



AGENDA
FINANCE AND ADMINISTRATION COMMITTEE
Monday, October 24, 2016
5:30 PM
Public Safety Building

I) Roll Call

Jerry Albrecht, Vice-Chair, Gene McCoskey, Herb Roach, Ned Drolet, Bob Kueker, Matt Smallheer

II) Approval of Minutes from Previous Meeting August 22, 2016

Note: All recently approved committee minutes posted on official City website:

<http://www.ofallon.org>

III) Items Requiring Council Action

- A. Raffle Ordinance Amendment

IV) Other Business:

- A. Special Census
- B. Upcoming Tax Levy

V) Informational Purposes Only- No Action/Discussion Required

- A. Treasurer's Report as of 9/30/16

VI) Adjournment

NEXT MEETING: November 28, 2016

General Citizen Comments: The City of O'Fallon welcomes comments from our citizens. The Illinois Open Meetings Act provides an opportunity for citizens to speak at all committee and Board meetings. However, 5 ILCS 120/1 mandates that NO action shall be taken on matters not listed on the agenda. Please submit your name to the chairman and limit your comments so that anyone present has the opportunity to speak.



CITY COUNCIL AGENDA ITEMS

To: Mayor and City Council
From: Walter Denton, City Administrator
Date: October 24, 2016
Subject: Raffle Ordinance

List of committees that have reviewed: Finance and Administration

Background: When video gaming was approved in the City of O'Fallon, it triggered a state requirement that all raffles occurring in establishments with video gaming must be approved by the City. This led to a significant increase of raffle license requests to be included on City Council agendas. The requests have been routine in nature and have caused hardships by some charitable groups that have had to wait for their raffle licenses to be approved by the City Council.

Since there have not been issues with any previous raffle license requests, it would be easier on the applicants and staff to approve them administratively and leave them off of the City Council meeting agenda. In addition, we noticed that the \$10 license fee has not been changed since 1999.

Legal Considerations, if any: Reviewed and drafted by City Attorney Dale Funk.

Budget Impact: None.

Staff recommendation: Amend the ordinance to allow administrative approval of raffle licenses and to increase the license fee to \$15.

ORDINANCE _____

AN ORDINANCE AMENDING
CHAPTER 113, Section 113.23
113.24 and 113.25, REGARDING THE
RAFFLE LICENSE

WHEREAS, Chapter 113, Sections 113.20 through 113.28 provide for the licensing of raffles within the limits of the City of O’Fallon; and

WHEREAS, Section 113.23(B) provides that an application for a raffle license shall be acted upon by the City; and

WHEREAS, the language of Section 113.23(B) does not specifically define who, within the City, has authority to approve the license and therefore is ambiguous; and

WHEREAS, Section 113.24 provides for a fee of \$10.00, and no longer covers administrative costs of filing; and

WHEREAS, Section 113.25 provides that the fidelity bond, required of the applicant, may be waived by the appropriate vote of the City Council; and

WHEREAS, currently the City Council is approving all applications for a raffle license even though City Ordinance does not specifically require Council approval; and

WHEREAS, in order to streamline the process of issuing raffle licenses and to clarify what departments or persons, within the City, has authority to issue a raffle license as well as to simplify the method by which a fidelity bond may be waived it is necessary to amend Section 113.23 and 113.25 of Chapter 113 of the City Code of Ordinance.

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

Section 1.

The foregoing recitals are incorporated herein as findings of the City Council.

Section 2.

Section 113.23, APPLICATION, Paragraph B is hereby repealed in entirety and replaced with the following:

(B). Any such application for a raffle license filed pursuant hereto shall be approved by ~~the City~~ the City Administrator or the Mayor within 30 days from the date on which it is filed, unless the City Administrator or the Mayor has objection thereto. If such objection is made the license shall not be issued until the objection is cured.

Section 3.

Section 113.24 FEE is hereby repealed in its entirety and replaced with the following: Each application for a raffle license filed pursuant to this subchapter shall be accompanied by a filing fee of ~~\$10.00~~ \$15.00 to be paid at the time of filing.

Section 4.

Section 113.25 BOND OF RAFFLES MANAGER is hereby repealed in its entirety and replaced with the following:

All operation of and the conduct of raffles within the City shall be under the supervision of a single raffles manager designated by the organization. The manager shall give a fidelity bond in the sum of \$1,000 in favor of the organization conditioned upon the honesty of such manager in the performance of his or her duties. The terms of the bond shall provide that notice shall be given in writing to the City by filing the same with the office of the City Clerk not less than 30 days prior to the cancellation of such bond. The ~~City Council~~ Mayor ~~may waive this bond requirement by the affirmative vote of two thirds (2/3) of the members of the City Council;~~ and, provided further that, a waiver provision as to such bond shall be contained in the license issued to the applicant organization pursuant to this subchapter; provided, however, and notwithstanding any contrary provisions contained in this section, a license containing such bond waiver provisions shall be granted only by the unanimous vote of the members of the licensed organization.

All other provisions of Chapter 113 not repealed herein shall remain in full force and effect.

This resolution 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 _____, 2016.

ATTEST: Approved by the Mayor this ____ day of _____, 2016. (seal)

Philip A. Goodwin, City Clerk

Gary L. Graham, Mayor

Gary L. Graham, Mayor

ROLL CALL:	McCoskey	Meile	Kueker	Albrecht	Gilreath	Hagarty	Drolet	SUB TOTALS
Aye								
Nay								
Absent								

[illegible]

SPECIAL CENSUS INFORMATION

1. Applications are now being accepted for staffing requirements
 - a. Applications can be picked up at City Hall
 - b. The job description fact sheet and job application can be viewed online by clicking on "Employment"; at www.census.gov/programs-surveys/specialcensus.html.
2. Testing for applicants will take place Tuesday, November 15
3. Recruiting approximately 65 applicants, Census Bureau will hire approx.. 10-15
4. Pay for enumerators \$13.84/hr. Required to work 25-40 hrs each week when residents are home, usually evenings and weekends.
5. Census will last approximately 3-4 weeks- starting in January, 2017

Treasurer's Report
Cash Reserve Balance of Major Funds

General Fund

Cash on Hand as of 9/30/2016	\$ 12,474,008.05
3 mos. operating reserve	\$ (4,450,568.75)
10% emergency reserve	\$ (1,247,400.81)
Obligated Transfers Budget 2017	\$ (1,886,780.00)
Obligated Transfers HSHS TIF Bonds(2016-2018)	\$ (839,942.00)
TIF amount fronted for HSHS utilities	\$ (1,500,000.00)
	<u>\$ 2,549,316.50</u>

Ambulance

Cash on Hand as of 9/30/2016	\$ 4,423,584.99
3 mos. operating reserve	\$ (636,411.25)
10% emergency reserve	\$ (442,358.50)
	<u>\$ 3,605,869.39</u>

Fire

Cash on Hand as of 9/30/2016	\$ 3,068,873.47
3 mos. operating reserve	\$ (488,305.00)
10% emergency reserve	\$ (306,887.35)
Obligated Transfers Budget 2017	\$ (384,390.00)
	<u>\$ 1,889,291.12</u>

Parks

Cash on Hand as of 9/30/2016	\$ 1,950,161.77
3 mos. operating reserve	\$ (910,413.75)
10% emergency reserve	\$ (195,016.18)
Obligated Transfers Budget 2017	\$ (89,990.00)
	<u>\$ 754,741.84</u>

Prop S

Cash on Hand as of 9/30/2016	\$ 3,291,720.73
3 mos. operating reserve	\$ (469,875.00)
10% emergency reserve	\$ (329,172.07)
Obligated Transfers Budget 2017	\$ (731,365.00)
	<u>\$ 1,761,308.66</u>

MFT

Cash on Hand as of 9/30/2016	\$ 4,145,830.86
3 mos. operating reserve	\$ (466,250.00)
10% emergency reserve	\$ (414,583.09)
Obligated Transfers Budget 2017	\$ (1,039,000.00)
	<u>\$ 2,225,997.77</u>

Water

Cash on Hand as of 9/30/2016	\$ 7,547,351.44
3 mos. operating reserve	\$ (2,565,875.00) *
10% emergency reserve	\$ (754,735.14)
Obligated Transfers Budget 2017	\$ (904,365.00)
	<u>\$ 3,322,376.30</u>

Sewer

Cash on Hand as of 9/30/2016	\$ 4,985,164.97
3 mos. operating reserve	\$ (1,585,125.00) *
10% emergency reserve	\$ (498,516.50)
Obligated Transfers Budget 2017	\$ (2,173,600.00)
	<u>\$ 727,923.47</u>

Library

Cash on Hand as of 9/30/2016	\$ 1,120,031.29
3 mos. operating reserve	\$ (320,850.00) *
10% emergency reserve	\$ (112,003.13)
Obligated Transfers Budget 2017	\$ (106,700.00)
	<u>\$ 580,478.16</u>

Hotel/Motel

Cash on Hand as of 9/30/2016	\$ 1,120,083.81
3 mos. operating reserve	\$ (230,402.50)
10% emergency reserve	\$ (112,008.38)
Obligated Transfers Budget 2017	\$ (106,560.00)
	<u>\$ 671,112.93</u>

Park Land Fund Subdivision

Cash on Hand as of 9/30/2016	\$ 327,930.40
10% emergency reserve	\$ (32,793.04)
	<u>\$ 295,137.36</u>

Annex Fees

Cash on Hand as of 9/30/2016	\$ 1,042,465.93
10% emergency reserve	\$ (104,246.59)
	<u>\$ 938,219.34</u>

Strategic Plan Fund***

Cash on Hand as of 9/30/2016	\$ 913,810.57
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***Includes proceeds from Ameren's settlement, sale of cell tower, Kyle Road property & \$200K Menards

Note: 3 mos operating reserve calculated by using FY 2017 budget

*(Some 3 mos reserve amounts adjusted to reflect "normal" expenses, not extraordinary- reduced by transfer from reserve amount)