

CITY OF O'FALLON

GARY L. GRAHAM

Mayor

PHILIP A. GOODWIN

City Clerk

Walter Denton
City Administrator

DAVID H. HURSEY

City Treasurer

ALDERMAN

Gene McCoskey Ward 1 John Drolet Ward 4

Richie Meile Ward 1 Michael Bennett Ward 5

Ed True Ward 2 Courtney Cardona Ward 5

Jerry Albrecht Ward 2 Jim Hursey Ward 6

Jerry Mouser Ward 3 Ray Holden Ward 6

Kevin Hagarty Ward 3 David Cozad Ward 7

Herb Roach Ward 4 Harlan Gerrish Ward 7

CITY COUNCIL MEETING

A G E N D A

Monday, April 7, 2014

7:00 P.M. – Council Chambers

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF MINUTES – March 17, 2014

V. PUBLIC HEARING – 1. Adoption of the Municipal Budget for the Fiscal year 2014-2015

VI. REPORTS

A. Residents of O'Fallon – This portion of the City Council meeting is reserved for any resident wishing to address Council. The Illinois Open Meetings Act (5 ILCS 120/1) mandates NO action shall be taken on matters not listed on this agenda, but Council may direct staff to address the topic or refer the matter to a committee. Please provide City Clerk with name & address; speak into microphone; limit presentation to 3 minutes; and avoid repetitious comments. Thank you.

B. Clerk's Report

1. Request from the Senior Citizens Club of O'Fallon to conduct a raffle from April 7th – September 17th for a quilt, cash, groceries, etc.
2. Request from the American Legion Post 137 to conduct a roadblock on Saturday, May 24, 2014 at the intersection of State and Lincoln (Insurance pending)
3. Request from the OTHS Marching Band to conduct a roadblock on Friday, April 18 and Saturday, April 19 from 8:00 a.m. to noon each day at the intersection of Lincoln and State and State and Smiley (Insurance pending)

C. Mayor's Report

VII. RESOLUTIONS –

ITEM 1 - Resolution authorizing the Mayor to execute an agreement with Sherbut-Carson-Claxton, LLC for the Lincoln Farm Lift Station project in the amount of \$25,000 (Item 1a-Staff Report)

ITEM 2 – Resolution authorizing the Mayor to execute an agreement with Quality Testing and Engineering, Inc. (QTE) for construction observation and materials testing at the site of the new Parks and Fire/EMS facilities in the amount of \$12,364.80 (Item 2a-Staff Report)

ITEM 3 – Resolution authorizing the Mayor to execute an agreement with SCI Engineering, Inc. for construction testing and observation services at the site of the new Parks and Fire/EMS facilities in the amount of \$9,768.60 (Item 3a-Staff Report)

VIII. ORDINANCES

A. 1st reading –

ITEM 4 – Ord. amending Chapter 116 of the 2014 Code of Ordinances by establishing a not-for-profit corporation license classification – G-1 and G-2 (Item 4a-Staff Report)

B. 2ND Reading – (The following ordinances may be viewed on www.ofallon.org for the March 17th meeting)

5. Ord. Budgeting for all Corporate Purposes for the Fiscal Year beginning May 1, 2014 and ending April 30, 2015

6. Ord. amending Title XI, Chapter 116, Section 116.18 (c) regarding Fees for the 2014 Code of Ordinances (Amended) **(On hold for passage of Item 3)**

IX. STANDING COMMITTEES

1. Community Development – *Minutes Attached* – 1. **Motion** to approve the Special Event Request from Keller Farms to hold their Sweet Corn Stand at 1790 W. Hwy 50 from June 20 – August 15, 2014 (Staff Report)

Motion to approve the Special Event Request from Happy Day Tropical Sno #1 to hold their stand at 6000 Old Collinsville Road from April through October with conditions (Staff Report)

Motion to approve the Special Event Request from Happy Day Tropical Sno #2 to hold their stand at 600 Southview, Ste #1 from April through October with conditions (Staff Report)

Motion to approve the Special Event Request from Team Fox to hold their Soul to Sole 5k Run/Walk on Sunday, April 27, 2014 with conditions (Staff Report)

2. Public Works – *Minutes Attached* - **Motion** to approve the proposal from Warnecke Building Restoration, Inc. for the Historical Museum Masonry restoration at a cost of \$13,345 (Staff Report)

3. Public Safety

4. Finance/Administration – *Minutes Attached*

5. Parks/Environment – *Minutes Attached*

X. **EXECUTIVE SESSION** – Occasionally, the Council may go into closed session in order to discuss such items covered under 5 ILCS 120/2 (b) which are as follows: Legal Matters; Purchase, Lease or Sale of Real Estate; Employment/appointment matters; Business matters or Security/criminal matters and may possibly vote on such items after coming out of closed session.

XI. ACTION TAKEN ON EXECUTIVE SESSION ITEMS

XII. ADJOURNMENT

**O'FALLON CITY COUNCIL
MINUTES OF THE REGULAR COUNCIL MEETING
Draft March 17, 2014**

The regular meeting was called to order at 7:00 p.m. by City Clerk Goodwin who led the Council in "The Pledge of Allegiance to the Flag."

Philip Goodwin, City Clerk, called the roll: Gene McCoskey, present; Richie Meile, present; Ed True, present; Jerry Albrecht, excused; Jerry Mouser, present; Kevin Hagarty, present; John Drolet, present; Herb Roach, present; Michael Bennett, present; Courtney Cardona, present; Jim Hursey, present; Ray Holden, present; David Cozad, present; Harlan Gerrish, present. A quorum was declared present.

City Clerk Goodwin announced that Mayor Graham would not be present. Motion was made by G. McCoskey and seconded by E. True to approve Alderman Mouser as Mayor Pro Tem. All ayes. Motion carried.

Mayor Pro Tem Mouser asked for approval of the minutes. Motion was made by E. True and seconded by K. Hagarty to approve the minutes of March 3, 2014. All ayes. Motion carried.

PUBLIC HEARING – No hearing scheduled.

RESIDENTS: No one came forward.

REPORTS:

Clerk's Report: City Clerk Goodwin read requests from the following:

1. Request from the Knights of Columbus #592 to conduct a raffle for a lottery ticket tree on April 18, 2014
2. Request from Frieze Harley-Davidson to conduct a raffle for several items from present to May 18, 2014
3. Request from Faith Lutheran PYC (Preschool) to conduct a raffle for four Disney passes on April 4th at 529 East Hwy 50
4. Request from the VFW Post 805 to conduct a monthly raffle for cash through December 31, 2014

Motion by E. True and seconded by G. McCoskey to approve the requests. All ayes. Motion carried.

Mayor's Report: Mayor Pro Tem Mouser announced the Southwestern Illinois Council of Mayors will be held on Thursday, March 27th in Collinsville.

Mayor Pro Tem Mouser read a proclamation declaring the week of March 17 – 23, 2014 as Water and Wastewater Operator's Week.

RESOLUTIONS:

Motion by M. Bennett and seconded by H. Roach to approve Resolution Item 1, A Resolution for retainage of the Huron Consulting Firm.

ROLL CALL: McCoskey, aye; Meile, aye; True, aye; Mouser, aye; Hagarty, aye; Drolet, aye; Roach, aye; Bennett, aye; Cardona, aye; Hursey, aye; Holden, aye; Cozad, aye, Gerrish, aye. Ayes - 13; Nos – 0. All ayes. Motion carried.

ORDINANCES:

1st Readings – Motion by M. Bennett and seconded by E. True to consider on 1st Reading, an Ordinance for Budgeting for all Corporate Purposes for the Fiscal Year beginning May 1, 2014 and ending April 30, 2015.

H. Roach thanked S. Evans for the information for the budget. He also thanked the staff for their input in particular M. Hutchison for the programs, Chief Van Hook for the vehicle purchases, D. Sullivan for the building costs per square foot and D. Gentry for the IT tracking of costs. He was also pleased that Streets is included. He is still concerned about the 4% increase in some costs.

M. Bennett added that the staff has been working on this all year. He stated that with over ten hours in committee time, much of the debate was ironed out before coming to the Council.

J. Drolet agreed with Alderman Roach and Alderman Bennett. He is pleased with S. Evans' breakdown. He has fewer objections than he has had in the past.

ROLL CALL: McCoskey, aye; Meile, aye; True, aye; Mouser, aye; Hagarty, aye; Drolet, present; Roach, aye; Bennett, aye; Cardona, aye; Hursey, aye; Holden, aye; Cozad, aye, Gerrish, aye. Ayes - 12; Present – 1; Nos – 0. Motion carried.

2nd Readings – Motion by M. Bennett and seconded by E. True to consider on 2nd reading under the Omnibus Agreement Ordinances 3 - 6. All ayes. Motion carried.

Alderman Bennett read the following:

Ordinance for a Use Variance to Ord. 623, Zoning, development known as Schaefer Autobody Center located at 1290 Central Park Drive, allowing an automotive repair and service in a B-1 Zone District

Ordinance amending the 2014 Code of Ordinances, Section 51.080 of Chapter 51, Sewers

Ordinance amending Chapter 116 of the 2014 Code of Ordinances by establishing a Brew Pub License classification

Ordinance amending Chapter 116 of the 2014 Code of Ordinances by establishing a license to allow for the consumption of alcoholic beverages on the premises and to sell packaged alcoholic beverages for consumption off the premises

Motion by M. Bennett and seconded by E. True to approve Ordinances 3 – 6 on 2nd Reading under the previous Omnibus Agreement.

ROLL CALL: McCoskey, aye; Meile, aye; True, aye; Mouser, aye; Hagarty, aye; Drolet, aye; Roach, aye; Bennett, aye; Cardona, aye; Hursey, aye; Holden, aye; Cozad, aye, Gerrish, aye. Ayes - 13; Nos – 0. All ayes. Motion carried.

Mayor Pro Tem Mouser stated that number 7, an Ordinance amending Title XI, Chapter 116, Section 116.18 (c) regarding Fees for the 2014 Code of Ordinances is on hold.

STANDING COMMITTEES –

Community Development: G. McCoskey announced that the next meeting is in the Mayor's Conference room at 6:00 p.m. in the Mayor's Conference room on March 24th.

Public Works: R. Meile stated they will meet March 24th at 7:00 p.m. in the Mayor's Conference room.

Public Safety: K. Hagarty announced they will meet April 14th at 5:00 p.m. in the Mayor's Conference Room.

Finance/Administration: Motion by M. Bennett and seconded by E. True to approve Warrant #297, in the amount of \$571,717.27.

ROLL CALL: McCoskey, aye; Meile, aye; True, aye; Mouser, aye; Hagarty, aye; Drolet, aye; Roach, aye; Bennett, aye; Cardona, aye; Hursey, aye; Holden, aye; Cozad, aye, Gerrish, aye. Ayes - 13; Nos – 0. All ayes. Motion carried.

Parks and Environment: E. True stated they will meet April 14th at 5:30 p.m.

EXECUTIVE SESSION: None scheduled.

Mayor Pro Tem Mouser reminded everyone to vote tomorrow.

ADJOURNMENT: Motion by K. Hagarty and seconded by H. Gerrish to adjourn. All ayes. Motion carried.

The meeting was adjourned at 7:20 p.m.

Submitted by,

Philip A. Goodwin
City Clerk

Minutes recorded by
Maryanne Fair, Deputy City Clerk
Proper notice having been duly given

CITY OF O'FALLON, ILLINOIS
RESOLUTION 2014 -

AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH SHERBUT-CARSON-CLAXTON, LLC, FOR THE LINCOLN FARM LIFT STATION PROJECT IN THE AMOUNT OF \$25,000.00

WHEREAS, the City of O'Fallon, a municipal corporation, has a need for engineering services for the upgrade to the lift station, and

WHEREAS, Sherbut-Carson-Claxton has the expertise to perform the services the City needs,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF O'FALLON, ST. CLAIR COUNTY, ILLINOIS AS FOLLOWS:

That the City of O'Fallon authorizes its appropriate representatives to sign the Sherbut-Carson-Claxton agreement for the Lincoln Farm Lift Station Project in an amount not to exceed \$25,000.00.

Passed and approved this 7th day of April 2014.

ATTEST:

Approved:

Philip A. Goodwin, City Clerk

Gary L. Graham, Mayor



CITY COUNCIL AGENDA ITEMS

To: Mayor Graham and City Council
From: Dennis Sullivan, Director of Public Works
Walter Denton, City Administrator
Date: April 7, 2014
Subject: RESOLUTION – Sherbut-Carson-Claxton, LLC Design Proposal, Lincoln Farm Lift Station Project

List of committees that have reviewed: Public Works.

Background: The Lincoln Farm Sanitary Sewage Lift Station has insufficient wet well capacity. If there is a fault at the station due to power outage, pump failure, control failure, etc., there is insufficient time for our personnel to react to an alarm and ensure that sewage is not released from the lift station and contaminating the nearby stream. The situation has gotten progressively worse as homes have been added to the northern subdivisions served by the lift station. We are now at a point where the addition of wet well storage is a critical consideration. The design will consider the potential increase of sewage flow to the lift station by existing subdivisions as they are built out and newer ones in the area north of the City center.

Legal Considerations, if any: Normal legal considerations when obtaining professional services.

Budget Impact: Funding is being reserved in the FY15 Sanitary Sewer Budget for the start of the needed design work.

Staff recommendation: Staff recommends acceptance of the proposal from Sherbut-Carson-Claxton, LLC, in the amount of \$25,000.00.

CITY OF O'FALLON, ILLINOIS
RESOLUTION 2014 -

AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH QUALITY TESTING & ENGINEERING, INC. (QTE), FOR CONSTRUCTION OBSERVATION & MATERIALS TESTING AT THE SITE OF THE NEW PARKS AND FIRE/EMS FACILITIES IN THE AMOUNT OF \$12,364.80

WHEREAS, the City of O'Fallon, a municipal corporation, has a need for construction observation & materials testing at the site of the new Parks and Fire/EMS Facilities, and

WHEREAS, Quality Testing & Engineering, Inc. (QTE), has the expertise that the City needs to accomplish the construction testing and observation that is required,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF O'FALLON, ST. CLAIR COUNTY, ILLINOIS AS FOLLOWS:

The City of O'Fallon authorizes its appropriate representatives to sign the Quality Testing & Engineering, Inc. (QTE), agreement for construction observation & materials testing in an amount not to exceed \$12,364.80 as in their proposal.

Passed and approved this 7th day of April 2014.

ATTEST:

Approved:

Philip A. Goodwin, City Clerk

Gary L. Graham, Mayor



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council
From: Dennis Sullivan, Director of Public Works
Walter Denton, City Administrator
Date: April 7, 2014
Subject: RESOLUTION – Quality Testing & Engineering, Inc. (QTE), – Construction Observation & Materials Testing for the New Parks and Fire/EMS Facilities

List of committees that have reviewed: None

Background: There has been testing required for the new Fire/EMS and Parks Facilities already in this new endeavor and there will be much more as construction continues. Staff requested that QTE submit a proposal for such testing – soil, concrete, etc. The proposal is based on time, material and procedure. Testing will be ordered as needed based on the opinion of staff, construction manager, design architect, and/or design engineer. QTE will conduct approximately half of the testing required. SCI will conduct the remaining portion.

Legal Considerations, if any: Normal legal considerations when obtaining professional services.

Budget Impact: The work will be funded by the construction funding set aside for the new facilities.

Staff recommendation: Staff recommends acceptance of the proposal from Quality Testing & Engineering, Inc. (QTE), in the amount of \$12,364.80 for the construction observation & materials testing.

CITY OF O'FALLON, ILLINOIS
RESOLUTION 2014 -

**AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH SCI
ENGINEERING, INC., FOR CONSTRUCTION TESTING & OBSERVATION
SERVICES AT THE SITE OF THE NEW PARKS AND FIRE/EMS FACILITIES IN
THE AMOUNT OF \$9,768.60**

WHEREAS, the City of O'Fallon, a municipal corporation, has a need for construction testing & observation services at the site of the new Parks and Fire/EMS Facilities, and

WHEREAS, SCI Engineering, Inc., has the expertise that the City needs to accomplish the construction testing and observation that is required,

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF
THE CITY OF O'FALLON, ST. CLAIR COUNTY, ILLINOIS AS FOLLOWS:**

The City of O'Fallon authorizes its appropriate representatives to sign the SCI Engineering, Inc. agreement for construction testing & observation services in an amount not to exceed \$9,768.60 as in their proposal.

Passed and approved this 7th day of April 2014.

ATTEST:

Approved:

Philip A. Goodwin, City Clerk

Gary L. Graham, Mayor



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council
From: Dennis Sullivan, Director of Public Works
Walter Denton, City Administrator
Date: April 7, 2014
Subject: RESOLUTION – SCI Engineering, Inc. – Construction Testing & Observation Services for the New Parks and Fire/EMS Facilities

List of committees that have reviewed: None

Background: There has been testing required for the new Fire/EMS and Parks Facilities already in this new endeavor and there will be much more as construction continues. Staff requested that SCI submit a proposal for such testing – soil, concrete, etc. The proposal is based on time, material and procedure. Testing will be ordered as needed based on the opinion of staff, construction manager, design architect, and/or design engineer. SCI will conduct approximately half of the testing required. QTE will conduct the remaining portion.

Legal Considerations, if any: Normal legal considerations when obtaining professional services.

Budget Impact: The work will be funded by the building funds for the construction of the new facilities.

Staff recommendation: Staff recommends acceptance of the proposal from SCI Engineering, Inc., in the amount of \$9,768.60 for the construction testing & observation services.

ORDINANCE NO. _____

**ORDINANCE AMENDING CHAPTER
116 OF THE 2014 CODE OF
ORDINANCES BY ESTABLISHING A
NOT-FOR-PROFIT CORPORATION
LICENSE CLASSIFICATION**

WHEREAS, the City of O'Fallon has ascertained a need for a Not-For-Profit Corporation classification; and

WHEREAS, the current ordinance does not currently have a Not-For-Profit Corporation classification; and

WHEREAS, the O'Fallon City Council has determined that it is desirable and in the public interest to amend the O'Fallon Code of Ordinances with respect to a Not-For-Profit Corporation and to enact an amendment herein to Chapter 116 "Alcoholic Beverages" of the 2014 Code of Ordinances.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF O'FALLON, ST. CLAIR COUNTY, ILLINOIS;

Section 1. Chapter 116 Section 116.01 Definitions is amended by way of addition of the following:

NOT-FOR-PROFIT CORPORATION

For the purposes of this Code, a "Not-For-Profit Corporation" is defined to mean a corporation organized or registered under the laws of and in good standing with the State of Illinois pursuant to the Illinois General Not-For-Profit Corporation Act of 1986 (805 ILCS 105/101.01 et. seq.) and which entity was organized for the promotion of some common object or purpose, other than the sale and consumption of alcoholic liquors.

Chapter 116. Section 116.15 Classifications of Licenses is amended as follows:

Section 2. Chapter 116, Section 116.15, Classification of Licenses is amended by way of addition of the following:

(I) Class “G-1” license shall authorize a Not-For-Profit Corporation as holder thereof to sell, at retail, alcoholic liquor for consumption only on the premises where sold. Alcoholic liquor may be sold at retail for consumption on the premises at all hours chosen by the holder thereof, except between the hours of 1:00 a.m. and 5:00 a.m. when no sales of alcoholic liquor may be made. No person may consume, and no person other than the licensee shall possess or have, any alcoholic beverage upon the licensed premises more than one half (1/2) hour after the close of business for the retail sale of alcoholic beverage and before such business opens as allowed by the preceding, and the premises shall be vacated within one half (1/2) hour of the close of such business by all persons other than employees of the licensee then engaged in customary after-hour duties which relate to cleaning and closing of such business.

Class “G-2” license shall authorize a Not-For-Profit Corporation as holder thereof to sell, at retail, alcoholic liquor for consumption only on the premises where sold. Alcoholic liquor may be sold at retail for consumption on the premises at all hours chosen by the holder thereof, except between the hours of 2:00 a.m. and 5:00 a.m. when no sales of alcoholic liquor may be made; providing that a live band or such other live entertainment, as the Liquor Commissioner deems comparable, performs at such premises at least five (5) days each week. No person may consume, and no person other than the licensee shall possess or have, any alcoholic beverage upon the licensed premises more than one half (1/2) hour after the close of business for the retail sale of alcoholic beverage and before such business opens as allowed by the preceding, and the premises shall be vacated within one half (1/2) hour of the close of such business by all persons other than employees of the licensee then engaged in customary after-hour duties which relate to cleaning and closing of such business.

This ordinance shall be in full force and effect from and after its passage and approval and its publication in the manner provided by law.

Passed by the City Council this _____ day of _____ 2014.



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council

From: Maryanne Fair, Deputy City Clerk
Philip A. Goodwin, City Clerk
Walter Denton, City Administrator

Date: April 7, 2014

Subject: Liquor License Classification G- 1 and G-2

List of committees that have reviewed: Community Development reviewed on March 24, 2014.

Background: After the Community Development committee reviewed on March 10th, it was determined that a classification for not for profit organizations should be considered.

Legal Considerations, if any: Dale Funk researched the liquor license classifications for not for profit organizations.

Budget Impact: The fee for a G-1 classification shall be \$500 and the G-2 classification shall be \$600, based on type of entertainment.

Staff Recommendation: To approve the Ordinance for Classification G-1 and G-2.



**DRAFT MINUTES
COMMUNITY DEVELOPMENT COMMITTEE
6:00 PM Monday, March 24, 2014**

Minutes of a regular meeting of the Community Development Committee of the City of O'Fallon, held in the City Council Chambers, 255 S. Lincoln, O'Fallon, Illinois.

CALL TO ORDER: 6:00 PM

I) Roll Call – *Committee members:* Jerry Albrecht (chair), Gene McCoskey (vice chair), Jerry Mouser, Ray Holden and David Cozad. *Other Elected Officials Present:* Herb Roach, Richie Meile, John Drolet, Kevin Hagarty, Ed True and Michael Bennett. *Staff:* Walter Denton, Pam Funk, Ted Shekell, Jeff Stehman, Sandy Evans, and Justin Randall. *Visitors:* Georgia Hillyer, Vern Malare, Dennis Cowden and Brian Keller.

II) Approval of Minutes from Previous Meeting– All ayes. Motion carried.

III) Items Requiring Council Action

- A. Liquor License Ordinance and Fees (1st Reading) – Walter Denton gave a brief overview of the new non-profit club licenses discussed at a previous City Council and the fee increase proposed for other licenses. The committee discussed the potential non-profit club licenses and increase in price for the current licenses. The committee recommended approval with a vote of 6-0.
- B. SEPA – Keller Farms, Inc. Sweet Corn Stand (Motion) – Justin Randall briefed the committee on the proposed sweet corn stand to be located at 1790 W. Highway 50, where the stand has been located for a number of years. The committee recommended approval of the Special Event Permit with a vote of 5-0.
- C. SEPA – Happy Day Tropical Sno Hut #1 and #2 (Motion) – Justin Randall gave a brief overview of the proposed sno cone huts. Randall noted the hut at 6000 Old Collinsville Road has been approved in the past, but the hut at 600 Southview Plaza was the first year for this location. The committee discussed the new location and parking available for the business. The committee recommended approval of the Special Event Permits with a vote of 5-0.
- D. SEPA – Soul to Sole 5K Run/Walk (Motion) –Justin Randall gave a brief overview of the proposed 5K run/walk and indicated this was going to City Council because southbound Lincoln Avenue would need to be closed at the start of the race for 15 -30 minutes. Randall also informed the committee of discussions with the Public Safety Department and applicant indicated after the start of the race, the crowd would thin out and runners would be able to use the shoulder and the southbound lane could be reopened. The committee discussed the application and the potential issues with closing Lincoln Avenue. The committee recommended approval of the Special Event Permit with a vote of 5-0.

IV) Other Business – None

V) Citizen Comment

- A. Phil Kammen spoke to the committee about video gaming. Kammen gave an overview of the perceived negatives and the potential tax revenue to the city being lost by not allowing video gaming in the city limits. The committee suggested to go through the process of getting the issue on a ballot to allow the citizens to vote on the issue.

MEETING ADJOURNED: 6:45 PM

NEXT MEETING: Monday, April 14, 2014 – 6:00 PM – Mayor’s Conference Room

Prepared by: Justin Randall, Senior City Planner



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council

From: Ted Shekell, Planning Director
Walter Denton, City Administrator

Date: April 7, 2014

Subject: Special Event Permit – Keller Farms, Inc. “Sweet Corn Stand” (MOTION)

List of committees that have reviewed: The Community Development Committee reviewed this application at its March 24, 2014 meeting and voted 5-0 to recommend it for approval.

Background:

- Applicant: Lindsey Keller for Keller Farms, Inc.
- Special Event Permit for a sweet corn stand from approximately June 20th to August 15th, 2014.
- Stand will be located at 1790 W. Highway 50 in front of the Metro-East Christian Fellowship Church as in previous years.
- Event will occur from 9:00 am to 6:00 pm daily.
- Customers will park on the designated parking area as shown on the attached site plan. No driveways will be blocked.
- Two “v-shaped” banners mounted on stakes will be placed near the front of the property as shown on the attached site plan. Dimensions are 3 ft x 8 ft.
- The applicant has not requested any special consideration from the City for this event.

Legal Considerations, if any: None

Budget Impact: None

Staff Review: This is consistent with previous requests approved by the Council for Keller Farms Sweet Corn Stand. The Police and Fire Departments had no issues with the request. Staff recommends approval of the Special Event Permit as proposed.



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council
From: Ted Shekell, Planning Director
Walter Denton, City Administrator
Date: April 7, 2014
Subject: Special Event Permit – Happy Day Tropical Sno #1 (MOTION)

List of committees that have reviewed: The Community Development Committee reviewed this application at its March 24, 2014 meeting and recommended approval with a vote of 5-0 with the conditions listed in the Staff Recommendation.

Background:

- Applicant: Dennis Cowden for Happy Day Tropical Sno
- Location: 6000 Old Collinsville Road (Metro Lock parking lot)
- Request permission to operate:
 - Tropical Sno Concession – April through October
 - Snow cone stand, freestanding ice chest, 3 picnic tables
 - Occupy approximately 5 parking spaces along the southwest corner of the parking lot adjacent to Old Collinsville Road and Ashland Avenue intersection.
 - Temporary fence will be installed around the perimeter of the snow cone stand and picnic tables to provide separation from vehicular traffic.
- Hours of Operation: 7 days a week from 10:00 AM to 10:00 PM, adjusted as necessary.
- Number of Employees: 6-10 part-time employees
- Parking will be provided on site in the paved parking lot.
- The applicant is not requesting any special considerations from the City.
- The applicant has provided a letter from the property owner granting permission for the Special Event.

Legal Considerations, if any: None

Budget Impact: None

Staff Review: The Police and Fire Departments reviewed the request and had no issues. Staff recommends approval of the Special Event Permit with the following conditions:

1. Hours of operation shall not extend past 10:00 PM.
2. Operation shall be situated on five parking spaces along the southwest corner of the parking lot adjacent to Old Collinsville Road and Ashland Avenue intersection and not on public ROW. A temporary picket fence shall be installed around the perimeter of the snow cone stand and picnic tables to provide separation from vehicular traffic.

3. The structure shall be anchored properly, and an electrical inspection shall be scheduled with the City for connection to nearby electrical source.
4. All temporary structures and facilities must be removed within 10 calendar days of the expiration of the special event permit.



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council
From: Ted Shekell, Planning Director
Walter Denton, City Administrator
Date: April 7, 2014
Subject: Special Event Permit – Happy Day Tropical Sno #2 (MOTION)

List of committees that have reviewed: The Community Development Committee reviewed this application at its March 24, 2014 meeting and recommended approval with a vote of 5-0 with the conditions listed in the Staff Recommendation.

Background:

- Applicant: Dennis Cowden for Happy Day Tropical Sno
- Location: 600 Southview Plaza Suite #1 (Ace Hardware parking lot)
- Request permission to operate:
 - Tropical Sno Concession – April through October
 - Snow cone stand, freestanding ice chest, 3 picnic tables
 - Occupy an area next to the approved garden tent for Ace Hardware, on the eastern side of the parking lot.
 - Temporary fence will be installed around the perimeter of the snow cone stand and picnic tables to provide separation from vehicular traffic.
- Hours of Operation: 7 days a week from 10:00 AM to 10:00 PM, adjusted as necessary.
- Number of Employees: 6-10 part-time employees
- Parking will be provided on site in the paved parking lot.
- The applicant is not requesting any special considerations from the City.
- The applicant has provided a letter from the property owner granting permission for the Special Event.
- The application is consistent with past Special Events applications, however this is the first time at this location.

Legal Considerations, if any: None

Budget Impact: None

Staff Review: The Police and Fire Departments reviewed the request and had no issues. Staff recommends approval of the Special Event Permit with the following conditions:

1. Hours of operation shall not extend past 10:00 PM.

2. Operation shall be situated on the area designated on the site plan provided and not on public ROW. A temporary picket fence shall be installed around the perimeter of the snow cone stand and picnic tables to provide separation from vehicular traffic.
3. The structure shall be anchored properly, and an electrical inspection shall be scheduled with the City for connection to nearby electrical source.
4. All temporary structures and facilities must be removed within 10 calendar days of the expiration of the special event permit.



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council
From: Ted Shekell, Planning Director
Walter Denton, City Administrator
Date: April 7, 2014
Subject: Special Event Permit – Soul to Sole 5K Run/Walk (MOTION)

List of committees that have reviewed: The Community Development Committee reviewed this application at its March 24, 2014 meeting and recommended approval with a vote of 5-0 with the conditions listed in the Staff Recommendation.

Background:

- Applicant: Jen Thoman for Team Fox to Benefit Michael J. Fox Foundation
- Special Event Permit for a 5K Run/Walk
- Sunday April 27, 2014
- 8:30 am to 12:00 pm
- Starts and finishes at the Bank of O'Fallon
- Route:
 - Bank of O'Fallon, south along South Lincoln to Pierce west to Green Mount Road.
- Request for intermittent closure of South Lincoln.
- Parking will be provided behind the Community Financial Building.
- Permission has been granted by O'Fallon Bank for use their property.
- Special signage will be provided to direct attendees for distances and running along the shoulder of Lincoln Avenue.
- Anticipated attendance: 300 to 500 racers plus spectators.
- Toilet facilities will be provided at the Community Financial Building.
- Event will be held rain or shine.
- Request for assistance from Public Safety.

Legal Considerations, if any: None

Budget Impact: Minor police cost to direct traffic at Highway 50 and Lincoln Avenue at the beginning of the race.

Staff Review: The Fire Department had no issues with the request. The Public Safety Department will provide assistance with on-duty personnel. Staff recommends approval of the Special Event Permit with the following conditions:

1. Applicant must coordinate with the Public Safety Department to have an officer present at the beginning of the race.
2. Volunteers must be present at all street crossings with special attention to the intersection of Lincoln Avenue and Pierce Road and at the turnaround at Green Mount Road.
3. Event coordinator must inform the racers to run along the shoulder of Lincoln Avenue.
4. No permanent markings may be made on the pavement. The use of chalk is acceptable.

**Public Works Committee
Minutes
6:30 P.M.; March 24, 2014**

DRAFT

Minutes of a meeting of the City of O'Fallon's Public Works Committee, held in the Council Chambers, City Hall, 255 S. Lincoln, O'Fallon, Illinois on March 24, 2014.

CALL TO ORDER: Time: 6:47 P.M.

ROLL CALL: MEMBERS: Meile, Cozad, Roach, Bennett; Drolet
NON-COMMITTEE ALDERMEN: Albrecht, Mouser, McCoskey, Holden, Hagarty; True
STAFF LIAISON: Bell, Sullivan, Nolan, Taylor, Evans, Funk, Denton
GUESTS: Georgia Hillyer, Vern Malare, Brian Keller, Jim Ettling

Minutes from February 24, 2014 were approved.

- Item 1:** **POI:** Shiloh/District 104's Safe Routes to Schools - Nothing to report as documentation on the use of existing sidewalks and bike/pedestrian way is still at IDOT-Springfield for approval. (Open)
- Item 2:** **POI:** Alleyway Snowplowing – Request by Occupant of 505 Fontainebleau – In response to the question on the length of alleyways in the City, there are approximately 4.8 miles of alleyways in the City. After some discussion, it was decided to make no change to existing snow & ice control policy. (Closed)
- Item 3:** **POI:** Water Meter, 124 Springfield Court - No progress has been made on the study required to determine the amount of revenue collected due to the minimal charges that the City currently imposes on water meters 1 ½" and larger. There may need to be a special program written to compute that. The project will be given to the new Assistant City Engineer. Additionally, staff will check with other cities to find out what they charge for larger meters. (Open)
- Item 4:** **POI:** Holiday Decoration Storage/Installation - Staff has found the initial studies made of in-house costs for decoration installation, removal and storage. However, additional information is needed to complete the study. Staff is researching to determine the cost of maintenance for the decorations while they are in place. The data should be available at the next meeting. (Open)
- Item 5:** **AI:** Lincoln Farm Lift Station Proposal – Staff presented a proposal from Sherbut-Carson-Claxton, LLC. The Lincoln Farm Lift Station clear well is at capacity and as such if there is a problem there which causes the pumps to fail, raw sewage will likely spill from the lift station before our employees arrive on the scene, due to the limited response time cushion. Approximately 20 minutes is all that is currently available for responding if the clear well is full. There needs to be more of a time cushion from alarm to spill over. An

POI: Point of Information

AI: Action Item

additional clear well is needed. Additionally, there is possible new subdivision development to the north with sewage flowing to this location. (Closed)

Motion: Committee recommends approval of the Sherbut-Carson-Claxton agreement for the Lincoln Farm Lift Station Improvements in the amount of \$25,000.00.

Item 6: POI: Historical Museum Masonry Restoration – Staff presented a proposal from Warnecke Building Restoration, Inc. There are areas of brickwork that are in dire need of tuck pointing. This is specialty work that most masonry firms choose not to do. Warnecke did a good job on the recent City Hall project. (Closed)

Motion: Committee recommends approval of the Warnecke Building Restoration proposal for the Historical Museum Masonry Restoration in the amount of \$13,345.00.

Item 9: AI: Misty Valley Lift Station Replacement – Staff pulled the agreement back after further additional review and has sent it back to the consultant to be reworked. Staff will bring the agreement to the next meeting for the Committee's review. (Open)

ADJOURNMENT: 7:22 P.M.

PREPARED BY: Heide Bell

Next regular meeting is scheduled for Monday, April 28, 2014 at 7:00 P.M., to be held in the Mayor's Conference Room or Council Chambers at City Hall dependent upon the number of visitors at the meeting.



CITY COUNCIL AGENDA ITEMS

To: Mayor Graham and City Council
From: Dennis Sullivan, Director of Public Works
Walter Denton, City Administrator
Date: April 7, 2014
Subject: MOTION – Historical Museum Masonry Restoration

List of committees that have reviewed: Public Works.

Background: The mortar in between the bricks of the building has deteriorated in places to the point that the exterior wall surfacing is in jeopardy of failure. Failed mortar needs to be cut out and the brick units re-tuck pointed. This is a normal repair process for all older buildings covered in brick.

Legal Considerations, if any: None beyond the normal procurement of services.

Budget Impact: Funding is available from the FY14 Facilities Budget.

Staff recommendation: Staff recommends acceptance of the proposal from Warnecke Building Restoration, Inc., for the masonry restoration of the Historical Museum at a cost of \$13,345.00.

**FINANCE AND ADMINISTRATION
MEETING MINUTES
Monday, March 24, 2014**

Minutes of a meeting of the Finance and Administration Committee of the City of O'Fallon, held in the Mayor's Conference Room, City Hall, 255 S. Lincoln, O'Fallon, Illinois on March 24, 2014. Call to order by M. Bennett: Time: 5:30 p.m. QUOREM PRESENT

Roll Call:

| Committee Members: | | Other Alderman Present: | | City Staff: | |
|-------------------------------|---|--------------------------------|---|--------------------|---|
| Chairman Bennett | X | Roach | X | S. Evans | X |
| Albrecht | X | Meile | X | Denton | X |
| Gerrish | | Holden | X | Funk | X |
| McCoskey | X | Hagarty | X | | |
| J.Drolet | X | Cozad | X | | |
| | | Mouser | X | | |
| Others Present: | | True | X | | |
| G. Hilyer-Progress, V. Malare | | | | | |

Approval Minutes: - February 24, 2014 Motion Albrecht, Second McCoskey **All Ayes. Motion carried.**

Items Requiring Council Action: None

Other Business:

Item A: Proposed FY 2015 Budget: Director of Finance distributed the FY 2015 Budget Binders and relayed that there were a few changes made from the original proposed budget that was presented at the committee meetings. In particular, the in-house counsel position was removed from administrative salaries and re-allocated back to the various legal line item budgets. The \$40M City Center was also removed from the budget with the caveat if it is decided to go forward with that project, staff would bring back to council for a budget amendment approval. There were no other specific questions, just a few comments and suggestions made by various Aldermen. Alderman McCoskey commented again on the number of vehicles being purchased in the FY 15 budget including the 10- passenger van for Fire. A suggestion was made to look into a fleet management software program. Alderman Bennett suggested that we allocate additional time next year at the Finance committee meeting to review the IT budget as well as additional time for Public Safety. Staff will make note of these suggestions. Director of Finance also acknowledged the efforts of one of her staff members, Robin Costello, who did a great job in helping with the budget. Director of Finance reminded the Aldermen that the 2nd reading for the passing of the FY 2015 budget will be Monday, April 7th.

Item B: FY 14 Budget to Actual: Budget to Actual as of 2/28/14 was included in the committee packet. Due to the lack of time remaining, there was no discussion.

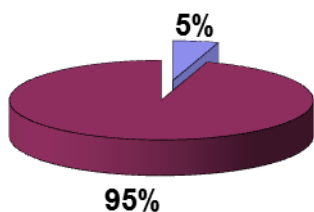
Motion to Adjourn by McCoskey, Second, Drolet All Ayes. Motion Carried.

Next Meeting: April 28, 2014 at 5:30pm

ADJOURNMENT: 5:59p.m. PREPARED BY: Sandy Evans

| Category | FY15 Budget | FY14 Budget | % Change |
|------------------------------|----------------|----------------|-------------|
| PARKS | | | |
| Personnel Costs | \$876 | \$784 | 12% |
| Other Personnel Costs | \$151 | \$120 | 26% |
| Utilities | \$37 | \$39 | (5)% |
| Travel/Training | \$16 | \$13 | 23% |
| Maintenance/Equip | \$79 | \$85 | (7)% |
| Operating Expenses | \$703 | \$779 | (10)% |
| Miscellaneous | \$2 | \$3 | (33)% |
| Capital Spending | \$152 | \$6 | 2425% |
| Transfer to Reserve | \$14 | \$0 | 100% |
| Loan Payments | \$39 | \$119 | (68)% |
| TOTAL | \$2,069 | \$1,948 | 6% |
| POOL | | | |
| Personnel Costs | \$80 | \$73 | 10% |
| Other Personnel Costs | \$6 | \$5 | 20% |
| Utilities | \$7 | \$7 | 0% |
| Travel/Training | \$1 | \$1 | 0% |
| Maintenance/Equip | \$14 | \$9 | 54% |
| Operating Expenses | \$36 | \$37 | (2)% |
| Miscellaneous | \$0 | \$0 | 0% |
| Transfer to Reserve | \$0 | \$0 | 0% |
| TOTAL | \$144 | \$132 | 10% |
| SPORTS COMPLEX | | | |
| Personnel Costs | \$284 | \$252 | 13% |
| Other Personnel Costs | \$55 | \$36 | 53% |
| Utilities | \$86 | \$96 | (11)% |
| Travel/Training | \$2 | \$2 | 0% |
| Maintenance/Equip | \$81 | \$72 | 12% |
| Operating Expenses | \$194 | \$185 | 5% |
| Miscellaneous | \$1 | \$1 | 0% |
| Capital Spending | \$196 | \$404 | (51)% |
| Transfers to Other Funds | \$340 | \$276 | 23% |
| Transfer to Reserve | \$3 | \$0 | 100% |
| Loan Payments | \$8 | \$8 | 0% |
| TOTAL | \$1,250 | \$1,332 | (6)% |
| TOTAL PARKS & REC | | | |
| Personnel Costs | \$1,240 | \$1,108 | 12% |
| Other Personnel Costs | \$212 | \$161 | 32% |
| Utilities | \$130 | \$142 | (8)% |
| Travel/Training | \$19 | \$16 | 19% |
| Maintenance/Equip | \$174 | \$166 | 5% |
| Operating Expenses | \$933 | \$1,001 | 7% |
| Miscellaneous | \$3 | \$4 | (25)% |
| Capital Spending | \$348 | \$410 | (15)% |
| Transfers to Other Funds | \$340 | \$276 | 23% |
| Transfer to Reserve | \$17 | \$0 | 100% |
| Loan Payments | \$47 | \$127 | (63)% |
| GRAND TOTAL | \$3,463 | \$3,411 | 2% |

Parks & Recreation as a Percentage of the Total Budget



- Park – Wages includes coverage for District 90 Music program
- Park – Capital spending includes a vehicle and basketball court
- Sports Complex – Capital spending is \$210K down from FY14 and includes a bobcat and other items

ADJOURN Motion: Hagarty

Second: Holden

Approved: All

PREPARED BY: MJ Hutchison

Next Meeting: April 14, 2014