increase in funds for computer software. The department is utilizing new technology to provide more effective and efficient

services to the community. The purchase of new technologies is more than just equipment. The software required for the equipment and stand-alone software programs for operations, investigations and analytics will generally cost several thousands of dollars annually.

9) The Police Department will continue to apply for grants to support the goals of the City Council. The department currently has grants that have been awarded to address violent crime (JAG) and also to help cover the cost traffic enforcement (IDOT).

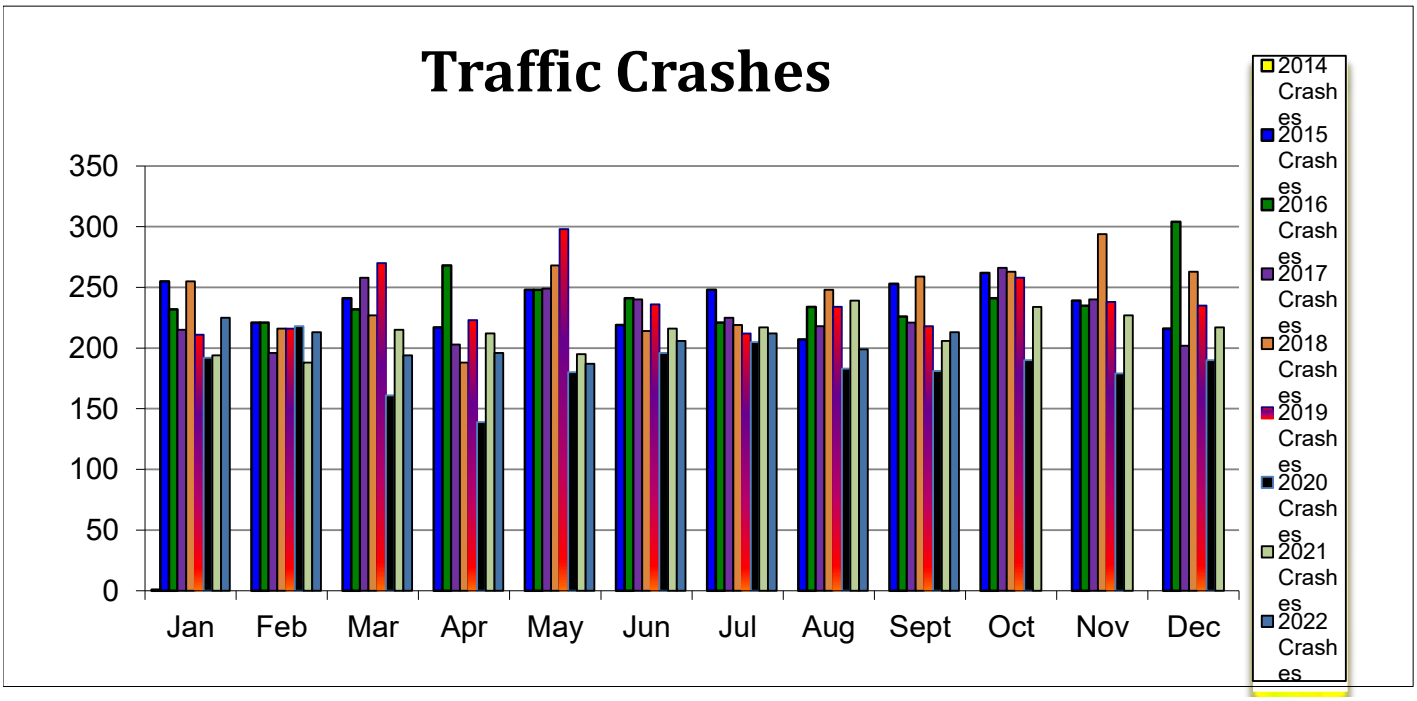
Performance Outcomes

The use of quantifiable performance outcomes is being added to the budget because approval of the annual budget is an important mechanism for effecting change in service outcomes.

The following pages are some of the Police Department's work metrics.

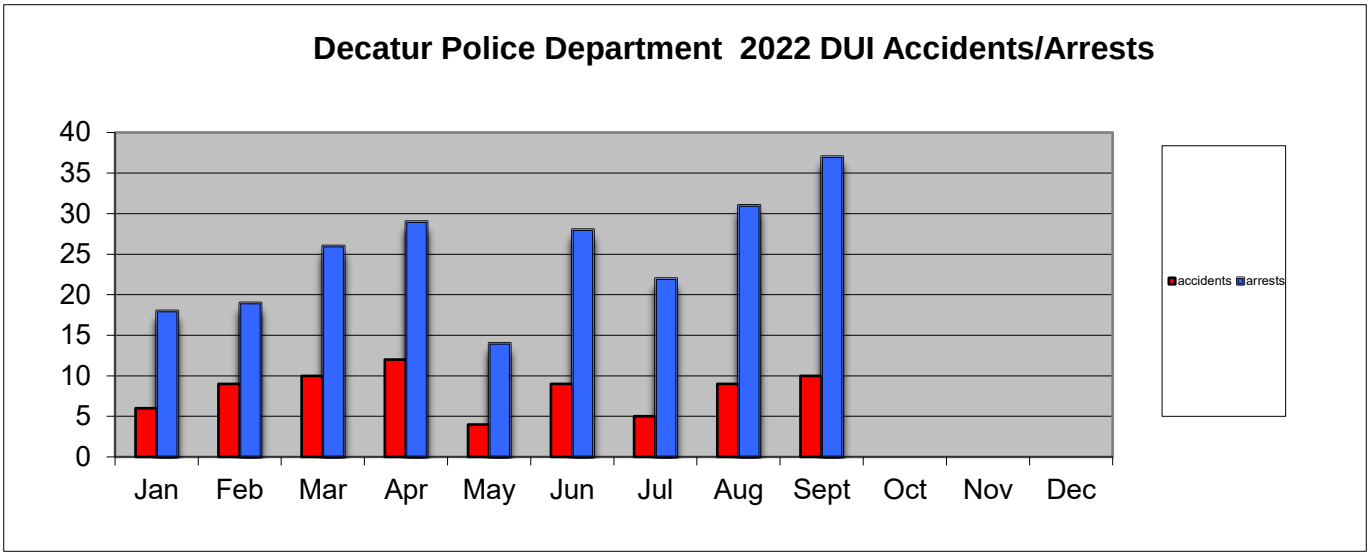
Decatur Police Department
Motor Vehicle Crashes

MONTH	2014 Crashes	2015 Crashes	2016 Crashes	2017 Crashes	2018 Crashes	2019 Crashes	2020 Crashes	2021 Crashes	2022 Crashes
Jan	276	255	232	215	255	211	192	194	225
Feb	324	221	221	196	216	216	218	188	213
Mar	181	241	232	258	227	270	161	215	194
Apr	202	217	268	203	188	223	139	212	196
May	229	248	248	249	268	298	180	195	187
Jun	191	219	241	240	214	236	196	216	206
Jul	208	248	221	225	219	212	205	217	212
Aug	240	207	234	218	248	234	183	239	199
Sept	192	253	226	221	259	218	181	206	213
Oct	232	262	241	266	263	258	190	234	
Nov	222	239	235	240	294	238	179	227	
Dec	210	216	304	202	263	235	190	217	
Totals	**2707**	**2826**	**2903**	**2733**	**2914**	**2849**	**2214**	**2560**	**1845**



Decatur Police Department
DUI Accidents/Arrests

MONTH	2016		2017		2018		2019		2020		2021		2022	
	Accidents	Arrests	Accidents	Arrests	Accidents	Arrests	Accidents	Arrests	Accidents	Arrests	Accidents	Arrests	Accidents	Arrests
Jan	9	24	5	12	9	24	3	17	7	34	2	20	6	18
Feb	9	24	8	24	10	26	9	34	11	40	9	22	9	19
Mar	9	36	11	37	12	41	10	30	6	37	10	25	10	26
Apr	15	31	7	25	3	17	8	28	6	19	13	35	12	29
May	5	33	9	43	6	28	9	37	6	22	5	21	4	14
Jun	9	36	11	23	9	25	9	33	7	26	14	39	9	28
Jul	10	32	8	33	9	32	11	20	8	31	10	29	5	22
Aug	4	31	16	37	7	33	5	29	10	32	5	34	9	31
Sept	6	39	6	26	14	46	7	26	5	22	8	21	10	37
Oct	8	29	12	30	15	31	9	50	10	36	13	35		
Nov	7	26	9	32	14	40	9	30	9	26	11	33		
Dec	8	36	5	26	20	46	9	27	10	19	12	39		
Totals	99	377	107	348	128	389	98	361	95	344	112	353	74	224

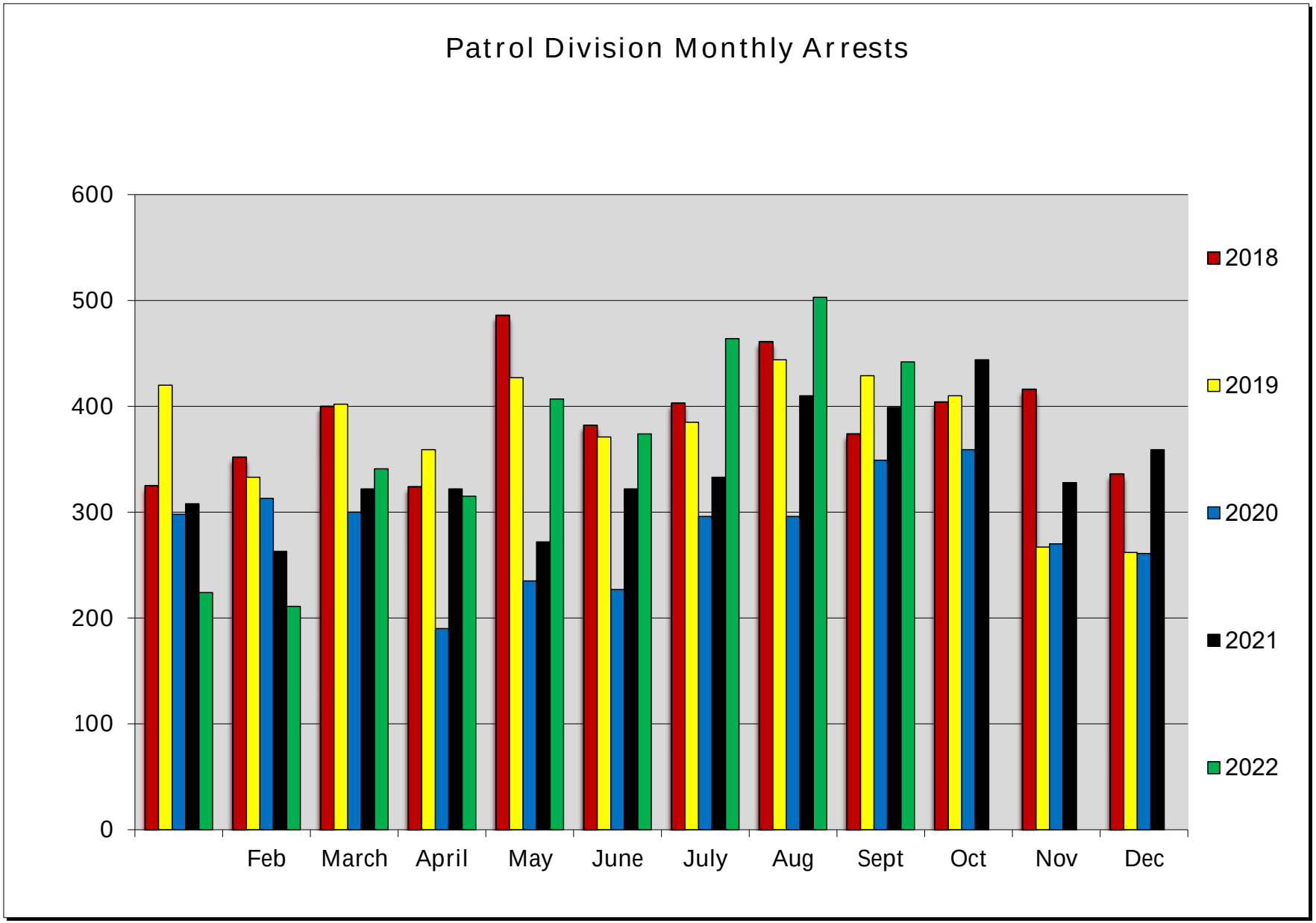


YEAR	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
TOTAL	496	445	404	483	474	399	377	348	389	361	344	353	224

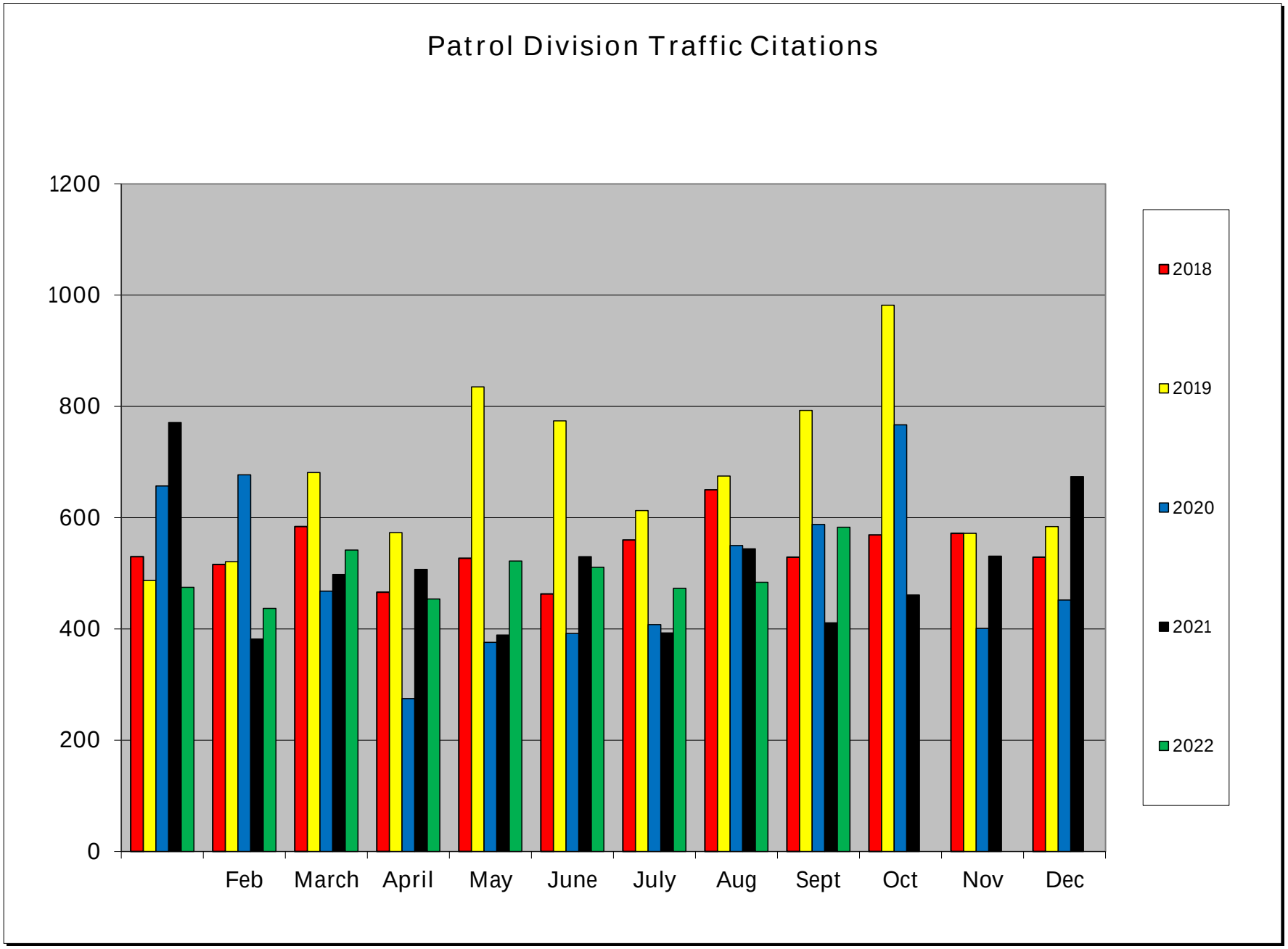
DECATUR POLICE DEPARTMENT
Patrol Division- Calender Year Comparisons

Month	Criminal Arrests						Traffic Citations						Traffic Warning Citations						Incident Response					
	2017	2018	2019	2020	2021	2022	2017	2018	2019	2020	2021	2022	2017	2018	2019	2020	2021	2022	2017	2018	2019	2020	2021	2022
	400	325	420	298	308	224	530	530	487	657	771	475	354	467	383	597	470	161				4593	4113	3582
Feb	399	352	333	313	263	211	538	516	521	677	382	437	405	441	324	494	146	128				4463	3450	3418
March	501	400	402	300	322	341	664	584	681	468	498	542	489	394	446	351	193	189				4344	4117	4236
April	419	324	359	190	322	315	516	466	573	275	507	454	291	249	348	102	158	139				3496	4101	4286
May	511	486	427	235	272	407	598	527	835	376	389	522	382	366	316	264	134	267				4419	4407	4794
June	524	382	371	227	322	374	613	463	774	392	530	511	432	291	434	152	127	170				4615	4755	4759
July	451	403	385	296	333	464	530	560	613	408	393	473	242	353	276	177	148	256				4525	4617	4653
Aug	468	461	444	296	410	503	568	650	675	550	544	484	314	407	347	241	268	280				4636	4582	4758
Sept	424	374	429	349	399	442	511	529	793	588	411	583	330	251	464	518	203	202				4442	4452	4429
Oct	415	404	410	359	444	0	503	569	982	767	461	0	296	360	535	522	182	0				4835	4351	0
Nov	350	416	267	270	328	0	486	572	572	401	531	0	292	367	387	182	174	0				3758	3979	0
Dec	378	336	262	261	359	0	574	529	584	452	674	0	539	286	430	315	236	0				4110	4114	0
Totals	5240	4663	4509	3394	4082	3281	6631	6495	8090	6011	6091	4481	4366	4232	4690	3915	2439	1792	60630	59346	57885	52236	51038	38915

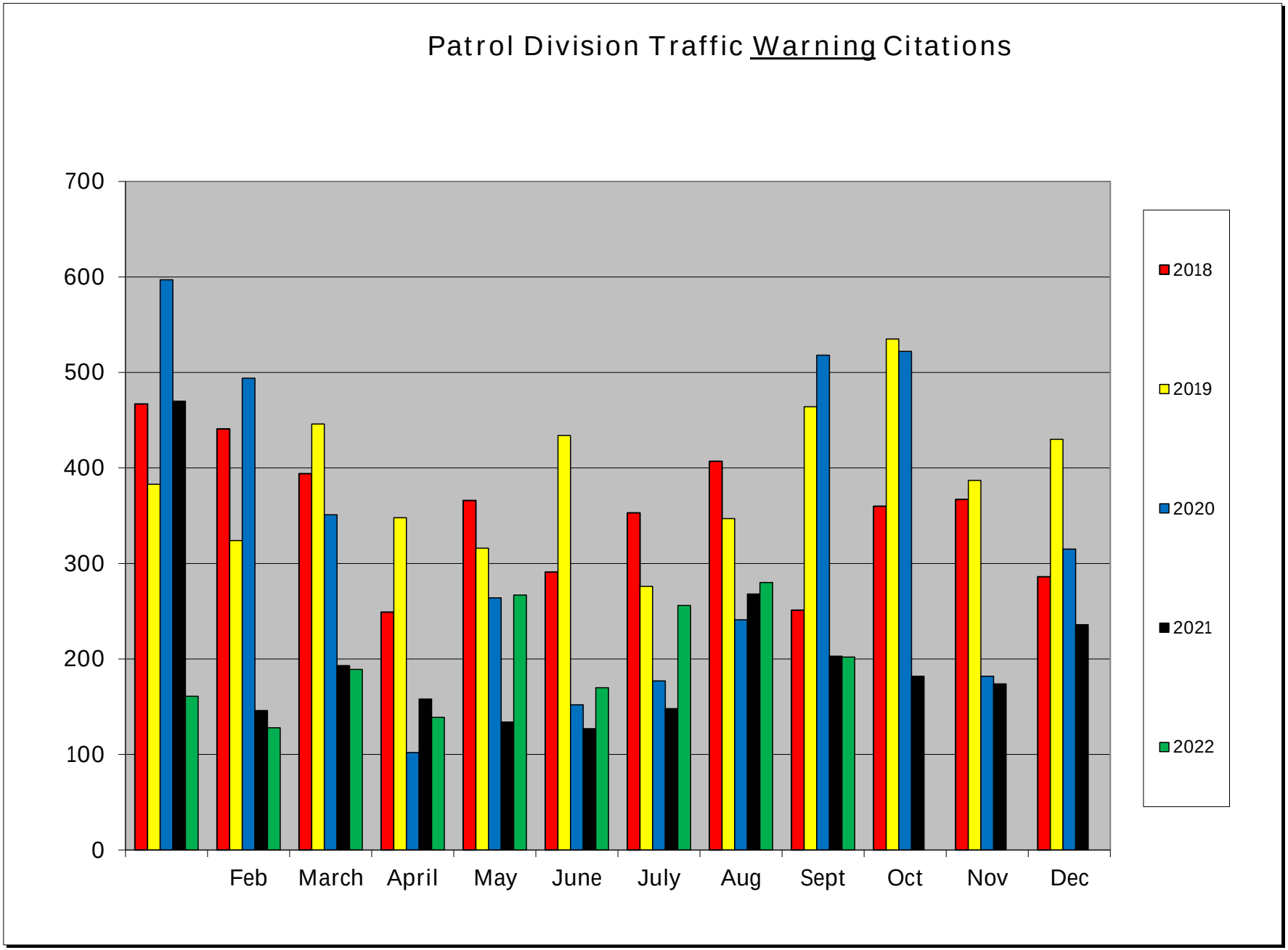
DECATUR POLICE DEPARTMENT
Patrol Division- Calender Year Comparisons



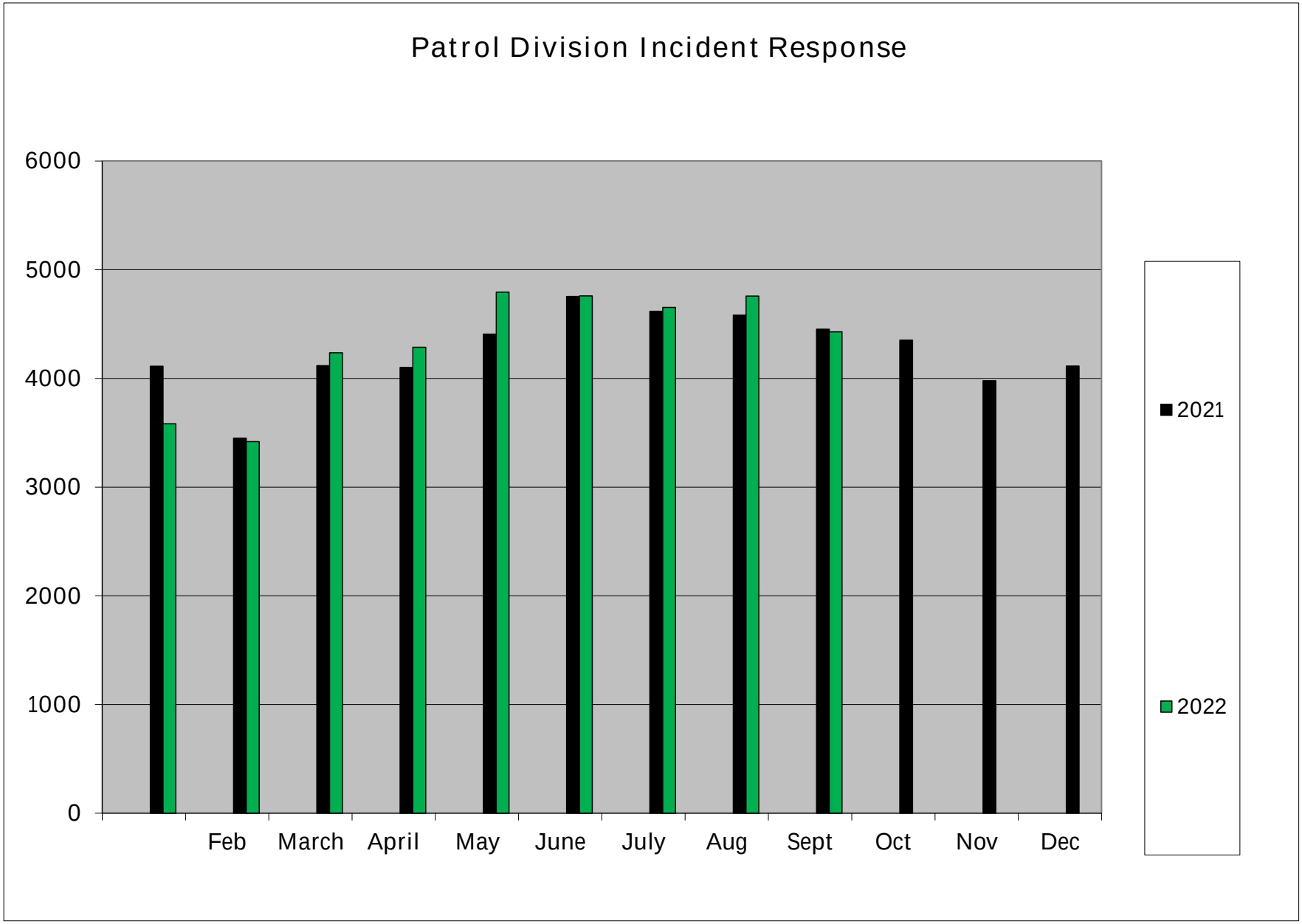
DECATUR POLICE DEPARTMENT
Patrol Division- Calender Year Comparisons



DECATUR POLICE DEPARTMENT
Patrol Division- Calender Year Comparisons

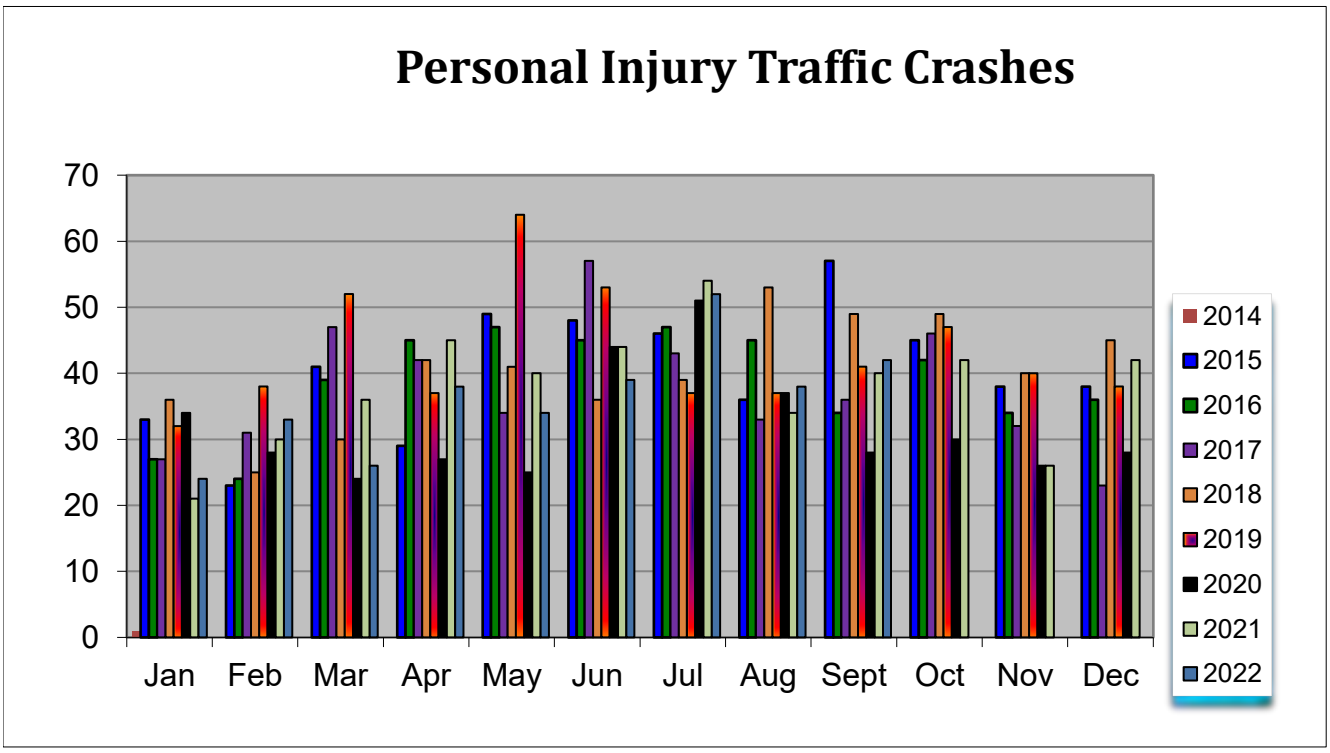


DECATUR POLICE DEPARTMENT
Patrol Division- Calender Year Comparisons



DPD-PI Crashes

MONTH	2014	2015	2016	2017	2018	2019	2020	2021	2022
Jan	32	33	27	27	36	32	34	21	24
Feb	33	23	24	31	25	38	28	30	33
Mar	31	41	39	47	30	52	24	36	26
Apr	36	29	45	42	42	37	27	45	38
May	46	49	47	34	41	64	25	40	34
Jun	42	48	45	57	36	53	44	44	39
Jul	44	46	47	43	39	37	51	54	52
Aug	59	36	45	33	53	37	37	34	38
Sept	43	57	34	36	49	41	28	40	42
Oct	51	45	42	46	49	47	30	42	
Nov	37	38	34	32	40	40	26	26	
Dec	33	38	36	23	45	38	28	42	
Totals	**487**	**483**	**465**	**451**	**485**	**516**	**382**	**454**	**326**



10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
065	**POLICE**						
10460651	**POLICE PERSONNEL SVCS**						
409000	SALARIES	13,709,080	14,374,646	15,084,227	14,500,000	15,516,609	7
410100	OVERTIME	717,187	736,828	800,000	900,000	800,000	(11)
410200	TEMPORARY SALARIES	52,029	24,246	58,240	58,240	65,000	12
410500	PENSION CONTRIBUTION	56,290	64,386	51,167	51,167	45,978	(10)
410700	FICA/MEDICARE	231,594	240,911	334,730	300,000	282,377	(6)
410800	POLICE PENSION CONTRIBUTION	4,849,182	5,634,213	6,044,108	6,044,108	6,458,184	7
411100	LIFE INSURANCE	13,471	13,356	12,427	12,427	13,000	5
411200	MEDICAL INSURANCE	2,551,509	2,578,200	3,022,500	2,900,000	3,224,000	11
411210	DUTY DISABILITY INS PREMIUMS	0	0	3,000	3,000	3,000	
411500	SERVICE RECOGNITION	11,745	11,509	11,243	13,000	12,000	(8)
	10460651 Total:	**22,192,087**	**23,678,295**	**25,421,642**	**24,781,942**	**26,420,148**	**7**
10460652	**POLICE OPERATING EXPENSE**						
411300	TO EMPL BENEFITS-UNEMPLOYMENT	6,168	5,700	5,988	5,988	6,287	5
420100	ADVERTISING	45	37	100	100	100	
420200	PRINTING AND BINDING	1,193	3,686	5,000	5,500	5,700	4
421000	SERVICE TO MAINT BUILDINGS	21,359	25,549	34,000	34,000	38,500	13
421300	SERV-OFFICE EQUIPMENT	0	400	500	500	500	
421400	SERVICE- OTHER EQUIP	1,794	1,893	2,500	2,500	5,000	100
	Service Agreement for Drones					2,500	
	Service expenses for other equipment (i.e. radar units, tasers, etc)					2,500	
421500	IN-CAR VIDEO REPAIR	0	0	1,000	500	1,000	100
421700	SERV TO MAINT COMM EQUIP	211,640	116,477	124,550	124,000	129,500	4
421750	SERV TO MAINT RADIO EQUIP	69,010	69,972	75,500	75,500	75,500	
423100	ELECTRICITY	37,316	39,429	34,500	45,000	35,000	(22)
423200	NATURAL GAS	5,828	6,976	9,900	9,900	10,000	1
423300	TELEPHONE	13,110	47,173	109,200	109,000	109,000	
423310	CABLE TV	4,094	4,100	4,500	4,500	5,000	11
423400	WATER	1,616	1,828	1,900	1,900	2,000	5
423903	CV19 COVID-19	2,826	3,738	0	0	0	

10 GENERAL FUND		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
065 POLICE							
10460652 POLICE OPERATING EXPENSE							
424000	TRAINING SCHOOL EXPENSES	71,300	151,960	177,000	150,000	232,500	55
	MCLETC BLE Class for 25 officers DPD is required to pay the basic training expenses for new officers that need to go to the police academy. Based on projected openings, it is recommended to budget for 25 hires.					167,500	
	Specialized Training There will be a need for specialized training such as homicide investigation, cell phone and forensic examinations, and crime scene processing.					20,000	
	Conferences / Conventions					15,000	
	LETAC					1,000	
	ILEAS					1,000	
	Court Smart					8,000	
	Traffic / DUI The addition of 3 new FAIT officers requires specialized training, which takes place at Northwestern University.					10,000	
	Cell Phone Technology Training					10,000	
424300	MOTOR VEHICLE EXPENSES	535,800	557,520	536,508	536,508	563,333	5
424500	POSTAGE	6,520	4,657	5,000	5,000	5,000	
424700	COMPUTER SOFTWARE	4,963	13,751	15,500	15,000	26,200	75
	Scribble Maps					200	
	ITouch Biometrics					2,000	
	Redaction Software					2,500	
	Parking LPR Software					1,500	
	Misc. Software Due to improved technology and equipment, there is a greater need for software and upgrades. Each year provides different opportunities to utilize these advancements. -IVS -PowerDMS (training and scheduling) -Offender Tracking -Virtual Graffiti Mobile Security					14,000	
	FARO Software Updates Scanning Equipment for crash and crime scene investigations.					6,000	
426000	RECRUITING AND TESTING	3,018	13,144	13,650	10,000	14,000	40
	Testing Fees					8,000	
	Expenses related to recruiting fair and events.					6,000	
426500	MEDICAL SERVICES	4,613	3,872	4,800	4,800	5,000	4
426700	PEST CONTOL	1,080	1,080	1,500	1,500	1,000	(33)
427000	SPECIAL INVESTIGATION FEES	7,807	5,307	7,000	5,000	7,000	40
428000	PROFESSIONAL SERVICES	6,418	9,579	10,000	10,000	10,000	
	Microfiliming DPD has a large volume of old documents that need to be kept for a significant period of time. Microfilming clears space and also makes access to the documents easier.					8,000	
	Shredding Services					1,000	
	Court Reporter Services					1,000	
428060	JANITORIAL SERVICES	121,465	123,990	127,200	127,200	135,000	6
428300	LAUNDRY SERVICES	126	101	200	150	200	33

10 GENERAL FUND		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
065 POLICE							
10460652 POLICE OPERATING EXPENSE							
428400	MEMBERSHIP FEES	16,935	10,525	18,000	17,000	18,000	6
	LETAC					9,000	
	Regional Training Center for officers						
	ILEAS					500	
	Misc. Professional Organizational Memberships					8,500	
	Due to the training and experience of numerous officers, many belong to professional organizations related to that training/experience. Examples are: IACP, ILACP, FBINA, ITOA, NTOA, ITIAI, IPMB, etc.						
428500	PUBLIC OUTREACH	232	358	500	500	25,500	>100*
	Citizen survey					25,000	
	Other public outreach					500	
428800	RENTAL - COPY MACHINE	10,199	9,610	14,500	14,500	13,000	(10)
430200	PUBLICATIONS	40	1,040	40	45	45	
430400	CLOTHING	66,086	136,952	90,000	80,000	94,000	18
430500	AMMUNITION	46,906	28,518	60,000	60,000	60,000	
430700	GENERAL SAFETY GEAR	299	2,393	2,000	3,500	4,000	14
	Latex gloves					3,000	
	Misc. PPE equipment and safety items.					1,000	
431000	FUEL EXPENSE	176,601	212,176	237,892	237,892	250,000	5
431200	JANITORIAL SUPPLIES	6,031	6,278	7,000	7,000	8,000	14
431600	REGULATORY SUPPLIES	5,281	5,394	8,000	7,000	8,000	14
432000	MATERIAL - BUILDINGS	4,629	2,904	7,000	26,000	7,000	(73)
432800	MATERIALS - EQUIPMENT	48	655	2,000	2,000	2,000	
434000	MINOR EQUIP & TOOLS	8,378	2,200	9,500	9,500	9,500	
434500	OFFICE SUPPLIES	10,152	10,223	12,000	11,000	12,000	9
435000	PHOTO & DRAFTING SUPPLIES	1,711	2,171	3,000	3,000	3,000	
435100	DOG EXPENSES	4,128	4,518	4,500	6,000	5,000	(17)
435120	PROFESSIONAL STANDARDS EXPENSE	1,600	2,573	2,500	2,500	2,500	
435216	RENTAL-LEASED SPACE	0	9,840	39,360	39,360	39,360	
435700	EMPLOYEE RECOG SUPPLIES	100	6	500	400	500	25
442300	RISK MANAGEMENT INSURANCE	917,688	871,008	1,346,268	1,346,268	1,300,000	(3)
444200	TRANSFER TO OTHER FUNDS	678,427	242,000	0	0	0	
445100	EMERGENCY COMM CONTRACT	1,481,076	1,560,651	1,722,606	1,722,606	1,727,732	0
449900	SMALL CAPITAL ITEMS	45,016	17,848	50,000	45,000	135,000	>100*
	Computer Replacement					85,000	
	Nearly all of the desktop computers at DPD need replaced. The existing computers are older and are having difficulty processing the systems and software utilized by the department.						
	Taser Replacement					30,000	
	The department needs to replace older Tasers that are no longer being produced or serviced.						
	Misc. Small Capital Items					20,000	

10 GENERAL FUND	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
065 POLICE						
10460652 POLICE OPERATING EXPENSE						
455300 POLICE BLDG LEASE PAYMENT	531,133	531,133	531,133	531,133	531,133	
10460652 Total:	**5,151,805**	**4,882,893**	**5,475,795**	**5,456,250**	**5,677,590**	**4**
POLICE TOTAL:	**27,343,892**	**28,561,188**	**30,897,437**	**30,238,192**	**32,097,738**	**6**

FIRE DEPARTMENT

Program Description

The fire department's main activities are focused on public safety. They are funded through the General Fund. The Fire Department generates a small amount of revenue through false alarm charges and illegal burn citations. The revenue from those two sources is deposited in the General Fund. The department also receives some training reimbursement from the Mutual Aid Box Alarm System (MABAS) and the State of Illinois Office of the State Fire Marshal. The department is overwhelmingly a general fund and property tax supported municipal service

Staffing

The Decatur Fire Department employs 105 firefighters and 1 civilian. The department's services include firefighting, Emergency Medical Service (EMS) at the Basic and Intermediate level, fire prevention, Hazardous Materials mitigation, Technical Rescue services, SCUBA rescue and community outreach programs. In 2020, the department was reduced from 109 to 106 positions, where it remains today.

Budget Highlights

The proposed programs, staffing, equipment and resources levels of the Fire Department in FY 2023 track with those of the previous fiscal year except for the following proposed highlights:

1. A traffic preemption program is being proposed that includes 51 intersections throughout the city. Traffic preemption devices would allow the department to achieve a performance outcome of lowering response times to incidents around the city. The program would be completed in yearly stages, and it is recommended that the council begin by approving the funds to install the devices at fifteen (15) targeted intersections. The cost of the total program is estimated to be around $450,000. Preemption devices are installed at 37 intersections. This year's budget includes $125,000 for year three of the project in which another 15 intersections will be completed. No devices were installed in 2022 due to City budget accounting practices. The Foreign Fire Tax Board purchased the transmitters for all fire apparatus.

   Decatur's city size is around 47 square miles and there are 7 fire stations. That averages about 6.7 square miles per fire station. If you use 14 comparable Illinois cities, the average coverage per fire station is 4.24 square miles, but many of the cities are more densely populated that Decatur. Decatur's comparatively large city footprint impacts response times; but traffic preemption should help. If the apparatus are not having to stop and start at every red light, they should be able to reach their destinations faster and cover a larger area. Decatur is also the only larger central Illinois city not using traffic preemption. Peoria, Springfield, Bloomington, Champaign and

Urbana use traffic preemption devices. The Town of Normal uses it close to their stations.

2. The budget does not include any new fire apparatus purchases. However, the department recommends purchasing 3 apparatus in 2023. The apparatus would not be delivered for over three years from the time of order due to supply chain problems.

3. The department included $85,000 for Personal Protective Equipment (PPE). Normally, the department purchases 15-20 sets of PPE each year. In 2022, several sets of gear were ordered, but once again, the supply chain issues delayed delivery. The budgeted funds will pay for the gear ordered in 2022 plus the 2023 order.

4. The replacement of vehicle exhaust systems is a main goal in 2023. The current systems are 20 years old and in need of replacement. The new devices attach directly to the truck exhaust system and require no other hoses or fans. The fleet has 6 of the new systems currently installed. The funds ($60,000) in the 2023 budget will complete the upgrade.

Performance Outcomes

The use of quantifiable performance outcomes is being added to the budget because approval of the annual budget is an important mechanism for effecting change in service outcomes. Performance outcomes in part by the Fire Department's discretionary and differing management and service delivery decisions/actions include:

1) The number and percentage of fires contained to the room of origin and the structure of origin.

Year	Fire confined to room	Total Fires	Percentage
2021	51	259	20%
2020	41	251	16%
2019	45	211	21%

Year	Fires confined to Structure	Total Fires	Percentage
2021	115	259	44%
2020	125	251	50%
2019	110	211	52%

2) Reduction in the number of non-emergency calls the department answers year over year.

Year	Non-Emergency Alarms	Total Alarms
2021	5,348	12,440
2020	4,674	11,115
2019	4,137	10,968

10 GENERAL FUND		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
070 FIRE							
10470701 FIRE PERSONNEL SERVICES							
409000	SALARIES	9,401,636	9,088,541	9,999,359	9,999,359	10,259,736	3
410100	OVERTIME	360,866	292,579	328,050	600,000	428,000	(29)
	SCUBA Training					25,000	
	Regular Department Overtime					403,000	
410500	PENSION CONTRIBUTION	5,648	6,248	4,925	4,925	3,503	(29)
410700	FICA/MEDICARE	133,803	132,005	173,460	173,460	158,566	(9)
410801	FIRE PENSION CONTRIBUTION	6,038,678	6,194,930	6,601,812	6,601,812	7,117,056	8
411100	LIFE INSURANCE	9,070	9,068	8,263	8,263	9,000	9
411200	MEDICAL INSURANCE	1,786,050	1,817,475	2,067,000	2,067,000	2,225,600	8
411210	DUTY DISABILITY INS PREMIUMS	83,825	91,020	84,000	84,000	84,000	
411500	SERVICE RECOGNITION	8,014	6,970	6,850	6,850	7,000	2
413050	WELLNESS BENEFIT	21,775	14,375	24,000	0	0	
414000	PEHP ACCOUNT	29,450	29,350	31,000	31,000	31,000	
	10470701 Total:	**17,878,815**	**17,682,561**	**19,328,719**	**19,576,669**	**20,323,461**	**4**
10470702 FIRE OPERATING EXPENSES							
411300	TO EMPL BENEFITS-UNEMPLOYMENT	3,948	4,164	4,032	4,032	4,234	5
420200	PRINTING AND BINDING	732	261	500	0	500	100*
421000	SERVICE TO MAINT BUILDINGS	30,472	32,068	62,000	62,000	65,000	5
	Elevator Maintenance					500	
	Generator Maintenance					12,000	
	Garbage Service					3,400	
	General Building Maintenance					49,100	
421400	SERVICE- OTHER EQUIP	18,485	14,358	22,000	14,000	22,000	57
421700	SERVICE & EQUIPMENT - RADIOS	36,832	36,219	48,880	37,000	48,880	32
423100	ELECTRICITY	48,698	49,863	45,000	65,000	66,000	2
423200	NATURAL GAS	23,919	23,488	29,100	36,000	37,500	4
423300	TELEPHONE/BROADBAND	19,315	15,184	22,000	20,000	22,000	10
423400	WATER	9,113	9,126	9,200	9,200	9,200	
423901	BANKING SERVICE CHARGES	0	0	250	250	0	(100*)
424000	TRAINING SCHOOL EXPENSES	56,298	76,086	100,038	81,000	92,988	15
	FF Basic Ops for New Firefighters					32,000	
	MABAS Training					12,800	
	Advanced Training Classes					30,828	
	EMT Basic for New Firefighters					4,860	
	SCUBA Training					5,000	
	Inspector/Investigator Training Classes					7,500	
424100	CONFERENCES & TRAVEL	0	299	0	1,517	0	(100*)
424300	MOTOR VEHICLE EXPENSES	327,408	368,015	293,160	293,160	367,500	25
424400	BOAT EXPENSES	0	0	0	0	11,000	100*
424500	POSTAGE	119	99	800	250	800	>100*

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
070	**FIRE**						
10470702	**FIRE OPERATING EXPENSES**						
424700	COMPUTER SOFTWARE	19,731	24,678	51,065	51,065	51,065	
	Target Solutions					11,000	
	RMS Program					35,000	
	Freedom App					1,400	
	ZOOM					250	
	OSSI Maintenance Fee					2,990	
	VIMEO					425	
426600	PHYSICAL EXAM FEES	13,429	16,685	27,000	27,000	27,000	
426700	PEST CONTROL	2,760	2,772	5,000	5,000	5,000	
428000	PROFESSIONAL FEES	1,600	6,600	1,500	0	1,500	100*
428400	MEMBERSHIP FEES	4,276	3,908	4,304	3,200	4,304	35
428500	RECEPTION & ENTERTAINMENT	429	277	200	250	300	20
428800	RENTAL - COPY MACHINE	4,320	4,008	7,010	7,010	7,010	
430200	PUBLICATIONS	92	0	1,500	0	1,000	100*
430300	HORTICULTURAL SUPPLIES	177	453	500	500	500	
430400	CLOTHING	73,906	89,682	111,500	71,500	157,500	>100*
	Turn out gear (15-20 sets annually)					85,000	
	Boots, Helmets, gloves and hoods					16,000	
	Uniforms					56,500	
430800	PERSONAL SAFETY GEAR	0	487	750	0	750	100*
430900	OXYGEN & OTHER CHEMICALS	4,571	6,293	6,500	7,000	6,500	(7)
431000	FUEL EXPENSE	42,247	58,850	62,118	88,000	65,224	(26)
431200	JANITORIAL SUPPLIES	7,073	9,384	8,000	9,000	9,500	6
432000	MATERIALS - BUILDINGS	6,366	2,368	4,500	0	113,500	100*
	Concrete - Station 1 Driveway					9,000	
	Regular materials to maintain buildings					4,500	
	Repairs for Fire Stations 1, 2, 4, 6					100,000	
432800	MATERIALS - EQUIPMENT	15,003	9,827	15,000	15,000	15,000	
433100	MEDICAL SUPPLIES	5,957	4,673	7,000	7,000	7,000	
434000	MINOR EQUIP & TOOLS	3,762	1,117	3,900	3,900	3,900	
434500	OFFICE SUPPLIES	3,525	2,982	4,500	2,000	4,500	>100*
434600	TRAINING & TESTING SUPPLY	2,359	1,072	5,159	600	5,159	>100*
435700	EMPLOYEE RECOG SUPPLIES	0	0	600	600	600	
437000	OTHER COMMODITIES	1,546	1,506	1,500	1,500	1,700	13
440900	PRINCIPAL PAYMENTS	128,382	12,770	13,402	13,402	12,770	(5)
441000	INTEREST PAYMENT	3,044	2,304	2,052	2,052	2,304	12
442300	RISK MANAGEMENT INSURANCE	549,564	472,848	536,868	536,868	550,000	2
442900	TRANSFER TO FIRE CAPITAL FUND	187,000	0	0	0	0	
444200	TRANSFER TO OTHER FUNDS	0	75,000	75,000	75,000	0	(100*)
445100	EMERGENCY COMM CONTRACT	285,749	314,497	398,725	398,725	337,049	(15)
446700	EDUCATIONAL SUPP FIRE PREVENT	0	0	2,000	2,000	2,000	
447200	BOND OR NOTE ISSUANCE COSTS	3,607	0	0	0	0	

10 GENERAL FUND		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
070 FIRE							
10470702 FIRE OPERATING EXPENSES							
449900	SMALL CAPITAL ITEMS	192,763	491,055	232,000	210,000	226,000	8
	Thermal Imaging Cameras					16,000	
	Radios					13,000	
	Opticom Equipment and Install					125,000	
	Security Cameras for Stations 4 & 6					12,000	
	Diesel Exhaust Filters					60,000	
449910	FIRE PROGRAMS	4,977	2,561	0	509	0	(100*)
452000	OTHER EQUIPMENT	23,084	9,119	34,290	34,290	46,000	34
	SCBA Masks					4,000	
	Flashlights					1,500	
	Nozzles					15,200	
	CAD Monitoring Equipment					2,000	
	Fire Extinguishers					2,000	
	Hose					9,300	
	Foam					12,000	
	10470702 Total:	**2,166,638**	**2,257,006**	**2,260,403**	**2,196,380**	**2,412,237**	**10**
FIRE	**TOTAL:**	**20,045,453**	**19,939,567**	**21,589,122**	**21,773,049**	**22,735,698**	**4**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**20,045,453**	**19,939,567**	**21,589,122**	**21,773,049**	**22,735,698**	
	SURPLUS (DEFICIT):	**(20,045,453)**	**(19,939,567)**	**(21,589,122)**	**(21,773,049)**	**(22,735,698)**	

PUBLIC WORKS DEPARTMENT - STREET MAINTENANCE

Program Description

The Public Works Department maintains approximately 825 lane-miles of paved streets as follows:

- 696 lane-miles of asphalt streets
- 93 lane-miles of concrete streets
- 22 lane-miles of brick streets
- 14 lane-miles of streets with other paved surfaces
- Under agreement with the State, the City maintains (pothole patching, snow/ice control, etc.) just over 36 lane-miles of State highways within the City:
    - Rt. 36/ Eldorado from Fairview to 27th St.
    - Rt. 105/ 22nd St. from Eldorado to Clay St.
    - Rt. 48 / Fairview from Eldorado to Sunset Ave
    - Rt. 51 / Franklin, Water and Main from Eldorado to Damon

As part of the street system:

- The City maintains 144 signalized intersections including 87 by contract for the State and 10 by contract for the County.
- The City maintains over 1,200 City owned street lights mostly in the downtown, along West Main to Millikin, and in Wabash Crossing.
- The City pays Ameren to maintain over 9,000 street lights. $1 million is proposed in the 2023 budget for street lighting which includes electricity for City owned lights and to maintain Ameren owned lights.

The City transfers approximately $500,000 per year from State Motor Fuel Tax funds to reimburse for traffic signal maintenance, including electricity and costs for a City Electrician, a Traffic Signal Technician along with their equipment, materials and vehicles.

The City receives around $80,000 per year from the State for traffic signal maintenance. Approximately $16,000 is collected yearly from the County for traffic signal maintenance. These funds are credited to the State MFT fund.

The City receives around $130,000 each year from the State for maintaining portions of State Routes in the City. These funds are credited to the General Fund.

Staffing

The Public Works Department has 127 authorized positions in 4 Divisions, 4 of the authorized positions have not been funded since the FY 2019 budget.

Street maintenance staffing varies with the priorities of the Department on any given day.

Engineering Division staff participate in project preparation and monitoring along with responding to the public on various street concerns. One engineer is generally devoted nearly exclusively to street maintenance. This includes pavement, traffic control, and general traffic issues. All Engineering Division expenses for street maintenance operations are funded by the General Fund.

The Municipal Services Division assigns work according to priority needs on a given day. Over the past year, 24,675 personnel hours were for street maintenance, including pavement patching/repairs, snow/ice operations, and traffic operations. This reflects 14 people, or about 38% of the resources in the Municipal Services Division assigned on a yearly basis to street maintenance operations.

Transfers from the State Motor Fuel Tax fund offset 2 traffic signal maintenance positions. All other street maintenance operations in the Division are supported by the General Fund.

Budget Highlights

The proposed programs, staffing, equipment, and resource levels of the Public Works Department in FY 2023 devoted to street maintenance track with those of the previous fiscal year except for the following proposed highlights, additions, or deletions:

Engineering Division

1. The Engineering Division is still running short of 2 Assistant City Engineer positions to manage the significant increase in capital improvement proposed for the City's water system and transportation, which includes pavement and traffic control.

2. Capital funds are allocated within the Non-Lake Water fund to retain the services of an engineering firm to help manage the water project load and continue designing planned improvements to the South Water Treatment Plant and the water distribution system. It is expected that the project management load will be reduced once an experienced engineer has been hired although it is likely that some ongoing assistance will be needed several years into the future.

Municipal Services Division

1. **Streets Section** Funding continues to focus on being more proactive in cleaning and maintaining major rights of way areas.

2. **Streets Section:** Increased funding by $30,000 is proposed for increased cost of Materials for Streets & Alleys.

3. **Traffic and Parking Section:** A new line item is proposed for Traffic Signal Repairs. Funding is proposed at $40,000. This is done in an effort to better track traffic signal repairs made by contractors, generally in response to traffic accidents, which costs are then billed to the involved parties. This funding will be reimbursed by State Motor Fuel Tax Funds.

4. **Traffic and Parking Section:** Increased funding by $20,000 for purchasing traffic signal equipment such as signal controllers and cabinets in order to increase our maintenance inventory and due to increased costs.

5. **Traffic and Parking Section:** Funding is proposed to replace 2 outdoor warning sirens. There are 21 sirens in the City's outdoor warning system, 11 have been upgraded and the remainder are 25-30 years old. New sirens generally run about $30,000 each. Siren replacement is planned at 22nd Street behind Fire Station #4 and Country Club Road by the Country Club.

6. **Land and Building Management:** The tree replacement program had 8 approved applications as of October, most intend to be planted this fall. Staff is disappointed at the low response. Trees were planted along MLK/Wood by the Ameren substation. About 30 trees were replaced in the downtown area. The tree program plans to continue with public outreach in the coming year to increase trees planted on private and public property. Staff may review options to increase public participation in the tree program. Staff is proposing $40,000 in the budget this year for replacement. We propose to use half of the funds on the private tree planting initiative and the remainder on planting trees on public property.

7. **Land and Building Management**: Funding is proposed to replace the door locks and gate controls at the Municipal Services Center. The cost would be $80,000 and is budgeted in the Services to Maintain Buildings line item.

8. **Land and Building Management:** It is anticipated that the City will cooperate with the Decatur Park District to grow trees for use in the City and the District.

9. **Central Business District:** In order to better track downtown related expenses, several line items have been relocated to a Central Business District section of the Municipal Services Division budget. These line items will include personnel, contractual services, materials, and capital purchases used in the CBD. Capital purchases will include bike racks and other street furniture, materials will include new banners for the street light poles, services will include contracts for garbage collection and mowing.

Performance Outcomes

1. Track costs to perform major tasks performed by the Municipal Services Division.

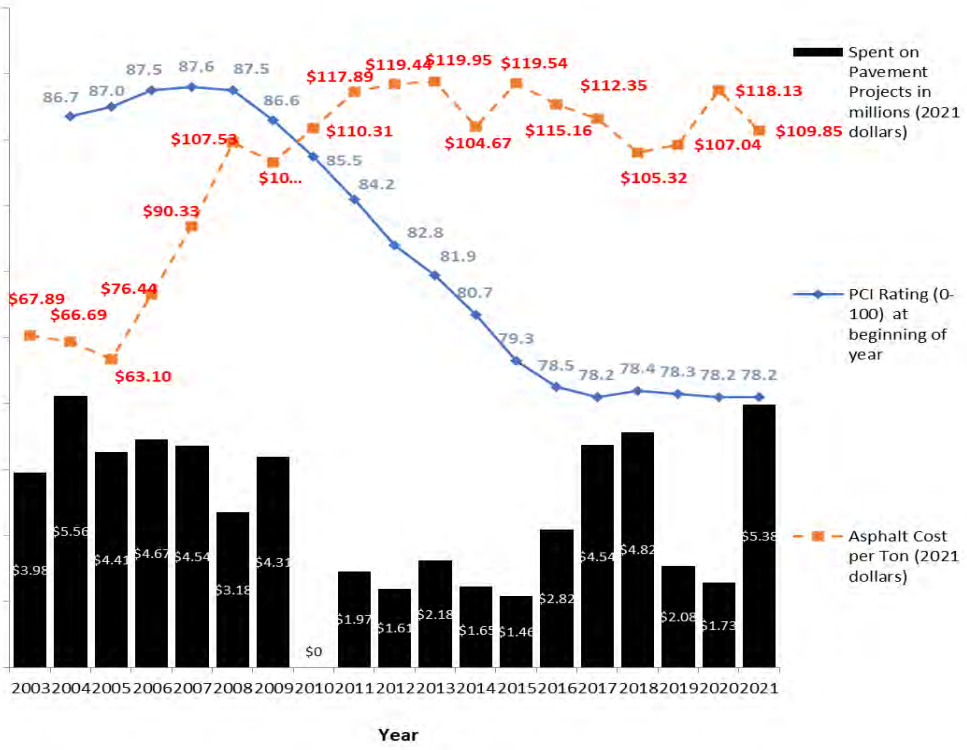
   2022 Update: The table below provides the Major Tasks performed by the Municipal Services Division and their associated costs.

	Municipal Services Division - Major Tasks			
Section / Work Item	**2019**	**2020**	**2021**	**2022 to Sept. 1**
	Land and Building Maintenance			
Tree Removal	$231,242	$274,647	$195,267	**$150,000**
Mowing City ROW	$177,894	$173,962	$102,313	**$95,000**
	Streets			
Street Repairs	$311,471	$252,981	$292,929	**$255,000**
Sidewalks	$35,696	$183,630	$145,641	**$190,000**
Spray Patcher	$0	$148,152	$88,846	**$120,000**
Pot Hole Patching	$369,483	$369,388	$313,426	**$365,000**
Street Sweeping	$585,576	$627,805	$598,097	**$486,000**
	Storm Drainage and Sanitary Sewers			
Root Cutting	$126,457	$92,700	$75,276	**$88,000**
Cleaning Sewers	$57,380	$86,452	$29,524	**$38,000**
Ditching	$62,201	$72,150	$37,608	**$45,000**
Catch Basin Cleaning	$54,840	$136,031	$126,090	**$121,900**

	Various			
Trash Removal	$70,177	$107,450	$92,103	**$65,000**
72 Hour Cleanups	$244,695	$278,611	$423,158	**$303,000**
Home Securing	$48,009	$48,290	$72,001	**$70,000**

2. Track the incremental changes to the pavement condition index against the capital funds spent and project costs.

   2022 UPDATE: The chart below provides the pavement condition index (PCI) update for 2022 (through 2021). The PCI is at 78.2 which is level from the previous years. The PSI is holding steady since the Local Motor Fuel tax was created. City streets are typically rated every two years, the street projects for 2022 will be updated in 2023 PCI rating.



3. Monitor construction contracts by:
   a. Tracking the percentage of contracts awarded with at least 2 bidders.

      2022 UPDATE: Public Works bid 10 projects in 2022 with nine of the projects receiving two or more bids. The only project that received one bid was asphalt street paving. Road paving is specialized work limiting the

number of contractors. It is also very difficult and expensive to haul the asphalt material long distances. Below is a four-year summary of the contracts.

b. Tracking the percentage of contracts meeting the City's minority goals.

2022 UPDATE: The summary below provides the 2021-22 percentage of minority hours worked on City projects. The total number of hours worked is 38,964 with 7,965 hours (20.4%) belonging to minority workers. The City's goal for hours belonging to minority workers, as set by the City Council, is 18%. Not all individual projects were able to meet that overall goal but the aggregate exceeds the goal set by the City Council. 2021-22 projects all found it increasingly difficult to staff minority workers. Area unions did not have sufficient minority workers available to fill positions.

2021-22 City of Decatur Completed Projects Summary Minority Hours									
	Male			Female			Total		
Demographic	**Count**	**Hours**	**%**	**Count**	**Hours**	**%**	**Count**	**Hours**	**%**
Unspecified	0	0.0	0.0%	0	0.0	0.0%	0.0	0.0	0.0%
African American	56	5,084.6	14.2%	1	60.0	0.2%	57	5,144.6	13.2%
Caucasian	345	30,460.7	75.8%	14	538.5	2.2%	359	30,999.2	79.6%
Native American	6	1,556.8	1.8%	0	0.0	0.0%	6	1,556.8	4.0%
Asian	4	498.5	1.6%	0	0.0	0.0%	4	498.5	1.3%
Asian Pacific	1	58.0	0.2%	0	0.0	0.0%	1	58.0	0.1%
Hispanic	12	530.8	2.5%	1	7.5	0.0%	13	538.3	1.4%
Latin America	0	0.0	0.0%	0	0.0	0.0%	0	0.0	0.0%
Subcontinent Asian	0	0.0	0.0%	0	0.0	0.0%	0	0.0	0.0%
Other	4	169.0	1.3%	0	0.0	0.0%	4	169.0	0.4%
Totals	**428**	**38,358.3**	**97.5%**	**16**	**606.0**	**2.5%**	**444.0**	**38,964.3**	**100.0%**
Total Minority	**83**	**7,897.6**	**21.7%**	**2**	**67.5**	**0.2%**	**81**	**7,965.1**	**20.4%**

c. Tracking the percentage of completed contracts that met their approved minority goals.

2021 UPDATE: The summary below provides the 2021-22 percentage of minority business enterprise contracts for City projects. Subcontracting is not required on City projects. However, when subcontracting is used, the Public Works Department requires that 2-3 contacts be made with minority

businesses for each subcontracting opportunity. That requirement was met by all contractors in 2021-22. In August of 2020, the City Council approved changes to the participation goals for Public Works projects to include providing materials for the project.

Minority Business Enterprise Project Participation Projects Complete in 2021-22			
Project Number	**Project Name**	**Final MBE %**	**Status of MBE Goal**
2016-04	32nd and Fulton Drainage Improvements	0	Good Faith Effort
2020-04	Johns Hill Water Services	8.6	Good Faith Effort
2020-09	2020 Misc. Sanitary Improvements	2.9	Good Faith Effort
2021-09	2021 Misc. Sanitary Improvements	0.3	Good Faith Effort
2021-14	Manhole Rehabilitation Project	0	Good Faith Effort
2021-21	CDBG Sidewalk Improvement Project	7.1	Good Faith Effort
2021-25	2021 Local MFT Street Improvement	8.17	Good Faith Effort
2021-28	2021 Trenchless Long Lining	0	Good Faith Effort

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
080	**PUBLIC WORKS ADMIN**						
10480801	**PW MSC ADMIN PERSONNEL**						
409000	SALARIES	180,921	184,261	188,834	188,834	195,443	3
410100	OVERTIME	3,753	921	3,000	3,000	3,000	
410500	PENSION CONTRIBUTION	19,932	21,908	15,564	15,564	12,169	(22)
410700	FICA/MEDICARE	13,934	14,025	14,445	14,445	15,311	6
411100	LIFE INSURANCE	530	540	567	567	600	6
411200	MEDICAL INSURANCE	35,100	35,700	39,000	39,000	41,600	7
411500	SERVICE RECOGNITION	1,630	1,690	1,690	1,690	1,700	1
	10480801 Total:	**255,800**	**259,045**	**263,100**	**263,100**	**269,823**	**3**
10480802	**PW ADM OPERATING EXPENSE**						
411300	TO EMPL BENEFITS-UNEMPLOYMENT	72	72	72	72	76	6
420200	PRINTING AND BINDING	0	0	100	0	100	100*
421700	SERV TO MAINT COMM EQUIP	36,240	36,240	37,000	36,250	37,000	2
423300	TELEPHONE	685	800	1,000	870	1,000	15
424000	TRAINING SCHOOL EXPENSES	0	168	2,500	1,500	500	(67)
	Professional License requires yearly training Misc-$500					500	
424100	CONFERENCES & TRAVEL	120	1,976	1,200	500	4,000	>100*
	APWA National Conf. San Diego-$3,000 APWA IL Chapter Conf.-$400 T.H.E. Conference-$100 Local APWA Section Meetings-$100 Misc-$400					4,000	
424500	POSTAGE	22,110	3,273	20,000	1,500	10,000	>100*
424700	COMPUTER SOFTWARE	25,000	25,000	30,000	25,000	10,000	(60)
	Misc-$10,000					10,000	
425300	RECORDING FEES	0	159	250	50	250	>100*
428000	PROFESSIONAL FEES	58,905	54,780	72,000	45,000	72,000	60
	Court Reporter-$125 Locating Services-$1,875 USIC-$70,000 All disciplinary hearings require a Court Reporter					72,000	
428400	MEMBERSHIP FEES	1,224	500	1,435	1,000	1,500	50
	IPWMAN-$500 APWA-$170 ASCE-$300 AWWA-$300 WEF-$165 IPWMAN & APWA Membership Renewals/APWA due in November					1,500	
428500	RECEPTION & ENTERTAINMENT	0	218	700	1,220	1,200	(2)
428800	RENTAL - COPY MACHINE	2,110	2,010	1,950	2,360	1,950	(17)
430200	PUBLICATIONS	317	462	500	300	500	67
434000	MINOR EQUIP & TOOLS	53	0	100	0	100	100*
434500	OFFICE SUPPLIES	4,226	4,622	6,000	4,700	6,500	38
435700	EMPLOYEE RECOG SUPPLIES	173	299	1,000	800	1,000	25
440900	PRINCIPAL PAYMENTS	118,586	122,005	111,623	111,623	110,000	(1)
441000	INTEREST PAYMENT	10,015	6,596	2,699	3,103	3,200	3
442300	RISK MANAGEMENT INSURANCE	504	432	504	504	500	(1)

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
080 PUBLIC WORKS ADMIN							
10480802 PW ADM OPERATING EXPENSE							
449900	SMALL CAPITAL ITEMS	0	150	500	0	500	100*
	Misc-$500					500	
	Not used often in PW Adm.						
449940	LEASE PURCHASE	0	24,575	0	0	0	
	10480802 Total:	**280,340**	**284,337**	**291,133**	**236,352**	**261,876**	**11**
	PUBLIC WORKS ADMIN TOTAL:	**536,140**	**543,382**	**554,233**	**499,452**	**531,699**	**6**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**536,140**	**543,382**	**554,233**	**499,452**	**531,699**	
	SURPLUS (DEFICIT):	**(536,140)**	**(543,382)**	**(554,233)**	**(499,452)**	**(531,699)**	

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
082 ENGINEERING							
10480821 ENGINEERING PERSONNEL							
409000	SALARIES	685,200	599,938	971,194	971,194	878,583	(10)
410100	OVERTIME	7,650	11,065	15,000	15,000	15,000	
410500	PENSION CONTRIBUTION	73,498	70,655	89,251	89,251	54,476	(39)
410700	FICA/MEDICARE	51,304	45,130	75,444	75,444	68,543	(9)
411100	LIFE INSURANCE	1,321	1,146	1,340	1,340	1,400	4
411200	MEDICAL INSURANCE	170,100	149,986	253,500	253,500	249,600	(2)
411500	SERVICE RECOGNITION	2,630	2,319	4,570	4,570	2,400	(47)
	10480821 Total:	**991,703**	**880,239**	**1,410,299**	**1,410,299**	**1,270,002**	**(10)**
10480822 ENGINEERING OPERATING							
411300	TO EMPL BENEFITS-UNEMPLOYMENT	348	420	420	420	441	5
420300	GRAPHIC REPRODUCTIONS	181	2,973	1,500	1,000	1,500	50
421300	SERV-OFFICE EQUIPMENT	0	0	100	0	100	100*
421400	SERVICE- OTHER EQUIP	675	910	1,500	1,500	1,500	
	Repair/Calibrate Survey Equipment if necessary-Concrete Testing Equipment-$600 Survey Lath-$700 Equipment must be calibrated yearly-$200					1,500	
423300	TELEPHONE	7,763	9,168	10,000	9,500	11,000	16
424000	TRAINING SCHOOL EXPENSES	940	26	4,775	3,500	6,025	72
	Professional Engineer Licenses require yearly training University of Wisconsin-$2,200 FHWA/ITE Training-$650 Tech Training-$1,000 EnviroCert Stormwater Training-QSM-$500 NASSCO Training-$1,075 Lunch Staff Meetings-$600 Training Expenses to be offset Conference & Travel					6,025	
424100	CONFERENCES & TRAVEL	617	3,694	4,000	500	6,100	>100*
	Traffic Engineering & Safety Conference at U of I APWA IL Chapter Conference Peoria APWA Meetings Local Minority Trade Conferences WEF-Chicago-$2,500 APWA Annual Conference or WEF-$3,200 APWA Peoria-$200 T.H.E. Conference-$200 WaterCON-$500 Misc-$400					6,100	
424300	MOTOR VEHICLE EXPENSES	36,180	12,348	13,476	13,476	14,150	5
424500	POSTAGE	911	746	2,000	1,750	2,000	14
424700	COMPUTER SOFTWARE	12,140	11,862	13,500	12,603	14,700	17
	Service Agreements for 2023 AutoCAD $11,500 and Lucity (Pavement Mgt) $3,000 Adobe-$200 New ACAD License budgeted in 2022					14,700	
427100	TEMP AGENCY SERVICES	2,567	26,525	20,000	9,500	20,000	>100*
	Funds are for summer interns and temporary staff FY2023 One intern is approximately $10,000 per summer and we try to hire 2 each summer.					20,000	
427500	UTILITY LICENSE	500	515	0	549	0	(100*)

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
082	**ENGINEERING**						
10480822	**ENGINEERING OPERATING**						
428000	PROFESSIONAL SERVICES	0	0	38,000	36,000	38,000	6
	Used for various unforeseen projects and testing.					38,000	
	Material testing/Subsurface investigation for projects-$5,000						
	Bridge Structural Analysis-$3,000						
	Parking Garage B&C Analysis-$30,000						
428400	MEMBERSHIP FEES	525	540	1,350	850	1,350	59
	WEF-$150					1,350	
	NASCO-$300						
	APWA-$600						
	Misc-$300						
428800	RENTAL - COPY MACHINE	818	655	1,000	1,000	1,000	
430200	PUBLICATIONS	1,704	2,190	2,000	1,000	2,000	100
430700	GENERAL SAFETY GEAR	746	1,069	1,100	1,100	1,200	9
431000	FUEL EXPENSE	4,068	4,409	5,048	5,048	5,300	5
434000	MINOR EQUIP & TOOLS	735	2,850	2,000	1,500	2,000	33
442300	RISK MANAGEMENT INSURANCE	3,132	2,700	2,880	2,880	3,000	4
449900	SMALL CAPITAL ITEMS	455	1,267	2,350	3,692	6,700	81
	Digital Levels-$500					6,700	
	1 Computer-$3,500						
	Misc-$500						
	Standing Desk-2@$450-$900						
	GPS Batteries-$700						
	Car Laptop Holders-$600						
451000	AUTOMOTIVE EQUIPMENT	0	67,275	73,000	0	0	
	10480822 Total:	**75,005**	**152,142**	**199,999**	**107,368**	**138,066**	**29**
	ENGINEERING TOTAL:	**1,066,708**	**1,032,381**	**1,610,298**	**1,517,667**	**1,408,068**	**(7)**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**1,066,708**	**1,032,381**	**1,610,298**	**1,517,667**	**1,408,068**	
	SURPLUS (DEFICIT):	**(1,066,708)**	**(1,032,381)**	**(1,610,298)**	**(1,517,667)**	**(1,408,068)**	

10 GENERAL FUND

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
083	**MUNICIPAL SERVICES**						
10480831	**MUNICIPAL SERVICES PERSONNEL**						
409000	SALARIES	2,450,622	2,302,425	2,617,414	2,617,414	2,712,374	4
410100	OVERTIME	109,129	134,747	155,000	155,000	160,000	3
410500	PENSION CONTRIBUTION	276,943	294,995	250,903	250,903	157,856	(37)
410700	FICA/MEDICARE	190,152	186,073	212,090	212,090	221,267	4
411100	LIFE INSURANCE	3,683	3,382	4,574	4,574	3,500	(23)
411200	MEDICAL INSURANCE	775,903	749,610	877,500	877,500	894,400	2
411500	SERVICE RECOGNITION	19,919	19,707	40,480	40,480	20,000	(51)
	10480831 Total:	**3,826,351**	**3,690,939**	**4,157,961**	**4,157,961**	**4,169,397**	**0**
10480832	**MUNICIPAL SERV OPERATING EXP**						
411300	TO EMPL BENEFITS-UNEMPLOYMENT	1,680	1,800	1,728	1,728	1,814	5
423100	ELECTRICITY	17,576	18,313	18,000	24,000	25,400	6
423200	NATURAL GAS	5,032	6,064	10,000	13,500	15,000	11
423300	TELEPHONE	22,502	25,853	25,000	22,000	25,000	14
424300	MOTOR VEHICLE EXPENSES	2,292	516	3,432	3,432	3,604	5
426500	MEDICAL EXPENSES	0	0	600	0	0	
426900	WEATHER SERVICES	4,275	0	4,872	4,275	4,361	2
427100	TEMPORARY AGENCY FEES	86,412	104,113	100,000	98,000	100,000	2
	Seasonal workers for concrete crew, mowing crews, and ROW clean up. Up to 10 seasonal workers.					100,000	
428800	RENTAL-COPY MACHINE	1,105	1,007	1,300	1,300	1,300	
430400	CLOTHING	0	0	4,473	4,400	5,500	25
431000	GASOLINE	389	694	700	500	735	47
442300	RISK MANAGEMENT INSURANCE	610,800	599,400	968,592	968,592	908,000	(6)
	10480832 Total:	**752,063**	**757,760**	**1,138,697**	**1,141,727**	**1,090,714**	**(4)**
	MUNICIPAL SERVICES TOTAL:	**4,578,414**	**4,448,699**	**5,296,658**	**5,299,688**	**5,260,111**	**(1)**
	Fund Revenue TOTAL:	**0**	**0**	**0**	**0**	**0**	
	Fund Expense TOTAL:	**4,578,414**	**4,448,699**	**5,296,658**	**5,299,688**	**5,260,111**	
	SURPLUS (DEFICIT):	**(4,578,414)**	**(4,448,699)**	**(5,296,658)**	**(5,299,688)**	**(5,260,111)**	

10 GENERAL FUND

084 STREETS

10480842 STS & SEWERS OPERATING

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
420200	PRINTING AND BINDING	460	275	400	600	800	33
421400	SERVICE- OTHER EQUIP	3,358	611	1,800	7,200	2,000	(72)
	Minor equipment repair					2,000	
424000	TRAINING SCHOOL EXPENSES	0	2,103	900	900	1,500	67
	Vactor training; 2 workers excavation training					1,500	
424100	CONFERENCES & TRAVEL	0	3,285	3,500	3,500	3,500	
	IPSI for Wagers and Bowman					3,500	
424300	MOTOR VEHICLE EXPENSES	586,440	571,574	686,388	686,388	720,707	5
424500	POSTAGE	48	42	75	35	75	>100*
426400	LANDFILL SERV/LANDSCAPE WASTE	148,366	99,342	150,000	150,000	150,000	
428400	MEMBERSHIP FEES	700	720	720	740	800	8
	APWA memberships					800	
428900	RENTAL - EQUIPMENT	0	471	1,000	0	1,000	100*
430200	PUBLICATIONS	292	292	350	350	350	
430700	GENERAL SAFETY GEAR	1,680	2,648	4,000	2,500	4,000	60
430800	PERSONAL SAFETY GEAR	3,553	2,969	4,200	4,200	4,500	7
430900	CHEMICALS	805	359	750	1,050	1,500	43
431000	FUEL EXPENSE	85,018	106,357	120,142	120,142	126,149	5
432200	MAT FOR STREETS & ALLEYS	117,799	107,733	130,000	150,000	160,000	7
432600	MATERIAL FOR SIDEWALKS	10,816	34,079	35,000	30,000	35,000	17
432800	MATERIALS - EQUIPMENT	0	1,054	2,000	2,000	3,000	50
434000	MINOR EQUIP & TOOLS	7,015	6,900	12,000	12,000	12,000	
435700	EMPLOYEE RECOG SUPPLIES	128	174	0	0	1,000	100*
435800	MAT FOR SNOW & ICE	3,664	10,373	15,000	15,000	15,000	
436000	TRAFFIC CONTROL SUPPLIES	2,454	2,304	5,000	9,000	10,000	11
443000	EMPLOYEE CLD REIMBURSEMENT	155	245	500	0	0	
449900	SMALL CAPITAL ITEMS	1,109	8,158	10,000	10,000	10,000	
	Tamps, Power Screed					10,000	
	10480842 Total:	**973,860**	**962,068**	**1,183,725**	**1,205,605**	**1,262,881**	**5**
	STREETS TOTAL:	**973,860**	**962,068**	**1,183,725**	**1,205,605**	**1,262,881**	**5**

10 GENERAL FUND

086 TRAFFIC & PARKING

10480862 TRAF PARKING OPERATING

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
420900	SERV - CENTRAL PARK/CITY PLAZA	18,562	9,046	0	0	0	
421000	SERVICE TO MAINT BUILDINGS	1,553	3,604	2,000	9,000	9,000	
421400	SERVICE- OTHER EQUIP	5,532	2,828	3,000	400	2,200	>100*
	Repairs to mowers, weed trimmers, and blowers					2,200	
422100	SERV - STREET LIGHTING	3,032	11,329	28,000	20,000	28,000	40
422200	SERV - TRAFFIC EQUIP	82,957	44,873	30,000	42,000	45,000	7
423500	ELECTRICITY-STREET LIGHTS	794,224	858,273	900,000	960,000	800,000	(17)
423600	ELECTRICITY-TRAFFIC LIGHTS	122,789	110,916	130,000	120,000	130,000	8
424000	TRAINING SCHOOL EXPENSES	0	1,960	2,800	1,597	2,800	75
	IMSA certifications for 2 electricians and 1 crew chief					2,800	
424300	MOTOR VEHICLE EXPENSES	46,884	45,812	50,508	50,508	53,033	5
424500	POSTAGE	803	285	800	400	700	75
428000	PROFESSIONAL SERVICES	13,977	14,396	0	0	0	
428400	MEMBERSHIP FEES	565	450	300	285	300	5
	Annual IMSA membership fees					300	
430800	PERSONAL SAFETY GEAR	1,801	1,308	2,500	1,000	2,500	>100*
431000	FUEL EXPENSE	9,059	10,647	12,057	12,057	12,660	5
431200	JANITORIAL SUPPLIES	175	0	250	150	250	67
432000	MATERIALS - BUILDINGS	1,082	1,295	3,000	2,500	2,500	
432100	MATERIAL FOR SIGNS	37,954	33,245	55,000	55,000	70,000	27
432500	MATERIAL - CENTRAL PARK	4,926	4,178	5,000	4,200	4,500	7
432710	MATERIAL TRAFFIC SIGNALS	94,126	65,171	90,000	95,000	65,000	(32)
432720	MATERIALS - ADOPT A STREET	0	131	800	400	700	75
432730	TRAFFIC SIGNAL REPAIRS	0	0	0	0	40,000	100*
432800	MATERIALS - EQUIPMENT	798	190	1,000	1,000	1,000	
432900	MATERIAL - STREET LIGHTS	14,393	14,603	15,000	18,000	18,000	
433000	MATERIAL - SIRENS	16,893	51,919	57,500	35,000	57,500	64
434000	MINOR EQUIP & TOOLS	3,269	1,246	5,000	4,500	4,500	
440900	PRINCIPAL PAYMENTS	55,028	5,474	5,475	5,475	5,500	0
441000	INTEREST PAYMENT	1,306	988	880	880	850	(3)
447200	BOND OR NOTE ISSUANCE COSTS	1,552	0	0	0	0	
449900	SMALL CAPITAL ITEMS	8,792	3,305	5,000	4,000	5,000	25
	Gas powered post driver and cut off saw					5,000	
	10480862 Total:	**1,342,032**	**1,297,472**	**1,405,870**	**1,443,352**	**1,361,493**	**(6)**
	TRAFFIC & PARKING TOTAL:	**1,342,032**	**1,297,472**	**1,405,870**	**1,443,352**	**1,361,493**	**(6)**

10 GENERAL FUND

088 LAND AND BUILDING MGMT

10480882 LAND & BUILDING MGMT OPERATING

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
420200	PRINTING AND BINDING	0	0	50	0	50	100*
420400	HAZARDOUS TREE REMOVAL	84,586	111,715	110,000	105,000	110,000	5
420600	SECURING PROPERTY	0	0	0	0	20,000	100*
	Boarding up of vacant properties - budget moved from Planning & Development for FY23					20,000	
420800	LANDSCAPE WASTE	19,440	10,470	22,000	22,000	22,000	
421000	SERVICE TO MAINT BUILDINGS	32,475	41,631	65,000	58,000	145,000	>100*
	HVAC, Air Compressor, Overhead door repairs and maintenance. Increased due to higher cost and age of the building and changing the door locks at MSC.					145,000	
421400	SERVICE- OTHER EQUIP	1,707	317	2,000	1,600	2,000	25
	Mower and chain saw repairs					2,000	
424000	TRAINING SCHOOL EXPENSES	0	215	500	240	350	46
	Roping and rigging training for tree cutting					350	
424300	MOTOR VEHICLE EXPENSES	230,736	250,356	301,740	301,740	316,827	5
424500	POSTAGE	3	1	50	5	30	>100*
426700	PEST CONTROL	0	0	200	200	240	20
427800	TREE REPLACEMENT	254	0	80,000	75,000	40,000	(47)
428060	JANITORIAL SERVICES	44,380	45,285	47,628	47,628	49,200	3
428400	MEMBERSHIP FEES	876	360	500	560	500	(11)
	Tree City USA membership and IL Pesticide license for 5 employees					500	
429900	CONTRACTUAL SERVICES	63,372	67,640	50,000	45,000	50,000	11
	Contracts for weed spraying, garbage service, bird control and slope mower rental					50,000	
430300	HORTICULTURAL SUPPLIES	0	269	300	300	300	
430700	GENERAL SAFETY GEAR	604	454	1,500	900	1,500	67
430800	PERSONAL SAFETY GEAR	2,108	750	1,500	700	1,500	>100*
430900	CHEMICALS	955	0	1,000	1,000	2,000	100
431000	FUEL EXPENSE	25,274	28,284	30,749	30,749	32,286	5
431200	JANITORIAL SUPPLIES	2,619	3,546	5,000	5,300	6,000	13
432000	MATERIALS - BUILDINGS	2,762	853	2,000	600	1,500	>100*
432800	MATERIALS - EQUIPMENT	17	577	2,000	1,200	2,000	67
434000	MINOR EQUIP & TOOLS	1,590	1,438	3,000	3,000	3,000	
449900	SMALL CAPITAL ITEMS	9,750	5,420	10,000	13,371	7,000	(48)
	Large chain saws					7,000	
	10480882 Total:	**523,508**	**569,581**	**736,717**	**714,093**	**813,283**	**14**
	LAND AND BUILDING MGMT TOTAL:	**523,508**	**569,581**	**736,717**	**714,093**	**813,283**	**14**

AMERICAN RESCUE PLAN (ARP) ALLOCATIONS

The city of Decatur has received $33,811,068 in American Rescue Plan (ARP) funds. Transfers from the U.S. Treasury to the city were made twice, the first in 2021 and the second in 2022; 100% of the expected amount has now been received. No additional ARP funds will be transferred to the city under this program (although there are other ARP monies the city can access through competitive application processes). All of the ARP funds must be spent, contracted, or legally encumbered by December 31, 2024. Once encumbered, the city must spend down 100% of the funds no later than December 31, 2026.

The pie chart following this narrative summarizes how the City Council has allocated ARP monies so far, based on two governing body meetings where ARP expenditures were discussed and allocated. The council's instructions were inserted into the adopted 2022 budget. The City Council chose to dedicate most of its ARP money to utility infrastructure (water, sewer and broadband) and to neighborhood revitalization and rehabilitation. A lesser amount was allocated to public safety.

Illinois is a high-tax state with structural impediments to attracting new businesses, which contributes to out-migration from the state. To counter these headwinds, one of Decatur's key economic development assets is plentiful supplies of water, sewer and broadband capacity to attract more manufacturing and industrial expansion. Major ARP funding is allocated to utilities because of the need to maintain and expand these assets to assist economic development. Consequently, the city is pursuing critical infrastructure projects like claricones at the South Water Treatment Plant, the Ellen & Division sewer project, faster extension of the city's broadband network, and a new sewer lift station at Brush College and Hubbard, all using (at least in part) ARP funds. The second major category of ARP funding is the council's top strategic planning goal: neighborhood revitalization and rehabilitation. It is recommended that the city continue to deploy its ARP funds to emphasize the priorities depicted in the pie chart—while still making minor course corrections every year to reflect what the city has learned along the way, account for new developments and opportunities and actual expenditure trends.

The expenditure summary on the following page summarizes how the city's ARP allotments have flowed through multiple budgets, multiple allocation conversations and budget amendment ordinances, as well as suggesting how to spend the balance of ARP funds prior to the deadlines. This accounting is not a division of the budget. ARP funds are transferred to the funds from which final expenditures will be made in accordance with activity based governmental fund accounting. As a result, ARP funds can be found in many different sections of the budget: General Fund, Water Fund, Sewer Fund, Fiber Enterprise Fund, Motor Fuel Tax Fund and Special Purpose Community Development Funds. Because ARP funds are dispersed in this way, it is very difficult for the City Council to have a "big picture" understanding of where all the money is going. This chart is intended to provide this big picture.

Fund 84 (ARP supported) – Additional Detail

- Owner-occupied Housing Rehab: This funding source will provide up to $50,000 per eligible home through the program for rehabilitation. It also includes the $450,000 for the Small Home Improvement Program that is being managed by NCF.
- Rental Rehab Program: This funding source will provide up to a $30,000 loan at 3.25% interest to eligible landlords to rehabilitate their rental properties.
- Housing Assistance Rehab Programs & Contracts with Non-Profits: This funding source is where we have budgeted $500,000 for the Central Illinois Land Bank Authority ($150,000 for operating and $350,000 for the Abandonment to Rehab Program), and the project with Habitat for Humanity. We have also budgeted the remaining $400,000 for lead abatement, tool library and other housing related programs (with non-profit partners yet-to-be selected)
- Contractual Services: This funding source is for Key Strategic Group to provide technical assistance for the workforce development project, hiring a staff person to facilitate the implementation of the workforce development project (if needed) and other ARP eligible services, such as youth activities.
- Professional Services: This funding source is for the implementation and/or a second round of Great Streets Great Neighborhoods (if it is decided to start a second wound in 2023), hiring a consultant to assist with the reporting of ARP and any other professional services needed for grant/projects implementation. Currently, Great Streets, Great Neighborhoods is funded 100% by DUATS.
- Land Acquisition ($200,000) – this funding source is for targeted acquisitions for the purpose of creating catalyst projects.

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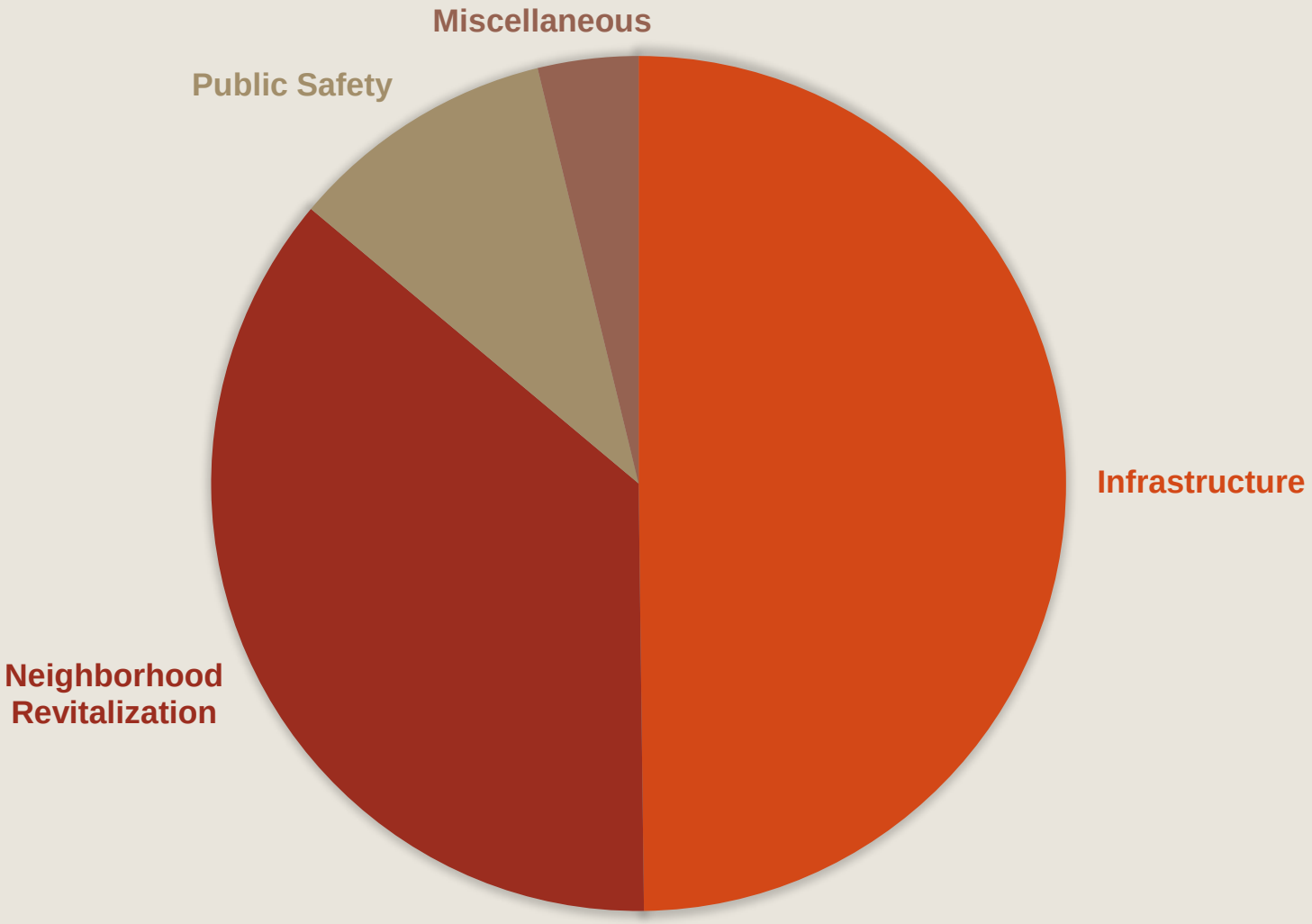
Tracking American Rescue Plan (ARP) Allocations

Total received in 2021 & ‘22

$33,822,136

- Infrastructure - $16,828,096
  - Water improvement projects
  - Sewer improvement projects
  - Road improvement projects
  - Broadband expansion
- Neighborhood Revitalization – $12,278,859
  - Demolitions
  - Home/Building rehabilitation
  - Rent/Utility assistance
- Public Safety - $3,416,732
  - Police/Fire equipment
  - Enhancing staffing
  - Leadership/Intervention programs
- Miscellaneous - $1,298,449
  - Non-profit assistance
  - Workforce Development
  - Communications Consulting
  - COVID expenses

ARP MONIES - $33,822,136



ARP Distribution

	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2022 Encumbered	2023 Recommended Budget	2024 Proposed	2025 Proposed	MULTI-YEAR TOTAL
Dove, Inc.	450,000	417,566	150,000	319,340					736,906
Children's Museum	200,000	200,000							200,000
African American History Museum			25,000	25,000					25,000
Millikin U. Torrence Park Project Grant			5,700	5,700		6,000		6,000	17,700
COVID reserve			53,000						
Communications consultant			35,000						
Civic leadership programs			50,000	50,000		50,000	50,000	50,000	200,000
Public Safety	1,000,000								
Recruitment			180,000	49,993		135,000	135,000	135,000	454,993
Training				24,592					24,592
Equipment and software			498,000	403,760	24,308	352,000	302,000	302,000	1,384,068
Macon County and Community Programs			30,000	30,000		30,000		30,000	90,000
Building/housing rehabilitation in qualified tracts									
Contracts with nonprofits for building rehab			1,000,000		700,000	2,000,000	300,000	300,000	2,850,000
Owner occupied housing rehab						1,000,000	600,000		1,800,000
Rental rehab program						1,000,000	250,000	250,000	1,500,000
Building/housing demolition									
Land acquisition				249,125		200,000	166,223		615,348
Demos - residential community revilatization Fund 84	1,074,608	1,074,608		859,474	215,134	2,000,000	500,000	500,000	4,324,608
Demos - ARP Fund			500,000						
Contractual & professional services for demos & rehab						400,000	100,000	100,000	600,000
Matching for grant expenses						500,000	100,000	100,000	700,000
Library Building improvement Workforce Development			400,000	350,000	360,000	360,000			710,000
Water System Capital									
SWTP East Clarifiers Conversion	6,000,000	6,000,000	4,000,000	5,316,045	4,683,955				10,000,000
Sewer System Capital									
Ellen/Division I&I Reduction	3,000,000	3,000,000	2,000,000	2,371,941	3,728,146	2,628,059			5,000,000
Broadband Expansion	1,000,000	1,000,000		163,308	128,308	694,448	13,936		1,000,000
Housing Assistance programs	2,000,000	2,000,000	1,800,000	170,553		900,000			1,170,553
undefined	1,765,664								
Street Program Revenue Replacement									
State Motor Fuel Tax Fund	188,458	188,458	407,300						595,758
Local Motor Fuel Tax Fund	232,338	232,338							232,338
Total	16,911,068	14,112,970	11,134,000	10,388,830	9,839,851	12,255,507			33,811,068

ARP

Fund Summary

		2022 Projection		2023 Budget
Fund Number and Name				
99 ARP				
This fund accounts for activities related to federal monies dispersed as part of the "American Rescue Plan" law.				
Fund Revenue		16,900,000		-
Fund Expense		12,803,300		1,509,300
Surplus / (Deficit)	$	4,096,700	**$**	**(1,509,300)**
Beginning Cash Balance	**$**	**1,998,097**	**$**	**6,094,797**
Ending Cash Balance	**$**	**6,094,797**	**$**	**4,585,497**

99 AMERICAN RESCUE PLAN (ARP)

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
850 GRANTS							
9943850 AMERICAN RESCUE PLAN REVENUE							
302109	FEDERAL GRANTS ARP	0	2,415,664	16,900,000	0	0	
	9943850 Total:	**0**	**2,415,664**	**16,900,000**	**0**	**0**	**<(100*)**
99438507 ARP FUNDED PROJECTS							
445010	HOUSING ASSISTANCE PROGRAMS	0	0	1,800,000	0	0	
445020	DOVE PROGRAM ASSISTANCE	0	417,566	150,000	0	0	
445030	CHILDREN'S MUSEUM	0	0	200,000	0	0	
	99438507 Total:	**0**	**417,566**	**2,150,000**	**0**	**0**	**<(100*)**
	GRANTS TOTAL:	**0**	**2,833,230**	**19,050,000**	**0**	**0**	**<(100*)**

99 AMERICAN RESCUE PLAN (ARP)

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
851	**ARP PUBLIC SAFETY**						
99438517	**ARP PROJECTS-PUBLIC SAFETY**						
408899	MISC EXPENSE	0	0	708,000	0	517,000	100*
	GrayKey					52,000	
	Various equipment and tech for crime suppression					50,000	
	Flock Cameras					250,000	
	Recruiting					40,000	
	Sign-on bonuses					95,000	
	Drug, weapons, and related intervention programs					30,000	
	99438517 Total:	**0**	**0**	**708,000**	**0**	**517,000**	**<(100*)**
	ARP PUBLIC SAFETY TOTAL:	**0**	**0**	**708,000**	**0**	**517,000**	**<(100*)**

99 AMERICAN RESCUE PLAN (ARP)

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
852 ARP PUBLIC WORKS							
99438527 ARP PROJECTS-PUBLIC WORKS							
408899	MISC EXPENSE	0	0	8,807,300	0	0	
	99438527 Total:	**0**	**0**	**8,807,300**	**0**	**0**	**<(100*)**
	ARP PUBLIC WORKS TOTAL:	**0**	**0**	**8,807,300**	**0**	**0**	**<(100*)**

99 AMERICAN RESCUE PLAN (ARP)

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
853 ARP EXTERNAL ORGANIZATION							
99438537 ARP PROJECTS-EXTERNAL ORGS							
408899	MISC EXPENSE	0	0	1,050,000	57,700	992,300	>100*
	99438537 Total:	**0**	**0**	**1,050,000**	**57,700**	**992,300**	**>100***
	ARP EXTERNAL ORGANIZATION TOTAL:	**0**	**0**	**1,050,000**	**57,700**	**992,300**	**>100***

99 AMERICAN RESCUE PLAN (ARP)

		2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget	% vs 2022P
854 ARP INTERNAL ORGANIZATION							
99438547 ARP PROJECTS-INTERNAL ORGS							
408899	MISC EXPENSE	0	0	88,000	0	0	
	99438547 Total:	**0**	**0**	**88,000**	**0**	**0**	**<(100*)**
ARP INTERNAL ORGANIZATION	**TOTAL:**	**0**	**0**	**88,000**	**0**	**0**	**<(100*)**
	Fund Revenue TOTAL:	**0**	**2,415,664**	**16,900,000**	**0**	**0**	
	Fund Expense TOTAL:	**0**	**417,566**	**12,803,300**	**57,700**	**1,509,300**	
	SURPLUS (DEFICIT):	**0**	**1,998,098**	**4,096,700**	**(57,700)**	**(1,509,300)**	