



AGENDA
FINANCE AND ADMINISTRATION COMMITTEE
Monday, May 23, 2016
5:30 PM
Public Safety Building

I) Roll Call

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

II) Approval of Minutes from Previous Meeting April 25, 2016

Note: All recently approved committee minutes posted on official City website: <http://www.ofallon.org>

III) Items Requiring Council Action

- A. City Council and Committee Rules

IV) Other Business

V) Informational Purposes Only- No Action/Discussion Required

- A. Treasurer's Report as of 4/30/16

VI) Adjournment

NEXT MEETING: TBD

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.

Council Rules

1. City Council meetings are deliberative sessions by members of the governing body. Civility and decorum are expected at all times. Public comment is encouraged at all public meetings, but the primary purpose of the meetings are for the aldermen to discuss and determine public policy for the City of O'Fallon.
2. Speakers will be acknowledged by the Mayor and shall address the City Council in a respectful manner from the podium and not approach the City Council. Speakers will begin their statement by first stating their name and whether or not they are a resident of the City of O'Fallon. A speaker who represents an organization or other person, must identify the organization or person.
3. Statements are to be directed to the City Council as a whole and not to individual Council members or individual City staff.
4. A speaker shall speak no longer than three (3) minutes on any subject matter and shall only speak once on the same subject matter. A speaker may speak for longer than three (3) minutes if given permission by the Mayor.
5. After a speaker has made his/her statements, he/she shall be seated with no further comments.
6. Public comment is not intended to require the City Council members or City Staff to provide any answer to the speaker.
7. Discussions between speakers and members of the audience will not be allowed.
8. The Mayor reserves the right to stop or remove, from the Council chambers meeting room, any speaker or member of the audience who uses profanity, makes threats or is otherwise abusive or disruptive.
9. The public has the right to distribute written materials, including copies of comments which material shall be presented to the City Clerk.

10. The general public shall not be permitted to bring signs, banners or other display materials into the Council chambers.
11. Cellular telephones, electronic beepers and pagers that emit a paging or telephone sound, shall be allowed in the Council chambers, provided the device is turned off or on “silent” mode.
- 12 The Mayor reserves the right to override the above rules in the case of an emergency or other unforeseen circumstances.

Committee Rules

1. Council Committee meetings are deliberative sessions by members of the governing body. Civility and decorum are expected at all times. Public comment is encouraged at all public meetings, but the primary purpose of the meetings are for the Committee Members to discuss and determine public policy for the City of O'Fallon.
2. Speakers will be acknowledged by the Committee Chairman and shall address the Committee in a respectful manner from the podium and not approach the Committee. Speakers will begin their statement by first stating their name and whether or not they are a resident of the City of O'Fallon. A speaker who represents an organization or other person, must identify the organization or person.
3. Statements are to be directed to the Committee as a whole and not to individual Committee members or individual City staff.
4. A speaker shall speak no longer than five (5) minutes on any subject matter and shall only speak once on the same subject matter. A speaker may speak for longer than five (5) minutes if given permission by the Committee Chairman.
5. If the Committee Chairman or a Committee Member has a question of any person who has previously addressed the Committee, that person may answer and address the specific question even though he or she has previously addressed the Committee.
6. The Committee Chairman reserves the right to stop or remove, from the committee meeting room, any speaker or member of the audience who uses profanity, makes threats or is otherwise abusive or disruptive.
7. The public has the right to distribute written materials, including copies of comments which material shall be presented to the Committee Chairman.
8. The general public shall not be permitted to bring signs, banners or other display materials into the Committee meeting room.

9. Cellular telephones, electronic beepers and pagers that emit a paging or telephone sound, shall be allowed in the Committee meeting room, provided the device is turned off or on “silent” mode.
10. The Committee Chairman reserves the right to override the above rules in the case of an emergency or other unforeseen circumstances.

Treasurer's Report
Cash Reserve Balance of Major Funds

General Fund

Cash on Hand as of 4/30/2016	\$ 11,796,906.16
3 mos. operating reserve	\$ (3,940,916.25)
10% emergency reserve	\$ (1,179,690.62)
Obligated Transfers Budget 2016	\$ (1,893,400.00)
Obligated Transfers HSHS TIF Bonds(2016-2018)	<u>\$ (839,942.00)</u>
	\$ 3,942,957.29

Ambulance

Cash on Hand as of 4/30/2016	\$ 3,547,972.38
3 mos. operating reserve	\$ (624,338.75)
10% emergency reserve	<u>\$ (354,797.24)</u>
	\$ 3,605,869.39

Fire

Cash on Hand as of 4/30/2016	\$ 2,170,913.65
3 mos. operating reserve	\$ (480,190.00)
10% emergency reserve	\$ (217,091.37)
Obligated Transfers Budget 2016	<u>\$ (177,295.00)</u>
	\$ 1,296,337.29

Parks

Cash on Hand as of 4/30/2016	\$ 1,322,742.02
3 mos. operating reserve	\$ (955,886.25)
10% emergency reserve	\$ (132,274.20)
Obligated Transfers Budget 2016	<u>\$ (125,000.00)</u>
	\$ 109,581.57

Prop S

Cash on Hand as of 4/30/2016	\$ 3,067,628.76
3 mos. operating reserve	\$ (457,250.00)
10% emergency reserve	\$ (306,762.88)
Obligated Transfers Budget 2016	<u>\$ (991,360.00)</u>
	\$ 1,312,255.88

MFT

Cash on Hand as of 4/30/2016	\$ 3,842,295.58
3 mos. operating reserve	\$ (473,750.00)
10% emergency reserve	\$ (384,229.56)
Obligated Transfers Budget 2016	<u>\$ (1,094,000.00)</u>
	\$ 1,890,316.02

Water

Cash on Hand as of 4/30/2016	\$ 8,794,468.94
3 mos. operating reserve	\$ (2,486,265.00) *
10% emergency reserve	\$ (879,446.89)
Obligated Transfers Budget 2016	<u>\$ (1,220,065.00)</u>
	\$ 4,208,692.05

Sewer

Cash on Hand as of 4/30/2016	\$ 3,742,634.62
3 mos. operating reserve	\$ (1,425,037.50) *
10% emergency reserve	\$ (374,263.46)
Obligated Transfers Budget 2016	<u>\$ (1,678,150.00)</u>
	\$ 265,183.66

Library

Cash on Hand as of 4/30/2016	\$ 599,461.59
3 mos. operating reserve	\$ (285,767.50) *
10% emergency reserve	\$ (59,946.16)
Obligated Transfers Budget 2016	<u>\$ -</u>
	\$ 253,747.93

Hotel/Motel

Cash on Hand as of 4/30/2016	\$ 578,292.48
3 mos. operating reserve	\$ (234,057.50)
10% emergency reserve	\$ (57,829.25)
Obligated Transfers Budget 2016	<u>\$ (195,930.00)</u>
	\$ 90,475.73

Park Land Fund Subdivision

Cash on Hand as of 4/30/2016	\$ 305,011.32
3 mos. operating reserve	\$ -
10% emergency reserve	<u>\$ (30,501.13)</u>
	\$ 274,510.19

Annex Fees

Cash on Hand as of 4/30/2016	\$ 956,817.33
3 mos. operating reserve	\$ -
10% emergency reserve	<u>\$ (95,681.73)</u>
	\$ 861,135.60

Strategic Plan Fund***

Cash on Hand as of 4/30/2016	\$ 753,260.49
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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 2016 budget

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