



## CITY COUNCIL MEMORANDUM

**To: Mayor and City Council**  
**From: Walter Denton, City Administrator**  
**Date: March 13, 2006**  
**Subject: FY2006 Third Quarter Report**

This report contains updates on projects and operations from each department for the fourth quarter of our fiscal year from November 1 – January 31. This is generally a slow time with the holidays and construction slowing down during the winter.

This quarterly report features the new list of City Council goals from the November 6 City Council Retreat. The goals will serve as guidelines for staff as we provide City services. Each quarter, we will provide status updates on how well we are implementing the goals.

There are two primary purposes for the Quarterly Report:

1. Our ongoing effort to keep the City Council informed about how its laws and policies are being implemented throughout the organization. A group makes better decisions when they are informed and are comfortable with the issues. These reports contain summaries of department activities that should provide some insight into the day-to-day operations of the City.
2. To provide a management tool with which the Management Team can identify trends and make decisions on operations, budgeting, and staffing levels. Departments collect data on all kinds of things. Our goal with this Quarterly Report is to integrate this data into a format where we can track and compare activities between previous quarters and years. We did not want to create more busywork for the staff but to identify critical activities within the organization and try to measure them empirically. This way we can measure our performance and make necessary adjustments according to factual analysis.

As always, please contact me if you have any questions or suggestions.

**City Council Goals  
2005-2006 Project List  
3rd Quarter Report**

<b>Community Spirit - Preserve sense of community</b>		
<b>1. Encourage methods to bring people together</b>		
<b>Project</b>	<b>Contact</b>	<b>Status</b>
Review support of local festivals	Management Team	
Promote civility in public meetings and events	City Council	
WiFi hotspots in library and parks	Library/Parks	
Review smoking in public places, restaurants	City Council	
<b>2. Promote community beautification</b>		
<b>Project</b>	<b>Contact</b>	<b>Status</b>
Promote public art	Parks	Under consideration w/ Arts Commission
Create "gateways" at City entry points	Admin.	Proposal received
Expand Adopt A Street program	Public Works	Continuing
<b>3. Support schools</b>		
<b>Project</b>	<b>Contact</b>	<b>Status</b>
Promote city/school partnerships	Admin.	Property swap under review
Maintain low property taxes	City Council	2006 taxes decreased
Review school impact fees	Admin.	School/builder meetings held; special CD Comte mtg. scheduled

<b>Preservation - Improving existing development and resources</b>		
<b>1. Preserve older neighborhoods</b>		
<b>Project</b>	<b>Contact</b>	<b>Status</b>
Establish railroad quiet zone	Engineering	Application criteria received
Preserve "small town" sense of community	Admin.	
Develop and implement Stormwater Master Plan	Engineering	SWAC recommendations submitted to City Council
Street improvements: curbs, gutters, etc.	Engineering	SWAC recommendations submitted to City Council
Straighten boundaries with Fairview	Planning	
Improve Carson/Behrens neighborhood	Engineering	Currently not in city limits
Stricter maintenance standards for rental properties	Planning	ICC Codes approved in 2005
<b>2. Maintain and improve commercial core</b>		
<b>Project</b>	<b>Contact</b>	<b>Status</b>
Remove Clark Station and Hucks	Engineering	Trying to contact owner of taxes; brownfield grants possible
Support downtown storefront improvements	Planning	
Downtown redevelopment	Planning	
Southview redevelopment	Planning	

**City Council Goals  
2005-2006 Project List  
3rd Quarter Report**

<b>Sustainable Growth - Promoting attractive and orderly new development</b>		
<b>1. Promote community-friendly residential development</b>		
<b>Project</b>	<b>Contact</b>	<b>Status</b>
Resolve boundary disputes with Shiloh, Lebanon	Planning	Shiloh boundary disputes under review
Review ratio of multi-family units	Planning	
Minimize houses fronting collector streets	Planning	Ongoing
Encourage interconnectivity of streets	Planning	Ongoing
Create SSAs for infrastructure maintenance	Planning/Engineering	
Pursue addressing changes with Lebanon, Fairview	Planning	Negotiating with postal service; election required
More bike trails: connect with Madison County system	Planning/Parks	Working w/ MEPRD on grant application
Pursue leverage with Caseyville water	Planning/Engineering	Negotiations with Fairview and Vantage on 750 home subdivision
Pursue leverage with Caseyville Township sewer	Planning/Engineering	
<b>2. Encourage commercial development</b>		
<b>Project</b>	<b>Contact</b>	<b>Status</b>
Develop Hwy. 158 business park	Planning	Comp. Plan update includes Sub-Area Plan
Reconstruct Hwy. 50/State St. intersection	Planning/Engineering	Concept plan completed
Implement Comp. Plan corridor plans	Planning	Update to be complete March 2006
<b>6. Plan infrastructure for growth</b>		
<b>Project</b>	<b>Contact</b>	<b>Status</b>
Improve traffic flow throughout city	Engineering	NW Transportation Plan approved
Build north fire station	Engineering	Pursuing property acquisition
Railroad overpass	Engineering	Best option appears to be Venita
Build north neighborhood park	Parks	Park Dedication provision approved
Hilltop improvements w/ church participation	Planning/Engineering	Preliminary meetings held
Expand FPA into Madison County	Engineering	Application submitted; Comp Plan update underway
Old Collinsville Road interchange	Engineering	NW Transportation Plan recommended
Pursue alternative revenue for parks development	Parks	\$400,000 OSLAD grant approved
Accelerate sports park construction	Parks	Parks foundation under development w/ non-profit status
Straighten Porter Road	Engineering	Roundabout in plans
Reconstruct Milburn School Road	Engineering	
Conduct NE traffic study	Engineering	

**City Council Goals  
2005-2006 Project List  
3rd Quarter Report**

<b>Internal Modernization - Improving the organization</b>		
<b>1. Prepare strategy for home rule implementation</b>		
<b><i>Project</i></b>	<b><i>Contact</i></b>	<b><i>Status</i></b>
Establish municipal court	Admin.	Special Census to be completed March 2006
Review City Council restructuring	Admin.	Special Census to be completed March 2006
Review form of government	Admin.	Special Census to be completed March 2006
Review ward boundaries	Admin.	Special Census to be completed March 2006
<b>2. Promote continuity and stability with staff</b>		
<b><i>Project</i></b>	<b><i>Contact</i></b>	<b><i>Status</i></b>
Reinforce and institutionalize professionalism	Admin.	
Review future staffing needs	Admin.	Ongoing
Pursue minority recruitment for City positions	Admin.	
Maintain competitive salaries	Admin.	Study planned for FY2007
<b>3. Utilize technology to improve City services</b>		
<b><i>Project</i></b>	<b><i>Contact</i></b>	<b><i>Status</i></b>
Develop paperless agenda packet	Admin./Clerk	
Increase IT support	Admin.	IT study planned for FY2007
Review city hall security	Admin./Police	
Review summer sewer averaging	Finance	Under review

**City Administrator's Office  
Accomplishments for 1st Quarter  
November 2005 - January 2006**

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**Team Training:**

	1 <sup>st</sup> Quarter FY 06	2 <sup>nd</sup> Quarter FY 06	3 <sup>rd</sup> Quarter FY 06	Last Year End of 3 <sup>rd</sup> Quarter Total	FY 06 Total	Total Since January 2003
Groups Trained	0	1	1	1	2	9
# of Employees Trained	0	8	8	8	16	69
# Active Teams	7	7	5	7	7	10
# Employees Serving on Teams (45% of those trained)	0 new	4 new	1 new	7 new	5 new	31

- Team accomplishments:
  - ✓ Budget: 2005-2006 annual budget went into effect May 1<sup>st</sup>.
  - ✓ Employee Newsletter: launched in March 2003, team meets regularly.
  - ✓ Development: reviewing subdivision ordinance for changes to address City's immediate challenges in drainage and unincorporated areas.
  - ✓ Web Site: new website was launched on May 18, 2004. The new site is fully interactive with online payment, applications, feedback forms, calendar of events, and direct e-mail communication. Team will be reconvening in April to review site content and upgrades.
  - ✓ Public Safety Facility Team: new Public Safety Facility opened in October 2004.
  - ✓ Labor Contract Team: Laborers' Local 670 contract was signed in August 2004.
  - ✓ Evaluation Team: launched new performance appraisal form in October 2004. The new form is more useful and user friendly for both supervisors and employees.
  - ✓ Trash Team: reviewed rates from other cities to determine if optional years 4 and 5 of the Waste Management contract should be exercised in 2005. Option year 4 was exercised in July 2005. Team will be reconvening in April to review option year 5.
  - ✓ Technology Team: reviewing different technologies that would allow us to provide better service to our customers; end result will be a technology strategic plan.
  - ✓ High Performance Team: looking at ways to further enhance City services across the organization by becoming a high performance organization.

**Communications:**

- Alderman Inquiry System:

	<b>1<sup>st</sup> Quarter Total FY 06</b>	<b>2<sup>nd</sup> Quarter Total FY 06</b>	<b>Nov.</b>	<b>Dec.</b>	<b>Jan.</b>	<b>3<sup>rd</sup> Quarter Total FY 06</b>	<b>Last Year End of 3<sup>rd</sup> Quarter Total</b>	<b>FY 06 Total</b>
# Processed	54	20	5	5	0	8	15	84
# Closed (Response to Alderman)	54	20	5	5	0	8	15	84
Average Response Time*	1.94 days	4.67 days	5.20 days	2.80 days	0 days	2.67 days	2.32 days	3.09 days

\*Based upon business days Monday-Friday

- Press releases:

	<b>1<sup>st</sup> Quarter Total FY 06</b>	<b>2<sup>nd</sup> Quarter Total FY 06</b>	<b>3<sup>rd</sup> Quarter Total FY 06</b>	<b>Last Year End of 3<sup>rd</sup> Quarter Total</b>	<b>FY 06 Total</b>
# Sent out*	32	19	25	52	76
# Published	23	17	22	42	62

\*Received by Elected officials, city board members, all city staff, O'Fallon Progress, St. Louis Post-Dispatch, Belleville News-Democrat and O'Fallon Journal (now part of Post-Dispatch); all posted on city website and Channel 10

- Channel 10:

- City Talk was launched in January 2004. The show is aired exclusively on O'Fallon's Channel 10 and features a special guest each month. Representative Holbrook served as the guest for November, Representative Hoffman for December, and Senator Haine for January. All guests talked their roles in state government and described how legislation is addressed at the state level.

- Billboard:

	<b>1<sup>st</sup> Quarter Total FY 06</b>	<b>2<sup>nd</sup> Quarter Total FY 06</b>	<b>3<sup>rd</sup> Quarter Total FY 06</b>	<b>Last Year End of 3<sup>rd</sup> Quarter Total</b>	<b>FY 06 Total</b>
# new city pages posted	35	44	72	260	151
# non-city, not-for- profit organizations pages posted	26	22	34	28	82

- Website:

- A website review team was formed to review the current city website and to suggest items that could be changed to improve communication with our residents. The new site was launched on May 18<sup>th</sup>, 2004.

Virtual Town Hall, our website host, launched a new statistical package in December 2005. While the new package is more user friendly and provides data that is more appropriate for us, the statistics that appear below, at first glance, appear to be a little skewed due to the new tabulation method.

- Unique Visitors:

<b>1<sup>st</sup> Quarter Total FY 06</b>	<b>2<sup>nd</sup> Quarter Total FY 06</b>	<b>Nov.</b>	<b>Dec.</b>	<b>Jan.</b>	<b>3<sup>rd</sup> Quarter Total FY 06</b>	<b>Last Year End of 3<sup>rd</sup> Quarter Total</b>	<b>FY 06 Total</b>
17,749	19,762	5,848	586	622	7,056	9,834	44,567

We now have the ability to see how visitors reach our site. The top five domain names for each month are listed below:

<b>Nov.</b>	<b>Dec.</b>	<b>Jan.</b>
Data not available due to	inktomisearch.com (6,636)	inktomisearch.com (7,339)
prior statistical tabulation	charter-stl.com (1,681)	charter.com (2,573)
method.	googlebot.com (1,373)	yahoo.com (1,990)
	charter.net (648)	googlebot.com (871)
	yahoo.com (617)	ameritech.net (845)

- Visitor Sessions:

<b>1<sup>st</sup> Quarter Total FY 06</b>	<b>2<sup>nd</sup> Quarter Total FY 06</b>	<b>Nov.</b>	<b>Dec.</b>	<b>Jan.</b>	<b>3<sup>rd</sup> Quarter Total FY 06</b>	<b>Last Year End of 3<sup>rd</sup> Quarter Total</b>	<b>FY 06 Total</b>
69,940	83,155	25,428	18,880	20,978	65,286	32,973	218,381

- E-Mail Notice Lists: This is a new statistic showing the number of visitors to our website that have chosen to receive notices via e-mail from the site. The list options are shown below. Walter's BLOG is a new list that was created in September 2005 and posting to the list began in October 2005.

	<b>End of 1<sup>st</sup> Quarter FY 06 Totals</b>	<b>End of 2<sup>nd</sup> Quarter FY 06 Totals</b>	<b>Nov.</b>	<b>Dec.</b>	<b>Jan.</b>	<b>End of 3<sup>rd</sup> Quarter FY 06 Totals</b>	<b>Last Year End of 3<sup>rd</sup> Quarter Totals</b>
Bid Notices	30	42	45	45	49	49	16
Mayor's Column	36	56	62	64	70	70	25
Meeting Agendas	7	19	23	26	30	30	1
News & Announcements	175	221	228	229	246	246	72
Official Public Notices	73	114	120	122	130	130	41
Press Releases	210	230	232	239	245	245	185
Recreation Notices	135	161	166	169	176	176	75
Police Media	18	66	72	75	82	82	0
Employment Opportunities	9	30	34	40	44	44	0
Walter's BLOG	0	9	14	18	22	22	0

- Resident Inquiries: Residents can fill out an on-line inquiry form by clicking on the Contact Us button on the front page of the website. Users of the form choose which department they wish to contact, including the Mayor and City Administrator. Once the form is filled out, an e-mail message is sent to the departmental contact within the City who then processes the inquiry. The statistics below include only those inquiries for the Mayor and City Administrator.

<b>End of 1<sup>st</sup> Quarter FY 06 Total</b>	<b>End of 2<sup>nd</sup> Quarter FY 06 Total</b>	<b>Nov.</b>	<b>Dec.</b>	<b>Jan.</b>	<b>End of 3<sup>rd</sup> Quarter FY 06 Total</b>	<b>Last Year End of 3<sup>rd</sup> Quarter Total</b>	<b>FY 06 Total</b>
32	38	12	5	7	24	8	94

- Top 5 requested pages (sessions):

<b>Nov.</b>	<b>Dec.</b>	<b>Jan.</b>
Index (5,133)	Index (6,132)	Index (6,003)
Dept. Index (1,653)	Dept. Index (1,621)	Dept. Index (2,000)
Residents Index (914)	Residents Index (1,034)	Residents Index (1,341)
Jobs (786)	Jobs (860)	Jobs (987)
Admin. Profile (723)	Links (767)	Admin. Profile (879)

➤ Top 5 downloaded files:

<b>Nov.</b>	<b>Dec.</b>	<b>Jan.</b>
Parks Fall Brochure (118)	Parks Fall Brochure (112)	Parks Fall Brochure (42)
Employment App. (43)	4 <sup>th</sup> Quarter Rpt. (94)	Seasonal App. (20)
Seasonal App. (41)	Employment App. (91)	Parks Winter Brochure (14)
Comp. Plan (28)	Seasonal App. (46)	Employment App. (13)
Ward Map (28)	New Subdiv. Ord. (40)	Subdiv. Petitions (9)

- City Quarterly (Newsletter for Residents)
  - The January issue was mailed to residents in mid-January.
- City Window (Employee Newsletter)
  - This new publication began in March 2003 and is delivered to employees and elected officials on the first Monday of every month via e-mail. It is designed to keep everyone up-to-date and informed about what is going on in our City.

**City Clerk's Office  
3rd Quarter 2005/2006 Report**

**Business Registrations:** There are 709 Active Businesses.

	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	3 <sup>rd</sup> Qtr 04	4 <sup>th</sup> Quarter
<b>New Business</b>	11	17	15	20	
<b>Home-Based</b>	1	7	5	11	
<b>Liquor Licenses</b>	37	37	36	36	

**Cemetery Transactions**

	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	3 <sup>rd</sup> Qtr 04	4 <sup>th</sup> Quarter
<b># Burials</b>	9	6	12	7	
<b># Purchases</b>	5	9	3	2	

**Laserfiche Update**

	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	3 <sup>rd</sup> Qtr 04	4 <sup>th</sup> Quarter
<b># Images</b> (Since Inception)	112,929	117,478	119,527	109,314	

The following departments utilize the system: Clerk, Engineering, Water, Police and Finance. This quarter the Water department is steady at 11,822 images and the Engineering department has scanned 114,037 images, which is up from the last quarter (110,285). The Police department has no statistical data at this time, since they are in a transitional phase.

Weblink, which will enable citizen's to utilize the public information that we have scanned via the Laserfiche system is expected to be launched whenever the firewall is deemed adequate. In the meantime, we are using an Intranet version of Weblink so employees may research documents from their desk.

## *New Business 3rd Quarter Report 2005/06*

<i>Business Name</i>	<i>Date Started</i>	<i>Business Phone</i>	<i>Business Address</i>	<i>Owner First Name</i>	<i>Owner Last Name</i>	<i>Type</i>
AGAPE BUSINESS SERVICES	11/1 /2005	(618) 622-1822	803 W NIXON DR	MARLO	HARKINS	
APRIL WIND CLEANING	1 /1 /2006	(618) 520-2620	1109 ALYSHEBA DRIVE	JEANNINE	SHIVELEY	HOUSE CLEANING JANITORIAL
ARCHVIEW PROPERTIES INC	12/30/2005	(618) 624-3473	1252 WAYNE CT	MICHAEL	KUIZEN	REALTY
AUTO SOLUTIONS MOTOR COMPANY	12/1 /2005	(618) 236-9903	687 W HWY 50	JEFF	MCCARTY	AUTO SALES
BENTLEYS GRILL	11/1 /2005	(618) 622-9803	1411 W HWY 50	PAT	WHALEY	RESTAURANT
BROYHILL OF ILLINOIS	12/9 /2005	(636) 207-7855	1246 CENTRAL PARK DRIVE	STEVEN	KLOSS	FURNITURE RETAIL SALES
DEBBIES HOUSEKEEPING SERVICE	12/30/2005	(909) 528-1841	1413 RED FOX TRAIL	DEBRA	DAVIS	HOUSECLEANING
HORNER & SHIFRIN INC	12/15/2005	(618) 622-3040	640 PIERCE BLVD		HORNER & SHIFRIN INC	ENGINEERING
HOTSHOTS SPORTS BAR & GRILL	1 /15/2006	(618) 624-4200	1319 CENTRAL PARK DRIVE		HOTSHOTS SPORTS BAR & GRILL	RESTAURANT/BAR
JOHNSONS CARPET	11/1 /2005	(618) 345-5696	1711 W HWY 50	PAMELA	MCCANLESS	RETAIL CARPET
LANE OF ILLINOIS	12/16/2005	(636) 207-7855	1246 CENTRAL PARK DRIVE	DAN	KENNEDY	FURNITURE SALES
SCI ENGINEERING INC	11/1 /2005	(618) 624-6969	650 PIERCE BLVD	MARK	HARMS	ENGINEERING CONSULTANT
SIMPLE PLEASURES	12/1 /2005	(618) 632-3101	1680 MANSION WAY	KATHLEEN	BUTTIG	RESTAURANT
SPARE ME CAFÉ	1 /1 /2006	(618) 632-2400	5950 OLD COLLINSVILLE ROAD	PATRICIA	COZIAR/ SONDA STARR	SNACK BAR/RESTAURANT

**Total:**

<i><b>Business Name</b></i>	<i><b>Date Started</b></i>	<i><b>Business Phone</b></i>	<i><b>Business Address</b></i>	<i><b>Owner First Name</b></i>	<i><b>Owner Last Name</b></i>	<i><b>Type</b></i>
SPEED OF LIFE PHOTOGRAPHY	11/1 /2005	(618) 628-8070	14 RAVENWOOD CIRCLE	AMY	JONES	PHOTOGRAPHY

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**Total:**

## *3rd Quarter 2005/06 Cemetery Burials Report*

<i>1st Gr. Date</i>	<i>Section</i>	<i>Lot No.</i>	<i>Grave No.</i>	<i>2nd Burial Date</i>	<i>Lot Owner</i>	<i>Deceased</i>	<i>NOTES</i>
11/23/2005	A	92	2		MINCHEW, CHARLENE	MINCHEW, CHARLENE H.	
11/26/2005	F	62	3		SCHIDKNECHT, PHILIP & FRANCES	SCHILDKNECHT, FRANCES K.	
11/29/2005	F	60	1		HAMM, LEROY & ERMA	HAMM, LEROY SR.	
12/13/2005	F	86	2		WHITMAN, PAULA	SCHEIBEL, NORMA E	
12/13/2005	E	18	6		BEARD, CHARMAINE	BEARD, CHARMAINE E.	
12/14/2005	E	18	4		BEARD, CHARMAINE	BEARD, DENNIS L.	
12/22/2005	D	96	5		MCLEER, WILLIAM	MCLEER, WILLIAM	
12/23/2005	C	58	1		PETERSON, PORTIA OR MARCUS	PETERSON, W.C.	
1/3/2006	A	132	2		PITT, JOYCE C. & HOHREIN, JOHN F.	PITT, JOYCE C.	
1/10/2006	E	53	6		RANDLE, WESLEY C.	RANDLE, ELSIE E.	
1/10/2006	C	57	2		SCHLECKSER, WILLIAM	TRUJILLO, SUZANNE	
1/21/2006	C	14	5		MERSINGER, CLETUS & MARIAN	MERSINGER, CLETUS	

## *3rd Quarter 2005/06 Cemetery Burial Purchases Report*

<i>Date</i>	<i>Section</i>	<i>Lot No.</i>	<i>Grave No.</i>	<i>Deed</i>	<i>Purchase Amount</i>	<i>Lot Owner</i>	<i>Deceased Name</i>	<i>Burial</i>	<i>NOTES</i>
12/21/2005	C	58	1	952	\$800.00	PETERSON, PORTIA OR MARCUS	PETERSON, W.C.	12/23/2005	
1/17/2006	C	14	6	954		MERSINGER, CLETUS & MARIAN			
1/17/2006	C	14	5	954	\$800.00	MERSINGER, CLETUS & MARIAN	MERSINGER, CLETUS	1/21/2006	

# Engineering & Public Works

## FY06, 3rd Quarter Report

The following and attached chart provide a brief synopsis of activities and status of projects for the past quarter:

### Personnel-

- Hired Jonathan Nolan as a Project Manager.
- Hired April Mitchell as part-time Special Projects Coordinator.
- Said good-bye to Laura Clapp, Engineering Intern, as she graduated from SIUE, and took position with engineering firm in Cincinnati, Ohio.

### Utility Locating Services –

- 1,432 locates provided.
- 75 emergency locates made.

### Water System –

- Distributed 346,120,000 gallons; 3,760,000 gallons per day; up 7.3% for same period in FY05
- Sent in self-inspection worksheet as response to IEPA inspection visit.
- 75 water taps installed.
- 20,000 GPS locates were made of valves, hydrants, and meters.
- Received IEPA Water Inspection results.  
Violation notices are:
  1. Managerial – Insufficient number of water samples for a system of our size.
  2. Technical – Insufficient storage capacity.
  3. Technical – Only a single pump at the French Village Booster Station.
  4. Technical – No standby power source at the French Village Booster Station.
  5. Technical – Inadequate Cross-Connection Program.Recommended improvements are:
  1. Financial - Take action to review water rates as they do not generate sufficient revenue to meet estimated expenses.
  2. Financial – Create a capital improvement “replacement” fund (emergency fund?).
  3. Technical – Implement a meter calibration program to ensure accurate metering of water sales.
  4. Technical – Initiate a flushing program to eliminate taste, odor, and bacterial problems in distribution system.
  5. Technical – Initiate a valve maintenance program.
  6. Technical – Routinely inspect the interior and exterior of water storage tanks.
  7. Technical – Take action to assure critical spare parts, materials, and supplies are maintained on site.
  8. Emergency Preparedness – Develop an Emergency Response Plan.
- Reviewed draft water system maps, result of Burns & McDonnell review of 400+ record drawings.
- IEPA has approved the location of the 10 additional water sampling stations needed per their earlier inspection.
- Rate informational meetings held 1/11/06 and 1/19/06
- Met with Illinois-American Water Company on supply shortage, 1/6/06.

### Wastewater System –

- Responded to IEPA questions on re-rating effort.
- 31 sewer taps inspected.
- Response to IEPA questions on NE Sewer Interceptor commits O'Fallon to upgrade of present WWTP site, no second plant with FPA expansion.
- NE Sewer Interceptor not approved by IEPA, being held hostage until significant upgrade to existing WWTP is made.
- IEPA issued re-rating of our WWTP, allowing 1,115 lbs more of organic loading per day, an equivalent to a 5,575 person growth in population served.
- Completed repairs to package plant walkway, pumps and valves.
- Installed new comminutor box on package plant.
- Rate informational meetings held 1/11/06 and 1/19/06.
- Issued new rates for Shiloh per our inter-governmental agreement.
- Betty Lane sewer extension under construction.

### Stormwater System –

- Third Storm Water Advisory Committee (SWAC) meeting held 11/29/05 on funding alternatives.
- 208 E. Jefferson alley culvert repaired, sinkholes were forming in fill around culvert.
- Combined Storm Water Advisory Committee (SWAC)/Public Works Committee meeting held 1/26/06 to discuss recommendations for program.
- Wayne Kinney, our consultant on urban streams, completed an assessment of Ogles Creek.
- A significant amount of data has been added to the Engineering & Public Works web page on stormwater issues.

### Road System –

- Held State/Obernuefemann Roundabout Public Informational Meeting.
- Police Firing Range road and parking lot graded and aggregate added.
- Venita railroad crossing repaired in November.
- Obernuefemann railroad crossing repair in early December.
- Oak Street railroad crossing repair in early December.
- State Street railroad crossing repair in mid-December.
- State Street Overlay bid let by IDOT; Low bid \$308,889 by Keeley & Sons
- Holiday decorations are up, but high winds caused some damage.
- 111 regular hours and 256 overtime hours used on snow and ice removal.
- 367 tons of salt used for ice removal.
- 2 complaints received about yard damage during snow removal.
- Crack and Dura-patching program underway.
- Bids for CY06 Overlay Program were received on 2/22/06.
- Simmons Road right-of-way acquisitions and project plans completed/approved.
- North Lincoln reconstruction plans being revised for Spring 2006 letting.
- Holiday decorations are down.
- Milburn Estates paving completed.

#### Graphical Information System (GIS) –

- Loaded all water billing data into GIS system to allow analysis and reporting on water usage.
- Purchased ArcSDE and SPSS software to allow analysis of data from other sources and inclusion in GIS system.
- Received annual St. Clair County tax data information, plus Spring 2005 aerial photos.
- Assisted Planning & Zoning in placing GOVERN software on-line.
- Integrated sewer camera software with GIS system to allow filing of visual data.
- Emergency Planning Process directed by Department of Public Safety supported with data and maps.
- Comprehensive Plan Update directed by Department of Planning & Zoning supported with data and maps.
- Pavement Inspection Database placed in GIS.

#### Family Sports Park -

- 35% design reviewed.
- 90% design reviewed.
- 301 Obernuefemann Road is the address for the park.

#### Old EMS Building –

- Asbestos Removed.
- Demolition bids received and approved.

#### Household Hazardous Waste Day –

- IEPA has approved a St. Clair County Health Department/City of O'Fallon request to hold a HHWD on Saturday, April 8<sup>th</sup>.
- Planning meeting held with IEPA.
- News releases are out.

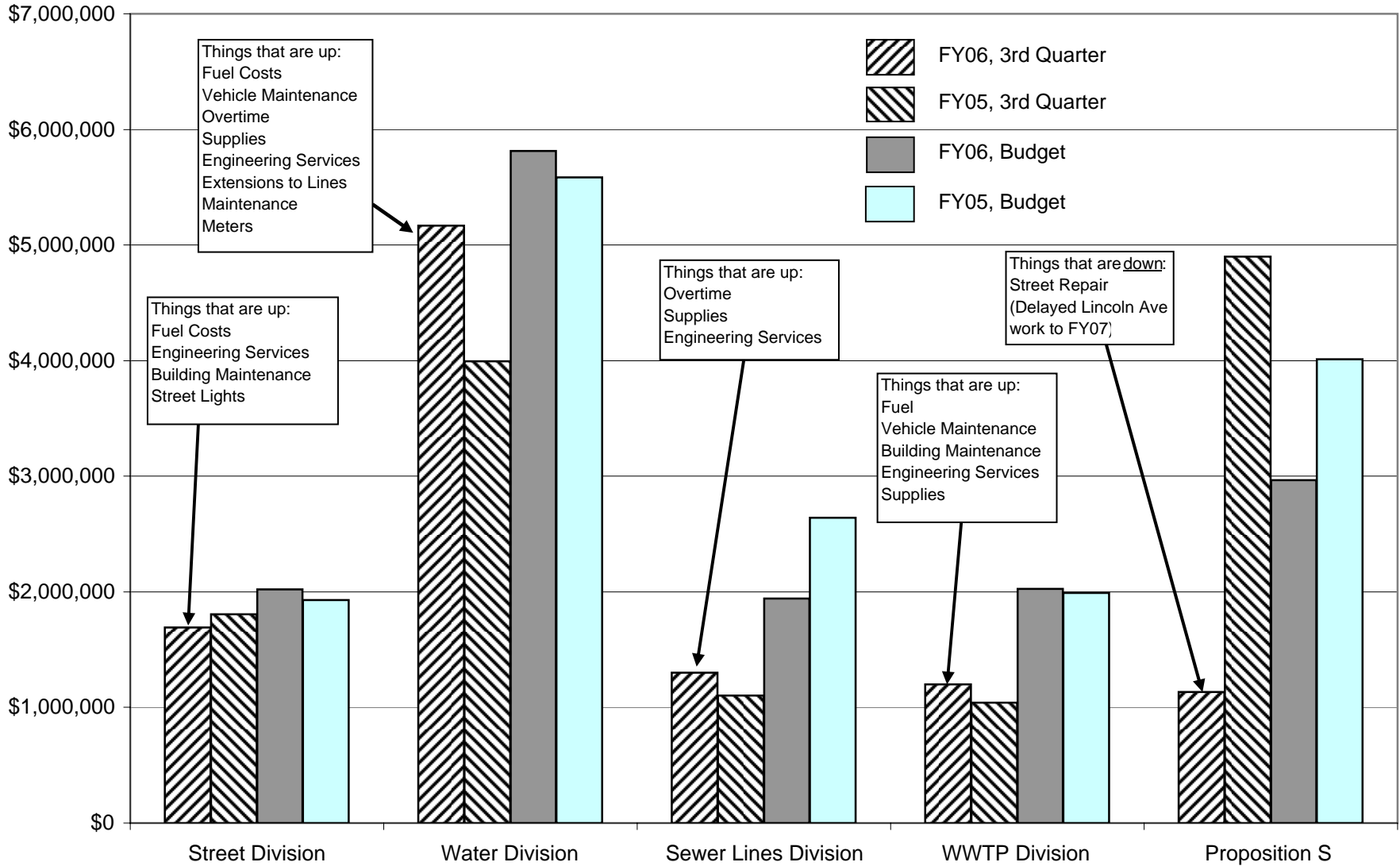
#### Public Safety Building Green Space Grading -

- Fountains have been received, awaiting warmer weather for placement.
- AmerenIP has provided power.

#### Elm-Orchard Mine Subsidence Remediation -

- Public meeting held 12/6/05
- Bid opening held 1/12/06.
- All construction easements obtained.
- Bid awarded to Haier Plumbing for \$462,663

## Engineering & Public Works FY06, 3rd Quarter Expenditures vs Budget



**Finance Department  
Accomplishments for 3rd Quarter  
November - January 2006**

**Revenue**

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>%</u>
General Fund	10,939,854	9,484,867	1,454,987	87%
Park	967,850	821,084	146,766	85%
Library	740,322	711,001	29,321	96%
Fire Department	509,881	433,583	76,298	85%
Prop S	2,964,000	1,284,418	1,679,582 *	43%
Motor Fuel Tax	1,294,500	587,260	707,240 *	45%
Ambulance	1,514,278	1,621,946	107,668	107%
Water Department	5,815,700	5,465,612	350,088	94%
Sewer Department	3,965,000	2,547,528	1,417,472	64%
Hotel/Motel	170,000	159,682	10,318	94%
Other Funds	5,425,487	4,381,761	1,043,726	81%
Totals	<u>34,306,872</u>	<u>27,498,742</u>	<u>6,808,130</u>	80%

\* End of year adjustment will correct to 100% revenue.

**Expense**

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>%</u>
General Fund				
General	2,385,105	1,876,450	508,655	79%
Administration	328,152	271,033	57,119	83%
Police Dept	4,851,871	3,625,705	1,226,166	75%
Street Dept	2,019,989	1,688,139	331,850	84%
Planning & Zoning	816,961	566,237	250,724	69%
Cemetery	97,453	65,127	32,326	67%
Fire & Police Comm.	13,900	5,891	8,009	42%
Economic Development	426,423	366,998	59,425	86%
Sub Total General Fund	10,939,854	8,465,580	2,474,274	77%

## Expenses continued

Park	967,850	866,838	101,012	90%
Library	740,322	521,777	218,545	70%
Fire Department	509,881	359,086	150,795	70%
Prop S	2,964,000	1,133,896	1,830,104	38%
Motor Fuel Tax	1,294,500	197,940	1,096,560	15%
Ambulance	1,514,278	1,094,687	419,591	72%
Water Department	5,815,700	5,155,309	660,391	89%
Sewer Department	3,965,000	2,496,103	1,468,897	63%
Hotel/Motel	170,000	46,738	123,262	27%
Other Funds	<u>5,425,487</u>	<u>7,410,379</u>	<u>1,984,892</u> *	137%
Totals	<u><u>34,306,872</u></u>	<u><u>27,748,333</u></u>	<u><u>6,558,539</u></u>	81%

\* SSA Revenue was in 2005 and expenditures were in 2006.

At the end of the third quarter, revenue and expense are less than 1% apart. We have expensed the big ticket items (cars, front end loader, dump trucks), and we have the Christmas sales tax to cover the revenue difference if we continue to spend at our current level.

## Budget

We are now in the process of preparing the 2007 annual budget. The draft budget workbooks have been presented to the council. Our next action is the first reading on April 3, 2006.

## Human Resources

### New Hires:

Regular Full Time	1
Regular Part Time	4
Seasonal/Temporary	<u>3</u>
	8

### Terminations:

Regular Full Time	1
Regular Part Time	1
Seasonal/Temporary	<u>4</u>
	6

### New Worker's Comp Cases:

Medical Only	1
Lost Time Medical	<u>2</u>
	3

**Special Census**

The special census is now complete and the preliminary findings look good. We have been informed that the population is 25,647. This is an increase of 3,737 people since the last census in 2000. We expect to get formal notification from the Census Bureau by the 24th of March. We are still on track to become home rule by May 1, 2006.

**Flexible Spending Account**

The 2006 Section 125 plan grew by leaps and bounds. Ten more people than last year are participating in the medical and dependent care portion of the program, bringing the total number of participants to 39. These 39 employees are pre-taxing a total of \$64,195 (\$35,948 in medical and \$28,247 in child care). This is an increase of \$15,435 over the previous year.

**Other Cafeteria Plan Savings**

In addition, employees are pre-taxing \$42,695 in AFLAC premiums and \$171,728.70 in medical and dental premiums on an annual basis.







# **O'Fallon Fire Department 2005-2006**

## **3rd Quarter Highlights**

### **Nov 05-Jan 06**

- OFD members volunteered more than 950 man hours to 44 community education and fire prevention efforts during the quarter. This is in addition to regularly scheduled training and emergency responses.
- OFD's "Keep the Wreath Red" Holiday fire prevention and education program was successful again this year with no fires caused by holiday decorations recorded during the holiday season.
- OFD leaders continue to be actively involved in the updating of the city's Emergency Operations Plan.
- OFD Truck Committee and the City's elected leaders selected a vendor for the new Heavy Rescue and Support vehicle. With the assistance of city finance staff a cost saving option was selected and a contract signed. Committee members are working closely with the selected vendor (AEC Fire and Safety & Emergency Vehicles Incorporated) to ensure our needs are met. The vehicle chassis is due to the vendor around the end of April.
- OFD's participation in the National Fire Protection Association's (NFPA) "Remembering When" program resulted in the installation of 150 long life smoke detectors in the homes of local senior citizens. OFD has been lauded as a leader in this area at several state and nationwide conferences. Fire Capt Stein

accompanied the NFPA “Remembering When Team to a nation wide conference in Las Vegas to publicize both Illinois and O’Fallon’s successes with this program.

- The department responded to 144 calls this quarter:
  - 51 in November,
  - 47 In December,
  - 46 in January

Type Of Incident:

Total Of Incidents:

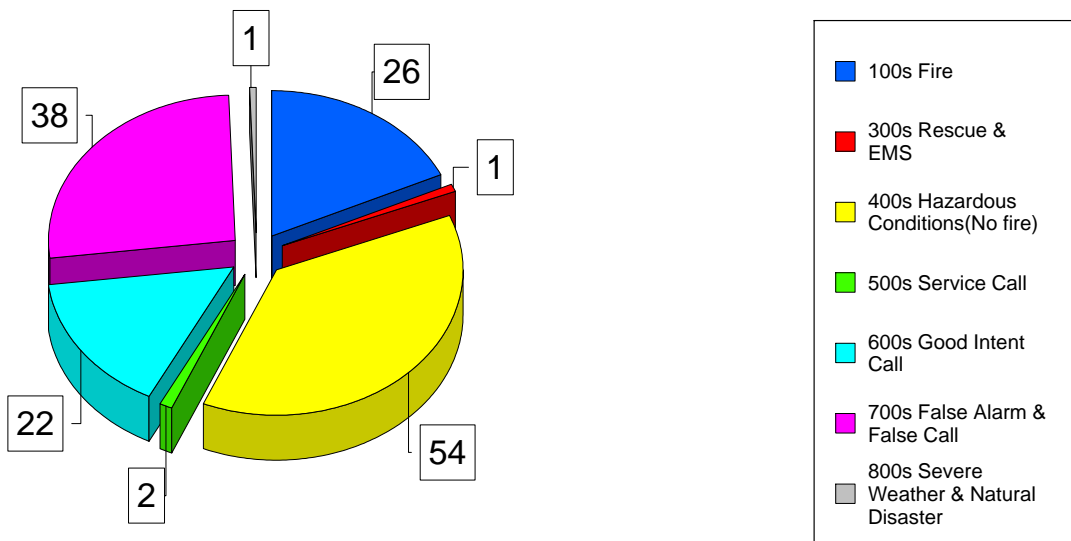
Percentage Value:

### Incident Report, By Type Of Incident

Print Date: 3/12/2006

Page -1 of 1

City of O Fallon Fire Department  
Incident Date in 11/01/2005 to 1/31/2006



**Graphed Items are sorted by Incident Type**

100 Series-Fire	26	18.06%
300 Series-Rescue & EMS	1	0.69%
400 Series-Hazardous Conditions(No fire)	54	37.50%
500 Series-Service Call	2	1.39%
600 Series-Good Intent Call	22	15.28%
700 Series-False Alarm & False Call	38	26.39%
800 Series-Severe Weather & Natural Disaster	1	0.69%

**Grand Total:** 144

**Type Of Incident Most Frequent:** 400 Series-Hazardous Conditions(No fire)

## LIBRARY QUARTERLY REPORT

- Website visits: 2,438
- Patron visits: 23,198
- Meetings held here: 136
- Circulation: 46,642
- Equipment use: (typewriter, microforms reader/printer, word processing) : 406  
Internet use: 2,782; online database use: 220

### New Library Cards

Resident: 448

Nonresident: 19

### Items added:

Adult: 1,483

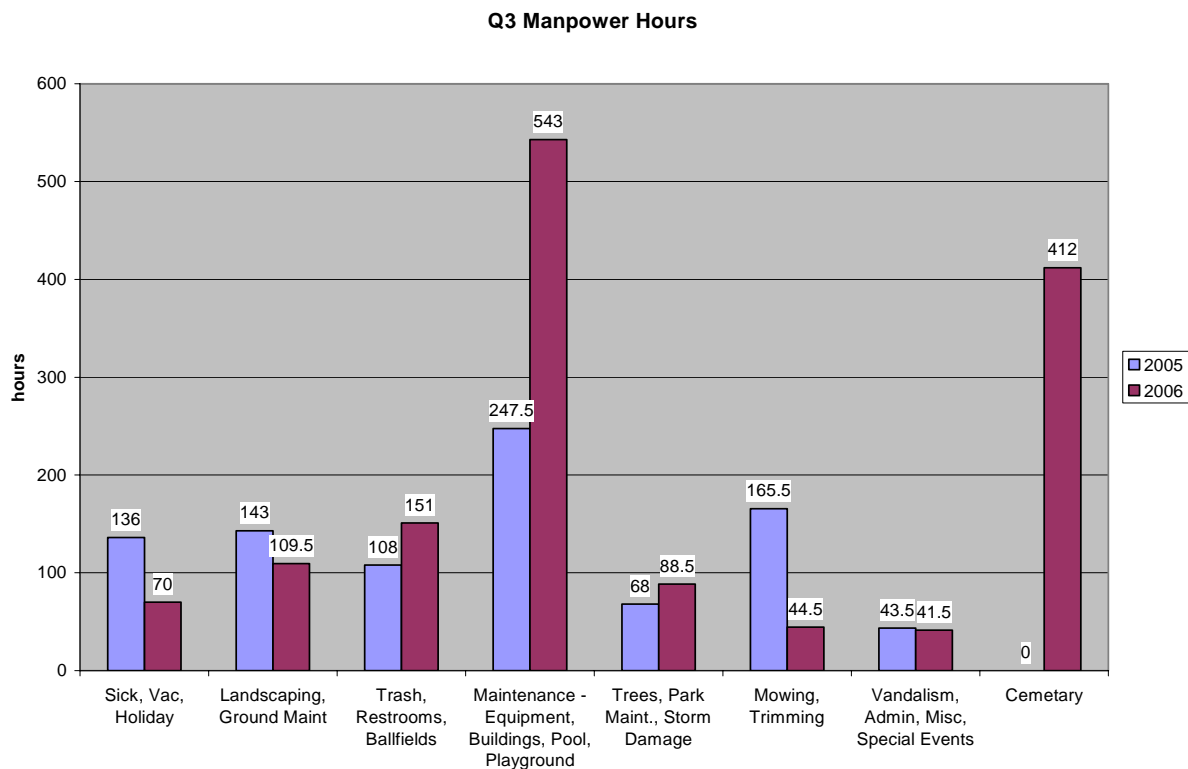
J: 1,158

Volunteer hours: 232.50

### In Other News:

- The Library has been selected as the new location for voting precinct #17
- Staff member, Teri Rankin, has completed her Masters of Library & Information Sciences from the University of Illinois, Champaign-Urbana. All coursework has been done using the internet.
- Ron and Ann Morey of O'Fallon have been recognized by the Board of Trustees for their outstanding volunteer work at the Library

# O'FALLON PARKS & RECREATION QUARTER 3 FY06 HIGHLIGHTS REPORT



➤ **New Programs Under Development:**

- Club Soccer
- Shiloh Baseball and Softball
- O'Fallon T-Ball
- Interior Decorating
- Pre-Natal Fitness
- Cardinals Bus Tour

➤ **Recreation**

- Mighty Ball Basketball registration increased from 34 to 63 children.
- The Recreation Staff administered the Shiloh Youth Soccer program. OPRD invoiced the Village of Shiloh for \$ 9,466.05.
- Hesse & Hinchcliffe Playground was completed and dedicated.
- Intergovernmental agreement was drafted and presented to Shiloh for recreation services. Staff anticipates the Council shall receive a signed agreement from Shiloh by March.
- O'Fallon and Shiloh are holding registration for 2006 Baseball and Softball season. Registrations are being held at Klucker Hall and KCCC several Saturdays in January and February. Our joint program will offer baseball and softball for ages 3 and up.
- Parks & Recreation completed E-Connect (internet registration) training. Rectl will go live by the end of February.

- Design on a new boulder playground at Rock Springs Park is near completion.
- KC Community Center
  - 30 Rentals
  - \$3,300.00 Revenue
- Arts Commission
  - “Strange Folk Arts & Crafts Festival” This will be the revamped Fall Interactive Arts Festival. This event will be scheduled for September 23 at Community Park. We will still have some interactive activities for the children but have included activities such as the following:
    - Mad Crafts at the Thunderdome Contest
    - Fierce Suburban Fashion Show
    - Shopping Different Art, as well as Crafts
    - Running with Scissors Race... Don’t Miss This!
  - Parks and Finance are working establishing a 501C(3) and Foundation for Arts, Parks and Enrichment. This will open the door for many additional grants and donation opportunities.
  - Visiting Artist Series is on “Hold.” Until the Art Commission becomes 501C(3), we are not eligible for very many grants.
  - Missoula Children’s Theatre (MCT) is scheduled for April 24-29, 2006. The children will perform “Robin Hood” at OTHS. Free Workshops will be available to the school districts. The contract for 2007 has been sent to MCT for possible April dates.
  - Backyard Theatre Camp is schedule for June 12, 2006. This year the three week camp will be performing School House Rock at OTHS auditorium.
- Community, Hesse, Thoman, Rock Spring Parks and Cemetery
  - Planted 19 trees in the Parks
  - Winterized all parks.
  - Helped with the installation of the playground at Hesse/Hinchcliffe
  - Installed playground border at the Community Park playground.
  - Repaired much of the water damage in the KCCC basement and painted the locker rooms, closets, etc...
  - Repainted the concession stand tables at the Pool
  - An Eagle Scout painted the chemical room, store room, pool office area & the Baby pool umbrella.
  - Performed maintenance to trees in the Parks and other City properties.
  - Maintain the Cemetery.
  - Landscaping plan was completed for the Veteran’s Park.
  - Cemetery: 12 Burials
  - The Cemetery block building was demolished. The equipment has been moved to the secondary structure.

➤ Family Sports Park

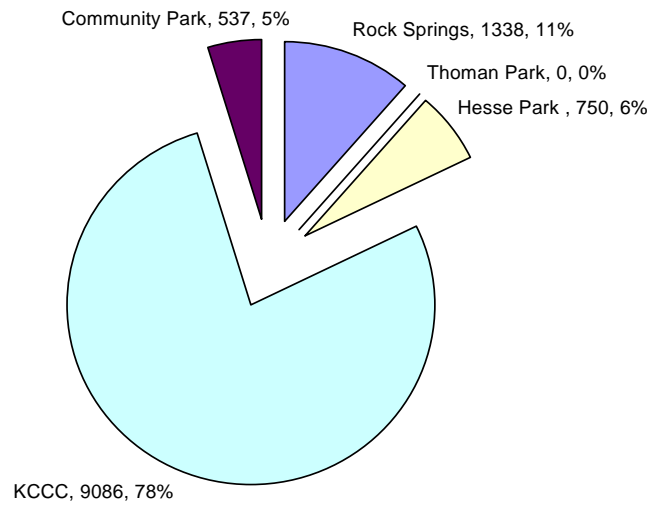
- The Working Committee Team comprised of alderman, community volunteers, and staff continues with design review. Sports Park bid documents will be out for bid in late February or early March.
- Holland Construction was awarded the construction management contract for the Sport's Park.

➤ Grants & Conferences

- Awarded IDNR OSLAD Grant for \$400,000 grant for the Family Sports Park.
- Presented to the OSLAD Grant Committee in Springfield.
- Recreation Supervisor, Recreation Coordinator and Parks Director attended the Illinois Parks & Recreation Conference in Chicago.
- Parks Superintendent attended the second year of Park Maintenance School in West Virginia.

Facility	Usage FY06	Usage FY05	Groups/Programs
KCCC Recreation Admin Rental	<b>9,086</b> 946 80 8060	<b>5,710</b>  0	Total Camp, Programs Meetings Wedding, Rotary
Hesse Park Recreation Pavilion Other Sports	<b>750</b> 0 0 750	<b>680</b> 0 0 680	Total BB, SB  Booster/Mac
Community Park Recreation Pavilion Other Sports/Evts CITY/Admin	<b>537</b> 17 0 520 0	<b>1165</b> 0 0 1165 0	Total Soccer/Baseball/Football/MBall/Pool  OTHS, District 90; Little Panthers
Rock Springs RNC Pavilion/Camp RNC/Admin	<b>1338</b> 13 525 800	<b>40</b> 0 40 0	Total Wedding Scout Jam Census
Thoman Park Pavilion	<b>0</b>	<b>0</b>	Total
<b>Total</b>	<b>11711</b>	<b>7595</b>	

### Q3 FY06 Facility Usage



The above usage numbers are strictly individuals or organizations that have completed Facility rental contracts or registered for recreational programs.

# **PLANNING AND ZONING ACTIVITY REPORT January – December 2005**

## **PLANNING & ZONING DEPARTMENT STATUS REPORT:**

See attached "Planning & Zoning Department Report."

## **PLANNING COMMISSION & ZONING HEARING OFFICER PETITIONS:**

See attached "Planning Commission and Zoning Hearing Officer Petitions Filed for 2005" lists.

- Planning Commission Public Hearing Petitions – 36
- Zoning Board of Appeals and Zoning Hearing Officer Public Hearing Petitions -12

## **SUBDIVISION PLATS (CONCEPT, PRELIMINARY, FINAL):**

See attached "Subdivision Petitions Filed for 2005" list.

- Preliminary Plats - 5; total lots – 907
- Final Plats – 14; total lots – 900
- Minor Subdivisions – 6; total lots - 28

## **ANNEXATION ACTIVITY:**

See attached "Annexation Activity 2005" report.

- Total annexation petitions – 12; total acreage – 608.99 acres (also includes "pre-annexation (water) agreements only" petitions)

## **LANDMARK DESIGNATIONS:**

See attached "O'Fallon Historic Preservation Commission Landmark Designations Filed" report.

## **BUILDING PERMIT REPORT:**

See attached reports.

## **OCCUPANCY PERMIT INSPECTIONS:**

### ➤ Residential:

Applications received to date – 1037; New inspections – 1098; Re-inspections - 809

See attached "Residential Occupancy Permits – The Year in Review" for more details.

### ➤ Commercial:

Number of new inspections to date – 168

See attached "Commercial Occupancy Permits - The Year in Review" for more details.

## **COMPLAINTS:**

- Number of complaints to date – 392
  - Closed – 320
  - Pending – 72

Please feel free to call the Planning and Zoning Office if you have any questions regarding any of the above information.

# PLANNING AND ZONING ACTIVITY REPORT January 2006

## **PLANNING & ZONING DEPARTMENT STATUS REPORT:**

See attached "Planning & Zoning Department Report."

## **PLANNING COMMISSION & ZONING HEARING OFFICER PETITIONS:**

See attached "Planning Commission and Zoning Hearing Officer Petitions Filed for 2006" lists.

- Planning Commission Public Hearing Petitions – 3
- Zoning Hearing Officer Public Hearing Petitions -2

## **SUBDIVISION PLATS (CONCEPT, PRELIMINARY, FINAL):**

See attached "Subdivision Petitions Filed for 2006" list.

- Preliminary Plats - 1; total lots – 23
- Final Plats – 3; total lots – 81
- Minor Subdivisions – 0; total lots - 0

## **ANNEXATION ACTIVITY:**

See attached "Annexation Activity 2006" report.

- Total annexation petitions – 3; total acreage – 185.06 acres (also includes "pre-annexation (water) agreements only" petitions)

## **LANDMARK DESIGNATIONS:**

See attached "O'Fallon Historic Preservation Commission Landmark Designations Filed" report.

## **BUILDING PERMIT REPORT:**

See attached reports.

## **OCCUPANCY PERMIT INSPECTIONS:**

### ➤ Residential:

Applications received to date – 50; New inspections – 67; Re-inspections - 41

See attached "Residential Occupancy Permits – The Year in Review" for more details.

### ➤ Commercial:

Number of new inspections to date – 18

See attached "Commercial Occupancy Permits - The Year in Review" for more details.

## **COMPLAINTS:**

- Number of complaints to date – 5
  - Closed – 2
  - Pending – 3

Please feel free to call the Planning and Zoning Office if you have any questions regarding any of the above information.

**PLANNING AND ZONING  
ACTIVITY REPORT  
January 2006**

**PLANNING COMMISSION AND ZONING HEARING OFFICER PETITIONS:**

See attached "Planning Commission and Zoning Hearing Officer Petitions Filed for 2006" list.

**SUBDIVISION PLATS (CONCEPT, PRELIMINARY, FINAL):**

See attached "Subdivision Petitions Filed for 2006" list.

**ANNEXATION ACTIVITY:**

See attached "Annexation Activity 2006" report.

**LANDMARK DESIGNATIONS:**

See attached "O'Fallon Historic Preservation Commission Landmark Designations Filed" list.

**BUILDING PERMIT REPORT:**

See attached reports.

Please feel free to call the Planning and Zoning Office if you have any questions regarding any of the above information.

## PLANNING AND ZONING DEPARTMENT REPORT (Through February, 2006)

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### SUMMARY - Commercial Building Projects Status Report

#### *I. Building Plans Submitted*

- a. E Hwy 50 & Whitehall Center – 300 E Hwy 50 (old KFC & Texaco locations) – civil plans approved. Building plans to B & F. Project cancelled, working with property owner to maintain.
- b. Regency Center II – 120 Regency Park Drive – building and civil plans submitted. Building plans to B & F, pending. No new activity.
- c. Suburban Lodge – 365 Regency Park– application, building plans to B & F, still have issues and preliminary site plan approved.
- d. Reliance Bank – 1571 N Green Mount Rd – grading plans rec'd. Grading permit issued for the building pad. Site plan under review building plans to B & F with issues.
- e. Enterprise Rent-A-Car Daily Car & Truck Rental Office – 909 W Hwy 50 – site plan approved and building plans approved.
- f. Market Basket – 1700 E Hwy 50 – building plans and site plan in review. Building plans to B & F with one review. Grading Permit issued.
- g. National City Bank – 1385 N Green Mount Rd – building plans, civil plans, and application received. Building plans to B & F. Now ready for permit
- h. Marie Schaefer School C-Wing renovations - courtesy building plans rec'd for Building, Engineering and Fire Dept.
- i. La-Z-Boy Interior finish – 1238 Central Park Dr – building plans and site plan approved.
- j. Kingdom Cuts & Styles - 500 Southview Plaza Ste A – interior remodel – building plan and application rec'd.
- k. Subaru of O'Fallon– 1290 Central Park Dr – all building & civil plans have been rec'd along with all applications & check sheets; building plans to B & F.
- l. Family Sports Park - Phase 1 – 301 Obernuefemann Road – plans being reviewed by staff review.
- m. Texas Roadhouse - 1412 Central Park Dr – preliminary site drawings submitted

#### *II. Commercial Projects in Progress – New Construction*

- a. Cambridge Condominiums – H & L Construction, Inc.; 1-10 and 12 completed, 11 trim and 13 framing and foundation completed.
- b. Midwest Twisters – interior finish and exterior site work. They are going to submit plans for mezzanine.
- c. Central Christian Church – 201 Kyle Rd – exterior work and interior framing.
- d. Sprint Spectrum Telecommunications Tower – lot 14 Shoppes at Green Mount – Foundation and pole erected, brick fence complete, flag and light up.
- e. Candlewood Suites – 1332 Park Plaza Dr – framing and rough plumbing, electric. Exterior EIFS, electrical and plumbing issues currently being resolved.
- f. Harold Belsheim 2 apartment buildings – 12 units each – 923 & 927 Bradley St - building plans approved by B & F. Certification on plans for FH compliance required. Permit issued, pre-construction meeting held. No construction yet.
- g. Drury Inn / Suites – Central Park Plaza 4<sup>th</sup> Addition – working on building column and 2nd floor construction.

- h. Legacy Lincoln Mercury Volvo – 1254 (Lincoln Mercury) & 1258 (Volvo) Central Park Drive - building and civil plans approved. Permit issued – project cancelled by owner. Contractor is in process of closing site. Partial refund of building permit.
- i. 459 Ponderosa 4-plex condominium – Permits issued and had pre-construction meeting.
- j. Sunrise Center II – Exterior finish, interior work and site work, cross-access easement problems.
- k. 624 North Main (formerly 634 North Main Street), Corporate Crossing – footing and foundations.
- l. O'Fallon/Wessel Storage Units – Frontage Rd. – Planned Development approved. Two building permits issued for small buildings, but still waiting final building plan approval for larger building.
- m. Green Mount Apartments wood frame garage – framing.
- n. Stone Bridge Cathedral II Villas – Stone Bridge Villas – framing.
- o. Stone Bridge Classic III Villas – Stone Bridge Villas – framing.
- p. Stone Bridge Club House – Stone Bridge Villas – framing.
- q. 634 N Main St Ste 1 (WC#9) – tenant finish – permit issued.
- r. Howland Office Building – 734 Cambridge Blvd – building plans and site plan approved. permit issued.
- s. Brad McMillin Office Building – 1415 W Hwy 50 – Building plans approved from B & F, they are preparing for demolition.
- t. La-Z-Boy Furniture Galleries (main building) – 1238 Central Park Dr – permit issued.
- u. Buffalo Wild Wings – 1424 Central Park Circle – permit issued.
- v. Flooring Fashions – S. Cherry partial demo and rebuild – permit issued

### **III. Commercial Projects in Progress – Remodel, Addition or Tenant Finish**

- a. 131-133 W. First – Christone in process of renovation. 3 large apartments upstairs still remain unfinished but both downstairs tenant finishes are complete. 2 completed.
- b. Pet Dairy Culture Dock - 610 E State St – permit issued, foundation.
- c. Hart Food & Drug refrigeration system change out – 907 E Hwy 50 – application and plans rec'd
- d. Your Home Team – 813 W Hwy 50 – site work and interior work.
- e. Hot Shots - 1319 Central Park Dr tenant finish – permit issued to finish west side.
- f. Financial Resources of America Storage addition – 805 ½ W Hwy 50 – building and site plan approved. Permit issued with conditions for drainage with Reliance Bank.
- g. IHOP Restaurant Re-Image – 1028 W Hwy 50 – interior work and need cross access.
- h. Mauie Onion – 102 W State St – tenant finish – work completed waiting on final inspection.
- i. Plaza Wine & Liquor - 400 Southview Plaza – interior expansion.
- j. Home Depot Exterior Display – permits issued - buildings being setup.

### **IV. Temporary Occupancy Permits Pending**

- a. Schantz Bowling Alley – only site work remaining is sidewalks and street extension has no street lights, which we may ask for letter of credit.
- b. New Life in Christ Church – 689 Scott-Troy Rd – Temporary C of O with dedicated easement pending.
- c. The Ginger Shop - 108 W State St – Temporary Certificate of Occupancy issued but owner has not yet complied with accessibility issues.
- d. India Super Bazaar tenant finish – 1727 W Hwy 50 Ste 100 – some issues remain on required alarm system.

- e. Gateway Roofing – accessory structure for storage at rear of property. Completed but no final inspection called for. Owner has moved in and not complied with all requirements.

#### ***V. Property Maintenance and Code Enforcement Cases Pending***

- a. Full Circle Auto – S. Lincoln - Auto repair business moved in to old All Feeds Site with no Occupancy Permit or zoning approvals, tickets issued and working on zoning issues. Permit issued for interior remodeling, ticket issued for storage of U-Hauls (zoning violation). Owner was denied planned use zoning. Now working with his attorney and city attorney on uses allowed.
- b. Clark Station – trying to contact owner, but city is abating property maintenance issues. City attorney is beginning legal action to enjoin owner to maintain and researching city's options.
- c. Property at the end of Cherylwood – City Attorney researching owners and status of property. Owner is not maintaining. Property has approximately \$150,000 in liens currently. City is abating weeds violations. Subdivision recently approved for this site.
- d. Thorpe Auto Body/Apartments – Issued several Violation/Corrective Action Orders for apartments above the body shop. Numerous serious life safety issues exist. He was directed to have tenants moved out by February 1, 2006 and has refused. He has obtained legal counsel. Petitioned the court for a Temporary Restraining Order requesting immediate removal of tenants and court denied, Judge ordered hearing on March 21, 2006 for a Preliminary Injunction on all 5 counts.

#### ***VI. General Building and Code Enforcement Activities***

- a. Floodplain Issues with New Maps – The issuance of the new maps in Nov 2003 has caused an influx of inquiries and requests for assistance from homeowners now being required to obtain flood insurance. We are issuing letters so they can prove to determination companies and lenders that they are not in the flood plain. It was also noted that when the new maps were issued, there was a mistake that now shows Stoneybrook and Glen Hollow in the middle of Engle Creek. We are working with the Engineering Dept. and with a consultant in an attempt to get a LOMR for this, and possibly a LOMA for all residents until the LOMR is completed. Staff has worked with many residents to obtain LOMA's. Also have LOMA issues on Bluffs at Ogles Creek and Windemere due to problems with TWM plat submittal for both subdivisions. They are working on correcting. We will also change our Subdivision Control Ordinance to require subdivision overlay on current FEMA maps as part of Final Plat process.
- b. Computer Program – Govern Building (also Property Maint. and Code Enf.) Permit program implementation is proceeding well. We are now live with Property maintenance, building permits and code enforcement. Mobile notebooks are now ready to use and installed in trucks. Also working on bi-weekly code enforcement "priority cases" report to better track problem areas.

**PLANNING COMMISSION  
AND  
ZONING HEARING OFFICER  
PETITIONS FILED FOR 2006**

P - CASE #	ZHO - CASE #	DATE FILED	PETITIONER	REQUEST	LOCATION	STATUS
	ZHO2006-01	17-Jan-06	Ron & Wendy Cunitz	Area-Bulk Variance for rear setback	1322 Bossler Ln	variance not required
P2006-02		17-Jan-06	Salvatore Macaluso for owners	Rezone Windstone Subdivision for attached villas	Windstone Subdivision	PC approved 2/14/6
P2006-03		17-Jan-06	Estates at Prairie Crossing Development, LLC	Rezone A to SR-1B for Illini Trails	Illini Trails	PC approved 2/28/6
	ZHO2006-04	17-Jan-06	Kevin Wilson / Scott Banzai Homes	Area-Bulk Variance for rear setback	205 Meddows Ln	ZHO approved 2/23/6
P2006-05		30-Jan-06	Keith Beyersdorfer	Rezone Crest Estates to SR-1	Crest Estates	PC approved 2/28/6
P2006-06A		30-Jan-06	Gina & Paul Stroh	Rezone B-2 to B-2(P)	Camp Bow Wow - 1470 Frontage Rd	PC approved 2/28/6
P2006-06		21-Feb-06	Mark Halloran, Halloran Construction	Rezone B-2 to MR-2(P)	Cambridge Condominiums - Phase II	
P2006-07		28-Feb-06	Loren Ettinger - Walpert Prop	Rezone B-1 to B-1(P)	455 Regency Park	
P2006-08		09-Mar-06	City of O'Fallon #5 text amendment	City of O'Fallon	site plan and landscape / environmental requirements	

**SUBDIVISION PETITIONS  
FILED FOR 2006**

CASE #	DATE FILED	SUBDIVISION NAME	NAME OF DEVELOPER	CONCEPT (C)	NUMBER OF LOTS
				PRELIMINARY (P) FINAL (F) MINOR (M)	
S06-01	Jan 5	Braeswood Trails 1st Addition	Scott-Troy Developers	F	48
S06-02	Jan 17	Illini Trails	Estates at Prairie Crossing Devel. LLC	P	23
S06-03	Jan 25	Del Ray Estates	CDC Development Corp.	F	20
S06-04	Jan 30	Crest Estates	Keith Beyersdorfer	F	13
S06-05	Feb 14	Savannah Hills Annex	O'Fallon Development Group, LLC	F	25
S06-06	Feb 14	Premier Pointe	Terry Johnson, Johnson Properties	M	2
S06-07	Feb 17	O'Fallon Professional Park Lot 2	NG Investments LLC	F	6
S06-08	Feb 17	Lake St. Ellen 2nd Addition	Osborn Development	F	36
S06-09	Feb 21	Parcs at Arbor Green Phase I (formerly Kombrink Exec)	Parcs at Arbor Glen LLC	F	16
S06-10	Feb 10	Lakeview Subdivision - Scott Hesse	Scott Hesse / Rhutasel & Assoc	C	3
S06-11	Feb 24	Resub of Lots 5 & 6 3rd Addit to Fairwood West	F & B Properties	M	4

**ANNEXATION  
ACTIVITY**

**2005**

CASE #	DATE	NAME	REQUEST	PROPERTY LOCATION	ACREAGE	ORD. # or Misc Info.
A2005-01	13-Jan	Scott Urban	Quarry Road property being sold	04-27-100-005 & 04-27-200-006	21.31	Ord #3333
A2005-02	01-Feb-05	Marvin Reno and Cheri Vaughn-Reno	Vaughn-Reno Subdivision - annexation	04-08-402-010 & 04-08-402-011	3.74	Ord #3331
A2005-03	02-Feb-05	Richard M & Donna Price	2080 Borchers Lane - agreement only	04-22-400-026 & 04-27-200-052	1.39	Res #2005-21
A2005-04	07-Feb-05	AmerenIP	821 E State St (Seven Hills Substation)	04-29-406-029	0.58	
A2005-05	15-Mar-05	Bob Glarner	NE corner Old Collinsville Rd & Milburn School Road	03-14-300-001 (partial)	5	Ord #3359
A2005-06	15-Mar-05	Halloran Construction / TR Hughes	Ahl Property / NE corner Old Collinsville Rd & Milburn School Road	03-14-300-001 (partial)	76.84	Ord #3357
A2005-07A	05-Apr-05	Richard & Denise Pyles	1137 Weil Rd	04-08-400-003	4.8	Ord #3334
A2005-07	20-May-05	Porter Rd, LLC or Qualified Intermediary Land Trust of So. IL	Park Glen Subdivision; NE corner of Porter Rd & B&O RR	03-24-300-007 03-25-100-017	86	2nd reading passed 7/18/05
A2005-08	20-May-05	City Park	W of Porter Rd, S of Obernuefemann Rd, and N of B&O RR	portion of 03-24-400-021 and 03-24-300-018 & all of 03-24-400-019, 03-24-400-008, 03-25-200-023, 03-25-100-003, 03-25-200-003, 03-25-200-002, 03-25-200-004, 04-30-100-001, 04-19-300-066 & 03-24-400-006	200	Ord #3351
A2005-09	23-Sep-05	New Home Development LLC	Heritage Knolls Subdivision	All of 03-14-200-020; 03-14-200-019; 03-14-200-018; 03-11-400-019; 03-11-400-016; 03-11-400-013; 03-11-400-015; 03-11-400-018; 03-11-400-021; 03-14-200-016; 03-14-200-021; 03-14-400-017; 03-11-400-014; 03-11-400-020; 03-13-100-011; 03-14-200-017 & 03-13-100-004	194.68	
A2005-10	30-Sep-05	Eric Schmitt and Patricia Schmitt	537 & 541 Scott Troy Road	04-21-400-006 - 3.85 acres 04-21-400-007 - 5.01 acres	8.85	Ord #3383
A2005-11	28-Oct-05	Karen D. Marshall Revokable Living Trust	2200 Bowler Road (water agreement)	portion of 04-06-200-010; all of 04-06-200-013 & 04-06-200-014	5.8	Res #2005-103
<b>TOTAL 2005 ACREAGE</b>					<b>608.99</b>	

**O'FALLON HISTORIC PRESERVATION COMMISSION  
LANDMARK DESIGNATIONS FILED**

<b>CASE #</b>	<b>DATE FILED</b>	<b>PETITIONER</b>	<b>LOCATION</b>	<b>APPLICABLE CRITERIA</b>	<b>STATUS</b>
<b><u>2000</u></b>					
LD2000-01	Feb, 2000	Stephen & Lizbeth Brown	212 West Washington	A, E, I	Approved - Ordinance #2097
LD2000-02	July, 2000	City of O'Fallon	200 North Lincoln Avenue - Old City Hall	A, E, I	Approved - Ordinance #3033
LD2000-03	July, 2000	Susan & Charles Hertich	302 West Adams	A, B, E, I	Approved - Ordinance #3032
LD2000-04	Sept, 2000	Bruce & Theresa Nix	509 North Lincoln Avenue	A, C, E, F	Approved - Ordinance #3042
<b><u>2001</u></b>					
LD2001-01	July, 2001	St. Clare Catholic Church	205 West Third Street	A, I	Approved - Ordinance #3073
LD2001-02	Dec, 2001	Robin & Steven Springer	503 North Lincoln Avenue	C, E, I	Approved - Ordinance #3097
LD2001-03	Dec, 2001	City of O'Fallon	101 West State Street	A, I	Recommended by HPC 1/8/02
<b><u>2002</u></b>					
LD2002-01	Dec, 2002	Paula Louis	319 North Cherry	A, C	Approved - Ordinance #3156
<b><u>2003</u></b>					
LD2003-01	Feb, 2003	Leroy R. Yeager	109 West Washington	E, F	Approved - Ordinance #3167
LD2003-02	April, 2003	Elizabeth Rauchman	703 South Lincoln	E, F	Approved - Ordinance #3179
LD2003-03	Dec, 2003	O'Fallon Historical Society	Scale House - 214 E 1st Street	A, H	Approved - Ordinance #3234
<b><u>2004</u></b>					
LD2004-01 (H)	April, 2004	Schildknecht Funeral Home	310 South Lincoln	Heritage Award A, C, E, H	Res 2004-44
LD2004-02 (H)	April, 2004	Schwarz Furniture Warehouse	226 West State Street	Heritage Award	Res 2004-45
<b><u>2005</u></b>					
LD2005-01 (H)	Feb, 2005	United Church of Christ	206 W Adams	Heritage Award 1, 8	Res 2005-37
LD2005-02	Mar, 2005	Ruth Smith	216 W Adams	A, E, H	Approved - Ordinance #3335
LD2005-03	Sep, 2005	Kimberly & James Sabella	102 W Washington (Wolfersberger F H)	1, 5, 8	Approved - Ordinance #3397
<b><u>2006</u></b>					
LD2006-01	Feb, 2006	Bridgid Riebold	207 West Second St	3, 5, 8	
LD2006-02	Feb, 2006	Kirstin & Bryan Lee	505 North Lincoln Ave	3, 5, 8	
LD2006-03	Feb, 2006	Bernice Funk	109 Betty Lane	3, 5, 8	
LD2006-04	Feb, 2006	Sue & Ted Peterson	106 East Monroe	3, 5, 8	
LD2006-05	Feb, 2006	O'Fallon CCSD #90	505 S Cherry St - Amelia Carriel Fountain	1, 3, 8	

**Applicable Criteria:** (H) Heritage Award

- 1 - A - Its significant value as part of the historical, cultural, artistic, social, ethnic, political, or other heritage of the community, state or nation.
- 2 - B - Its location as a site of a significant local, county, state or national event.
- 3 - C - Its identification with a person who significantly contributed to the development of the community, county, state or nation.
- 4 - D - Its identification as the work of a master builder, designer or architect whose individual work has influenced the development of the community.
- 5 - E - Its embodiment of elements of design, detailing, materials or craftsmanship that renders it architecturally significant or innovative.
- F - Its embodiment of distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction or use of indigenous materials.
- 6 - G - Its archaeological significance to the community, county, state or nation for information has yielded or is likely to yield important to history or prehistory.
- 7 - H - Its character as a particularly fine or unique example of utilitarian structure including, but not limited to, farmhouses, buildings or other commercial structures with a high level of integrity or architectural significance.
- 8 - I - Its establishment of a sense of time and place unique to the city.

**BUILDING PERMITS**

**ANNUAL REPORT**

January 1 to December 31, 2005

No. of Permits		Type of Permit	Amount	
2005	2004		2005	2004
384	358	Single Family Residence	\$63,992,135	\$51,518,219
2	2	Multi-Family	\$1,000,000	\$279,818
15	16	Mobile Homes and Addit & Alter	\$125,000	\$23,000
230	210	Residential Add & Alt and other	\$3,107,700	\$2,584,431
47	65	Signs	\$265,432	\$676,031
17	16	Commercial & Industrial (New)	\$29,484,395	\$21,800,318
49	54	Commercial & Industrial Add & Alt	\$1,864,592	\$5,273,969
744	721	<b>Total Permits</b>	<b>\$99,839,253</b>	<b>\$82,155,786</b>

This year-to-date is generated through use of January - December totals, not individual months added together. Therefore, it takes into account voided permits.

**BUILDING PERMITS**

**MONTHLY REPORT**

JANUARY 1 - JANUARY 31, 2006

No. of permits		Type of Permit	Amount	
2006	2005		2006	2005
24	12	Single Family Residence	\$6,640,255	\$2,164,684
0	0	Multi-Family	\$0	\$0
1	0	Mobile Homes - New and Addit & Alter	\$62,617	\$0
16	11	Residential Add & Alter and Other	\$190,207	\$125,184
6	7	Signs	\$6,500	\$29,482
3	0	Commercial & Industrial (New)	\$2,902,209	\$0
10	5	Commercial & Industrial (Addit & Alter)	\$400,100	\$65,000
60	35	<b>Total Permits</b>	<b>\$10,201,888</b>	<b>\$2,384,350</b>

**RESIDENTIAL OCCUPANCY PERMITS**  
**The Year in Review/Comparison to 2004**  
**Through December 31, 2005**

	Applications Received 2004/2005	New Inspections 2004/2005	Re-inspections 2004/2005
January	96/62	67/77	41/65
February	119/80	95/77	40/57
March	125/94	135/94	63/77
April	148/84	122/89	72/68
May	135/121	98/107	62/77
June	149/134	136/118	66/84
July	171/73	169/88	69/78
August	118/110	197/91	104/73
September	110/122	116/94	96/62
October	99/57	86/98	60/62
November	90/48	87/84	60/47
December	95/52	85/81	83/59
Total year to date	<b>1455/1037</b>	<b>1393/1098</b>	<b>816/809</b>

Residential Certificates issued to date:

Certificates of Occupancy Issued (December)	<b>32</b>
	<b>2004/2005</b>
Total	<b>1402/871</b>

**COMMERCIAL OCCUPANCY PERMITS**  
**The Year in Review/Comparison to 2004**  
**Through December 31, 2005**

	Applications Received 2004/2005	New Inspections 2004/2005	Re-inspections 2004/2005
January	19/9	18/19	8/10
February	7/17	16/14	7/16
March	4/11	4/17	13/17
April	7/20	7/20	6/14
May	24/3	5/8	10/17
June	8/14	17/7	3/14
July	12/17	4/15	2/12
August	18/12	16/11	20/18
September	12/13	13/14	7/13
October	10/20	8/13	10/15
November	20/19	11/13	13/13
December	17/15	16/17	7/16
Total year to date	<b>158/170</b>	<b>135/168</b>	<b>106/175</b>

Commercial Certificates issued to date:

Certificates of Occupancy Issued (December)	<b>8</b>
Calendar Year	<b>2004/2005</b>
Total Permits	<b>82/70</b>

DEPARTMENT OF PUBLIC SAFETY  
THIRD QUARTER REPORT  
F.Y. 2006

- The following table illustrates a comparison of crime statistics for the last four calendar years. During that period, our population increased 13.9% and our crime rate per 100,000 dropped 17.4%. Coincidentally, our total number of Part 1 offenses reported during the period also decreased 17.4%. While we have experienced some fluctuation in the individual categories the numbers remain fairly consistent. The good news is that thefts and other property crimes account for more than 93% of all serious crimes reported. Violent or person-on-person crimes account for less than 7% of the total.

Year	Population	Rate per 100,000	Total Index Crime	Murder	Sexual Assault	Robbery	Assault/Battery	Burglary	Theft	Motor Vehicle Theft	Arson
2002	22,463	3,329.9	748	0	15	10	28	130	509	52	4
2003	23,041	2,426.1	559	0	7	6	22	76	415	28	5
2004	24,006	2,911.8	699	0	17	10	23	83	508	51	7
2005	25,600	2,750.0	704	1	7	9	26	107	507	40	7
% Chg Overall	13.9%	-17.4%	-17.4%	100%	-53%	-10%	-7%	-17%	-.3%	-23%	75%
%Chg 2004-2005	6.6%	-5.5%	0.71%	100%	-58%	-10%	13%	28.9%	-0.1%	-21.5%	N/C

- In December two members of the Police Department were promoted. Eric VanHook was promoted from Detective Sergeant to Lieutenant and Detective James Cavins was promoted to Sergeant. As a result of the promotions, the department was restructured to accommodate three Lieutenant positions (up from 2) while the number of Sergeants remained the same (5). The investigations division is now supervised by Lieutenant Jeff Wild and the fifth Sergeant is assigned to oversee the Traffic Safety Unit and the department's training programs. These duties were previously shared by most of the command staff. In addition to making a first line supervisor responsible for the traffic and training initiatives, we now have the opportunity to further develop our future leaders in areas where they had limited experience. These were the first promotions at the Police Department in more than 6 years.
- In January, the Police Department participated in a "Parole Sweep" with the Illinois Department of Corrections and the Fairview Heights Police Department. As a condition of their release, parolee's agree to allow the Department of Corrections access to their place of residence for periodic, unannounced, searches and, they agree to periodic drug testing. Ten parolees in O'Fallon were checked and two minor drug arrests were made.
- As a result of the Community Preparedness Planning Process that was undertaken during the quarter, we have begun working with a citizen group to establish a Citizen

Emergency Response Team (CERT). We have a wide variety of talented and capable people in O’Fallon who have expressed an interest in moving forward with this project. A CERT is used to supplement the first responders by providing support services in a wide variety of roles (communications, shelter, perimeter control and traffic direction to name a few). Two team leaders have been identified and will be attending a “train-the-trainer” session in Springfield later this month. We hope to use what they learn as the nucleus for our team.

- The Department of Emergency Medical Services responded to 730 calls for service during the quarter (an increase of 8% over the same quarter last year). In all, the demand for emergency medical services is increasing at an annual rate of approximately 13%, both in terms of overall incident responses and hospital transports. The table below outlines the volume of calls for service for calendar years 2003, 2004 and 2005, along with number of hospital transports and the average response time. Fortunately, response times are not climbing as quickly as the demand for service, an indicator that current staffing levels remain sufficient. We will continue to monitor our average response time as an indicator of the need to add additional assets.

Year	Calls For Service	Increase	Hospital Transports	Increase	Response Time	Increase
2003	2264		1808		3.9 Min	
2004	2549	12.5%	2081	15%	4.3 Min	10%
2005	2882	13%	2327	12%	4.5 Min	5%