

Mascoutah City Council

April 3, 2017

REGULAR MEETING AGENDA

City Council Meeting - 7:00 pm

1. PRAYER & PLEDGE OF ALLEGIANCE

2. CALL TO ORDER

3. ROLL CALL

4. AMEND AGENDA – consideration of items to be added/ deleted to /from the meeting agenda. *No action can be taken on added items, but may be discussed only. Exceptions – emergency items as authorized by law.*

5. MINUTES, March 20, 2017 City Council Meeting (Page to Page 9) MINUTES, March 20, 2017 Executive Session Meeting (confidential, see City Clerk)

6. PUBLIC COMMENTS (3 minutes) – opportunity for the public to comment.

7. REPORTS AND COMMUNICATIONS

- A. Mayor – Proclamation
- B. City Council
- C. City Manager
- D. City Attorney
- E. City Clerk

8. COUNCIL BUSINESS

A. Council Items for Action:

1. Budget 17/18 – Adoption of Ordinance (Page 10 to Page 20) Description: Council approval and adoption of the City's FY17/18 Budget.

Recommendation: Council Approval and Adoption of Ordinance.

2. Code Change – Electric, Water & Sewer Rates (Page 21 to Page 29) Description: Council approval of revisions to Chapter 11 – Electric System and Chapter 38 – Water and Sewer Rates of the City Code by adoption of ordinance.

Recommendation: Council Approval and Adoption of Ordinance.

3. Acceptance and Dedication of Subdivision Improvements – Crown Pointe Phase 1, 2 and 3 (Page 30 to Page 34) Description: Council acceptance and dedication of subdivision improvements for Crown Pointe Subdivision Phases 1, 2 and 3.

Recommendation: Council Approval and Adoption of Ordinance.

4. Cemetery Mowing Agreement (Page 35 to Page 35)

Description: Council approval and authorization of agreement for furnishing all labor, equipment and means for the mowing of the Mascoutah City Cemetery.

Recommendation: Council Approval.

5. Resolution – EMS Service Fee Rate Increase (Page 36 to Page 40)

Description: Council approval of a resolution to increase the EMS Service Fees rates.

Recommendation: Council Approval and Adoption of Resolution.

6. Policy Resolution – Social Media (Page 41 to Page 44)

Description: Council approval of a Resolution adopting a social media policy for the City of Mascoutah.

Recommendation: Council Approval of Resolution.

7. City Manager Employment Contract Approval (Page 45 to Page 47)

Description: Council approval of City Manager employment contract.

Recommendation: Council Approval.

B. Council Miscellaneous Items

C. City Manager

9. PUBLIC COMMENTS (3 MINUTES)

10. ADJOURNMENT TO EXECUTIVE SESSION – NONE

11. MISCELLANEOUS OR FINAL ACTIONS

12. ADJOURNMENT

POSTED 3/31/17 at 5:00 PM

**CITY OF MASCOUTAH
CITY COUNCIL MINUTES
#3 WEST MAIN STREET
MASCOUTAH, IL 62258-2030**

MARCH 20, 2017

The minutes of the regular meeting of the City Council of the City of Mascoutah.

PUBLIC HEARING – FY17/18 BUDGET

Mayor Gerald Daugherty called the public hearing to order at 6:30 p.m.

Present:

Mayor Gerald Daugherty and Council members Ben Grodeon, Paul Schorr, John Weyant and Pat McMahan

Absent:

None.

Other Staff Present:

City Manager Cody Hawkins, City Clerk Kari Haas, Assistant City Manager Mike Bolt, Finance Coordinator Lynn Weidenbenner, and City Engineer Tom Quirk.

Mayor Gerald Daugherty stated that this public hearing is to consider and review the proposed Fiscal Year 2017/2018 budget for the City of Mascoutah.

City Manager and Finance Coordinator provided an overview of the proposed budget.

Council Discussion:

Councilman Schorr asked about the sweeper for the Street Department. City Manager stated that the old one will be traded in when purchasing the new one.

Councilman Schorr asked about the painting of the water tower. City Manager stated that the City has a shared ownership of the MidAmerica water tower and that the upcoming project will be for exterior painting of that water tower.

Councilman Grodeon asked about the home building calculations since this fiscal year it appears that we will be under the amount budgeted and if that decrease will have a significant impact to the budget. Finance Coordinator stated that the impact is minimal to the budget since the surcharges are split between different funds. City Manager stated that the projection of 35 homes is conservative especially with Brickyard Subdivision being started.

Councilman Grodeon asked about the employee addition. City Manager explained that it is for the Public Works Coordinator position and explained the duties that will be given to that position such as direct supervision of the Public Works Department, project oversight, and assistance to the City Engineer. Mayor asked if this person is going to assume the permitting

processes. City Manager stated that it hasn't been decided yet exactly how that is going to work but it could be a possibility. Mayor commented on the use of Danny Schrempp part time and automation of the building permit issuance process. City Manager stated that the automation of the building permit process can be a goal for the upcoming fiscal year.

Public Comments:

Rich Fuess – Commented on the shortfall this year in revenues minus all expenses. Commented on the amount of debt and how much it has increased since 2014. City Manager explained that this coming year's budget shortfall is being funded by reserves and was planned for in the projects. City Manager and Mayor explained how the debt is funded by resources and revenues projected over a long period of time and how the projects would not be done, or the debt incurred, if the revenues will not be there to support it. Councilman Grodeon commented on the difference between secured and unsecured debt and how the majority of the City's debt is secured by the City's enterprise funds in the form of utility rates and the remainder is secured by the revenue streams from the other funds.

James Saffel – Commented on how this information should be done in a roundtable meeting instead of meetings like this to inform the citizens of when the budget is being considered.

There being no further questions or comments from the Council, Mayor Gerald Daugherty closed the public hearing at 6:55 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE

City prayer was delivered by City Clerk Kari Haas. The Council remained standing and recited the Pledge of Allegiance.

CALL TO ORDER

Mayor Gerald Daugherty called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Mayor Gerald Daugherty and Council members Ben Grodeon, Paul Schorr, John Weyant, and Pat McMahan.

Absent: None.

Other Staff Present: City Manager Cody Hawkins, City Clerk Kari Haas, City Attorney Al Paulson, Assistant City Manager Mike Bolt, Finance Coordinator Lynn Weidenbenner, City Engineer Tom Quirk, Assistant Fire Chief Rob Stookey, and Police Chief Scott Waldrup.

Establishment of a Quorum: A quorum of City Council members was present.

AMEND AGENDA

None.

MINUTES

The minutes of the March 6, 2017 regular City Council meeting were presented and approved as presented.

Motion passed. Passed by unanimous yes voice vote.

PUBLIC COMMENTS

Darren Goodlin – Commented on the walking trail being placed on the north side of Scheve Park; wants to know how far from the property line it is going to be and what is going to be planted along the walking trail. City Manager stated that we are working on updating the Park Master Plan. City Manager stated that the walking trail plan started with replacing the lime trails in the park with asphalt and the Council decided to go ahead and plan to include the undeveloped park land and place a trail around that section to connect the whole park ground. City Manager stated that the landscape will include some type of trees but that will be decided later. City Manager stated that the trail should be around 30-40' from the property lines. Darren Goodlin voiced concerns over foot traffic going through yards. Resident voiced concerns over lighting of the trail with it being so dark. City Manager stated that the plan at this time is not to place lighting along the walking trail but there could be lights placed on the north side of the park as it develops in the future.

Rich Fuess – Voiced concerns over additional traffic on 10th Street and Larkspur with the development of the park and also during events like July 4th.

DEPARTMENT REPORTS

Assistant Fire Chief Rob Stookey – February 2017 report was provided.

Police Chief Scott Waldrup – February 2017 report was provided. Councilman Grodeon asked about an influx in reports last year from fraud during tax time and it seems to be less this year. Police Chief stated that he is not sure why that decreased for this year but it is a good thing.

Finance Coordinator Lynn Weidenbenner – Monthly financials provided.

City Engineer/Director of Public Works Tom Quirk – Status report on public projects and monthly building permits report provided. Councilman Schorr commented on the water tower painting and stated that with the pumps there hasn't been any water pressure fluctuations. City Engineer stated that so far there haven't been any issues and the pumps are keeping up. Mayor asked if there was a timeline on the items needing completed on South 10th Street. City Engineer stated that he doesn't have a timeline but they should be able to start soon with the asphalt paving of the parking lot. Councilman Weyant asked when the Route 4 / Jefferson Road intersection was going to be starting because it might affect future Chamber events. City Manager stated that they will keep Chamber informed in case there are any conflicts. Councilman Weyant asked about exactly where the ring-bus is going to be located on Route 4. City Manager explained where the location is going to be along Route 4 which is on the southeast corner of the farm field. Councilman Weyant asked about the berm trails and receiving the approval from the MSWPD. City Manager stated that we have

received approval from MSWPD for the project but have not completed the easement documents as of yet.

REPORTS AND COMMUNICATIONS

Mayor

Presented proclamation to the local Girl Scouts proclaiming the week of March 12-18, 2017 as Girl Scout Week.

Presented proclamation to Leu Civic Center Director Patty Peek proclaiming the month of April 2017 as Child Abuse Prevention Month.

Attended the following meetings and functions: Chamber meeting, NIMS training in O'Fallon, Chamber and City Awards Dinner honoring award winners from SAFB, meeting in Springfield with IDNR director regarding the yard waste disposal site, SLM Water Commission meeting, St. Patrick's Day celebrations.

City Council

Grodeon – Nothing to report.

Schorr – Attended the following meetings and functions: Parks and Recreation Commission meeting, Espenschied Chapel concert fundraiser, Chamber and City Awards Dinner honoring award winners from SAFB.

Weyant – Attended the following meetings and functions: Chamber and City Awards Dinner honoring award winners from SAFB, MIA meeting.

McMahan – Attended the following meetings and functions: Chamber meeting, Chamber and City Awards Dinner honoring award winners from SAFB, MIA meeting.

City Manager – Nothing to report.

City Attorney – Nothing to report.

City Clerk – Nothing to report.

COUNCIL BUSINESS

CONSENT CALENDAR (OMNIBUS)

The February 2017 Fund Balance Report and Claims & Salaries Report were provided under the omnibus consideration.

Mayor asked about the engineering payment to EFK Moen. City Manager stated that they are paid when expenses are incurred and this invoice would have been for design work and lighting plans relating to the Route 4 / Route 177 intersection improvements.

Councilman Schorr asked about the expense for the Leu Civic Center windows. City Manager stated that it was a planned project where the wood paneling around the windows was re-covered with metal siding.

McMahan moved, seconded by Schorr, to accept all items under Omnibus consideration.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

BUDGET 17/18 – ADOPTION OF ORDINANCE

City Manager report for Council consideration of approval and adoption of the City's FY17/18 Budget.

Councilman Grodeon asked about the difference between the cemetery mowing and the ball-field maintenance and why one is being contracted out and one is being done by part-time employees. City Manager stated that with the cemetery it is hard to find good part-time employees who would take extra care with not damaging cemetery plots or the headstones. City Manager stated that the ball-field maintenance is new this year and used to be handled by the Khoury League so we are hiring part-time employees to prepare the fields for the upcoming year.

First reading. No action required.

CODE CHANGE – ELECTRIC, WATER & SEWER RATES

City Manager report for Council consideration of approval of revisions to Chapter 11 – Electric System and Chapter 38 – Water and Sewer Rates of the City Code by adoption of ordinance.

First reading. No action required.

ACCEPTANCE AND DEDICATION OF SUBDIVISION IMPROVEMENTS – CROWN POINTE PHASE 1, 2 AND 3

City Manager report for Council consideration of acceptance and dedication of subdivision improvements for Crown Pointe Subdivision Phase 1, 2 and 3.

Mayor asked if there are other subdivisions we need to accept. City Manager stated that currently there are no other subdivisions that have all public improvements completed to be approved as of yet.

Councilman Grodeon asked if Paul Murphy is still current on the SSA deficit payments. City Manager stated that yes he is.

Councilman Grodeon asked if all lots were built out and if all sidewalks were in place since normally sidewalks are not put in until the lot has been built out. City Manager stated that not all lots are built out but the City does have controls in place where an occupancy permit would not be issued if all improvements were not complete which would include items such as the sidewalk completion.

First reading. No action required.

BID AWARD – MANHOLE AND PIPE REHABILITATION

City Manager report for Council consideration of approval and authorization of bids for furnishing all labor, materials and equipment for Manhole and Pipe Rehabilitation identified during I & I Studies performed by RJN Group.

Councilman Schorr asked why only 45 days was provided for project completion. City Manager explained that the main reasoning for the 45 days was to get the project completed within this fiscal year. City Engineer stated that we have awarded contracts in the past for the same type of work under the same time restraints and had no issues.

Councilman Grodeon asked why this was bid so late if we knew it was budgeted. City Manager stated that with all the projects ongoing at the time and staff retirements, we got behind on the project work.

Councilman Schorr asked about the area to be done and if it was one of the worst areas. City Manager stated that this area was identified during the I & I studies and are making the repairs based on the conditions.

McMahan moved, seconded by Weyant, to approve the low bid of \$127,633.00 to SAK Construction, LLC of O'Fallon, MO for furnishing all labor, materials and equipment for the Manhole and Pipe Rehabilitation Project and authorize appropriate officials to execute the necessary documents.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

BID AWARD – SCHEVE PARK WALKING TRAIL PAVING

City Manager report for Council consideration of approval and authorization of bids for furnishing all labor, materials and equipment for the Scheve Park Walking Trail Paving Project.

Councilman Schorr commented on the price being good compared to the estimate. City Manager stated that he believes part of the reason the prices came in good was because they tested a section of the trail and will be able to use the lime base for the majority of the trail sections.

McMahan moved, seconded by Schorr, to approve the low bid of \$71,675.00 to Byrne & Jones Construction of St. Louis, MO for furnishing all labor, materials and equipment for the Scheve Park Walking Trail Paving Project and authorize appropriate officials to execute the necessary documents.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

BID AWARD – LEGACY PLACE WATERMAIN EXTENSION

City Manager report for Council consideration of approval and authorization of bids for furnishing all labor, materials and equipment for the Legacy Place Watermain Extension Project.

Councilman Grodeon asked if this was upsizing the current. City Manager stated that yes this is upsizing from a 6" main to a 10" main. Councilman Grodeon asked if this can be used as leverage for future developments that can take advantage of this line and count towards future incentives to help the City recoup the costs of the upsize. City Manager stated that this can definitely be used as a future incentive for future developments that will use this main. City Manager stated that Legacy Place will be paying for their portion of the main extension minus the upsizing charge.

Councilman Schorr asked who would be doing the project oversight. City Engineer stated that TWM and himself will be doing the project oversight.

Grodeon moved, seconded by Schorr, to approve the low bid of \$56,961.40 to KRB Excavation, Inc. of Trenton, IL for furnishing all labor, materials and equipment for the Legacy Place Watermain Extension Project and authorize appropriate officials to execute the necessary documents.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

BID AWARD – TRACTOR PURCHASE

City Manager report for Council consideration of approval and authorization of bids for the purchase of a tractor and loader with accessories for the Parks and Recreation Department.

Councilman Weyant stated that he will abstain from this vote since one bid was submitted by his employer Shiloh Valley Equipment.

Councilman McMahan asked what the difference was between the two tractors submitted by Mascoutah Equipment. City Manager stated that part of it is the brand name.

Councilman Grodeon asked about the bid from Hartmann Farm Supply. City Manager stated that their bid did not meet the specifications, especially the horse power specifications.

McMahan moved, seconded by Grodeon, to approve the purchase in the amount of \$30,889.00 to Mascoutah Equipment Company of Mascoutah, IL for furnishing a tractor and loader with accessories and authorize appropriate officials to execute the necessary documents.

Motion passed. AYE's – Grodeon, Schorr, McMahan, Daugherty. NAY's – none. ABSTAIN – Weyant.

COUNCIL – MISCELLANEOUS ITEMS

Councilman Schorr asked about the cemetery mowing bids and when that was going to be approved. City Manager stated that this year we included the MSWPD in the bid for their ditch mowing and are waiting until they have their meeting which is on the 21st to approve their portion of the bid and then the City will approve their portion which should be at the next meeting.

CITY MANAGER – MISCELLANEOUS ITEMS

City Manager provided information to the Council regarding a request from Paul Murphy to restructure the SSA loan through Farmers and Merchants Bank; City is part of that loan since taxes are collected through an SSA. City Manager stated that with the restructuring one of the guarantees will be removed from the loan. City Manager stated that once all documents are finalized it will be brought before Council for their approval.

City Manager provided information to Council regarding the yard waste drop off site and the maintenance in the future that will need to be done. City Manager asked Council what direction they would want to take for the future of the site such as fencing, electronic card access, culvert installation, security cameras, and road restructuring/repaving. Council discussed the options including charges for access cards, allowing commercial contractors to use the site and charging more for that if permitted, larger penalties for illegal dumping or unauthorized use, and technology options such as the I-pass system used for tolls. City Manager stated that he will work on the different options and get pricing information.

PUBLIC COMMENTS

Darren Goodlin – Stated that he owns property at the corner of Main and Jefferson and this is the first he has heard of the construction so wanted to know who he needed to talk to about that. City Manager stated that he could come up and talk to either himself or the City Engineer about the project.

LeeAnn Goodlin – Asked questions about the tractor purchase. City Manager explained the need for the equipment.

ADJOURNMENT TO EXECUTIVE SESSION

Schorr moved, seconded by Grodeon, to adjourn to Executive Session to discuss Personnel – Section 2(c)(1) – City Manager Annual Evaluation at 8:12 p.m.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

RETURN TO REGULAR SESSION

Schorr moved, seconded by McMahan, to return to Regular Session at 9:18 p.m.

Motion passed. Motion passed by unanimous yes voice vote.

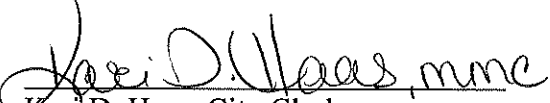
MISCELLANEOUS OR FINAL ACTIONS

None.

ADJOURNMENT

McMahan moved, seconded by Schorr, to **adjourn at 9:19 p.m.**

Motion passed. Motion passed by unanimous yes voice vote.


Kari D. Haas, City Clerk

CITY OF MASCOUTAH

Staff Report

TO: Honorable Mayor & Council

FROM: Cody Hawkins – City Manager

SUBJECT: **Budget 17/18 – Adoption of Ordinance
(second reading)**

MEETING DATE: April 3, 2017

REQUESTED ACTION:

Council approval and adoption of the City's FY17/18 Budget.

BACKGROUND & STAFF COMMENTS:

The City has completed several months of work establishing its FY17/18 Budget. After many work sessions by staff and Finance Committee, we believe that the current draft budget meets the requirements for this years annual Budget. This Budget assures adequate revenues/ fund sources, provides for appropriate expenditures, and provides a fiscal strategy to accommodate the needs of the community this year.

As per legal requirements, the hearing was duly noticed and the Budget Draft was provided for public review (in the downstairs lobby).

FUNDING:

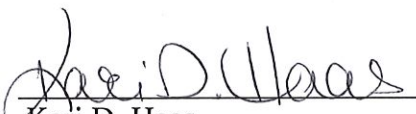
There is no cost involved in the Budget approval process.

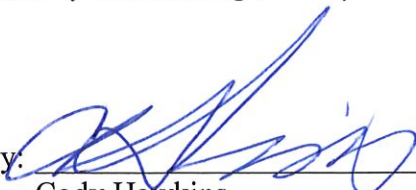
RECOMMENDATION:

The City Manager recommends that the Council approve and adopt an Ordinance thereby establishing the City's FY 17/18 Budget.

SUGGESTED MOTION:

I move that the Council approve and adopt Ordinance 17-____, thereby establishing the City's FY 17/18 Budget.

Prepared By: 
Kari D. Haas
City Clerk

Approved By: 
Cody Hawkins
City Manager

Attachments: A – Memo and Spreadsheets from Finance Coordinator
B – Ordinance

CITY OF MASCOUTAH
Staff Report – FY1718 BUDGET

TO: Honorable Mayor and City Council

FROM: City Manager, Cody Hawkins
Finance Coordinator, Lynn Weidenbenner

SUBJECT: FY1718 Budget

MEETING DATE: MARCH 20, 2017

Delivered today is FY18 budget numbers for both revenues and expenses. Each department's budget numbers and requests have been reviewed, discussed and proposed. The Finance Committee has met, discussed, and concluded recommendations to the Council related to the FY18 budget.

The changes made to date are listed below.

FY18 BUDGET:

- Total Budget proposed Revenues exceed Expenses \$3,948,963 without projects income or expenses.
- Total Budget proposed Expenses exceed Revenues \$906,037 with projects income and expenses.
- Budget Proposed By Fund – all funds for FY18 net positive when calculating revenues minus expenses without project expenses other than IMRF, TIF3, and SSA. IMRF has the cash available and is fully funded. TIF3 will repay general fund as the TIF progresses. SSA will bill for any short fall and break even. The General Fund, Water/Sewer, Parks & Recreation Fund, and TIF2b are negative when including the project expenses this fiscal year but the cash is available or the funding is set up.
- The increased revenues for FY18 from FY17 budget equals \$4,456,514.00 with this primarily related to the loan proceeds to be drawn down from the loan for the Electric Phase II project. Adjustments were made to any account that did not receive the projected dollars this year using the actual dollars received for calculations to minimize over-stating. The increased revenues related to enterprise funds include all new customers plus a 0% increase which does not follow the ordinance but is the Finance Committee's recommendation.

Budget changes since the Budget Workshop:


- Overall, the FAR has increased \$50,000 for painting the water tower north of town, CIP has increased \$65,000 for the brickyard generator, and TIF3 projects now includes \$55,000 for the City's share of development agreement.

Attachment A

BUDGET ASSUMPTIONS:

- All departments have limited budgets based on prior year expenditures in each category
- All departments have limited training, travel, memberships, and conferences
- The equipment included in the budget follows the CIP/FAR Plan
- The salary assumption is based on a 2.5% increase as in the contracts
- There is a Public Works employee included in the budget as a new hire and all allocations are split between water/sewer/electric as in the code
- Includes incentive to disburse as per CM using evaluation process as in past years
- Includes TIF2b expense plan for infrastructure improvements
- A separate sheet/tab shows all projects for FY18, all cip/far, and debt
- Referenced tax levy ordinance filed for property tax dollars
- Assuming 35 new homes in calculations where applicable
- 0% rate increase is recommended by Finance Committee
- Pension funds are fully funded as per State of IL recommendations
- Allocated funds towards derelict properties
- Includes funding for Electric Phase II
- Includes continuation of waterline project, manhole linings, and other TIF2b work for Route 4 and 177 intersection
- Includes 2 vehicles for police department initial payments
- Includes a sweeper in the street department
- Includes brickyard generator
- Includes mowing contract for cemetery
- Includes north storage tank painting
- Covers all City portions of grants applied for various projects

Prepared By:


Lynn Weidenbenner
Finance Coordinator

Approved By:

Cody Hawkins
City Manager

CITY OF MASCOUTAH
SNAP SHOT REVENUES/EXPENSES TOTAL NET

REVENUES

OPERATING REVENUES	Proposed Budget17	Jan-17 YTD Actual 17	Summary of all depts 12/12's	Proposed Budget18	% change FY17 to 18
FUND 100 - GEN FUND	3,376,434	2,796,028	3,451,875	3,443,640	
FUND 110 - R CEM TRUST	5,000	6,150	8,200	6,000	
FUND 200 - LIGHT FUND	8,357,198	6,226,317	7,789,609	8,578,144	
FUND 250 - W&S FUND	3,537,454	2,479,201	3,303,501	3,620,155	
FUND 300 - AMB FUND	777,432	751,892	875,630	974,430	
FUND 330 - P&R (park/city/leu/pool)	535,380	361,465	376,121	547,440	
FUND 360 - FIRE DEPT FUND	157,600	157,536	159,628	158,225	
FUND 400 - IMRF FUND	460,665	400,036	479,713	491,560	
FUND 450 - POLICE PENSION FUND	387,565	445,552	523,051	390,190	
TOTAL OPERATING REV NO LIBR	17,594,728	13,624,175	16,967,328	18,209,785	3.50%
TOTAL LIBRARY REVENUES	393,413	393,413	393,413	376,417	
TOTAL OPERATING REV WITH LIBRARY	17,988,141	14,017,588	17,360,741	18,586,202	3.32%

NON-OPERATING REVENUES

FUND 115/100 - LOAN PROCEEDS/CMAQ	0	64,074	64,074	306,750	
FUND 210 - ELEC PHASE II LOAN	2,920,000	0	512,147	5,500,000	
FUND 500 - MFT FUND	195,810	155,186	206,914	194,690	
FUND 540 - TIF1 FUND	172,055	180,722	180,726	184,335	
FUND 560 - TIF2B FUND	796,110	855,605	856,587	1,316,390	
FUND 560 - TIF2B CDBG PORTION	0	0	0	450,000	
FUND 570 - TIF3 FUND	0	0	0	0	
FUND 595 - BUSINESS DISTRICT	59,000	37,569	50,092	59,000	
FUND 590 - SPECIAL SVC AREA (SSA)	20,000	33,329	33,329	26,125	
FUND 600 - R DEBT SVC FUND	197,170	196,006	196,253	181,308	
TOTAL NON OPERATING REVENUES	4,360,145	1,522,491	2,100,122	8,218,598	
TOTAL ALL REVENUES NO LIBRARY	21,954,873	15,146,666	19,067,450	26,428,383	
TOTAL ALL REVENUES WITH LIBRARY	22,348,286	15,540,079	19,460,863	26,804,800	19.94%

EXPENSES

OPERATING EXPENSES

TOTAL PERSONNEL EXPENSES	6,194,105	4,650,140	6,026,797	6,387,650	
TOTAL NON-PERSONNEL EXPENSES	2,991,730	2,086,918	2,837,684	3,010,375	
TOTAL WHOLESALE/RETAIL/OTHER EXP	5,155,920	3,628,221	5,053,775	5,269,185	
TOTAL OPERATING EXPENSES NO LIBRARY	14,341,755	10,365,279	13,918,257	14,667,210	
TOTAL LIBRARY EXPENSES	393,413	393,413	393,413	376,417	
TOTAL OPERATING EXPENSES WITH LIBRARY	14,735,168	10,758,692	14,311,670	15,043,627	2.09%

NON-OPERATING EXPENSES

TOTAL CIP EXPENSES	337,530	158,750	326,177	363,800	
TOTAL FAR EXPENSES	361,400	201,181	404,381	331,200	
TOTAL PROJECT EXPENSES	6,055,000	1,898,351	3,069,357	10,355,000	
TOTAL DEBT EXPENSES	1,572,965	1,114,643	1,612,198	1,617,210	
TOTAL NON-OPERATING EXPENSES	8,326,895	3,372,926	5,412,113	12,667,210	
GRAND TOTAL ALL EXPENSES NO LIBRARY	22,668,650	13,738,205	19,330,370	27,334,420	20.58%
GRAND TOTAL ALL EXPENSES WITH LIBRARY	23,062,063	14,131,618	19,723,783	27,710,837	20.16%
NET OPERATING REV MINUS EXP	3,252,973	3,258,895	3,049,071	3,542,574	8.90%
NET NON-OPERATING REV MINUS EXP	(3,966,750)	(1,850,435)	(3,311,991)	(4,448,612)	12.15%
NET REV MINUS EXP EXCLUDING PROJECTS	2,421,223	3,242,737	2,742,363	3,948,963	63.10%
NET ALL REVENUES MINUS ALL EXPENSES	(713,778)	1,408,461	(262,920)	(906,037)	

CITY OF MASCOUTAH
EXPENSES BY DEPARTMENT BY CATEGORY SUPER SUMMARY
EXPENSE SUMMARY BY CATEGORY SUPER SUMMARY

OPERATING EXPENSES		Jan-17	Summary of		
	Budget 17	YTD Actual 17	all depts 12/12's	Proposed Budget18	% change FY17 to 18
PERSONNEL EXPENSES					
TOTAL WAGES/SALARIES	3,832,750	2,900,419	3,747,242	3,942,550	
TOTAL EMPLOYEE BENEFITS	2,361,355	1,749,721	2,279,556	2,445,100	
TOTAL PERSONNEL EXPENSES	6,194,105	4,650,140	6,026,797	6,387,650	3.12%
NON-PERSONNEL EXPENSES					
TOTAL GENERAL EXPENSES	579,800	495,553	576,777	603,660	
TOTAL MONITORING & PERMITS EXPENSES	72,750	45,393	60,107	78,750	
TOTAL UTILITIES EXPENSES	509,600	350,938	471,162	504,615	
TOTAL MAINT & REPAIR EXPENSES	875,855	536,912	847,932	912,400	
TOTAL SUPPLIES & EQUIP EXPENSES	332,000	206,646	298,784	354,950	
TOTAL PROFESSIONAL SERVICES	621,725	451,477	582,922	556,000	
TOTAL NON-PERSONNEL EXPENSES	2,991,730	2,086,918	2,837,684	3,010,375	0.62%
WHOLESALE/RETAIL					
TOTAL WHOLESALE/RETAIL	5,105,010	3,752,149	5,002,865	5,269,185	3.22%
OTHER EXPENSES					
TOTAL OTHER EXPENSES	50,910	(123,928)	50,910	0	
TOTAL OPERATING EXPENSES NO LIBRARY	14,341,755	10,365,279	13,918,257	14,667,210	2.27%
<i>total oper expenses minus wholesale/retail</i>	<i>9,236,745</i>		<i>8,966,302</i>	<i>9,398,025</i>	<i>1.75%</i>
TOTAL LIBRARY EXPENSES	393,413	393,413	393,413	376,417	-4.32%
TOTAL OPERATING EXP WITH LIBRARY	14,735,168	10,758,692	14,311,670	15,043,627	2.09%
NON-OPERATING EXPENSES					
CAPITAL IMPROVEMENTS					
TOTAL CIP EXPENSES	337,530	158,750	326,177	363,800	7.78%
FIXED ASSET REPLACEMENT					
TOTAL FAR EXPENSES	361,400	201,181	404,381	331,200	-8.36%
PROJECTS					
TOTAL PROJECT EXPENSES	6,055,000	1,898,351	3,069,357	10,355,000	71.02%
DEBT					
TOTAL DEBT EXPENSES	1,572,965	1,114,643	1,612,198	1,617,210	2.81%
TOTAL NON-OPERATING EXPENSES	8,326,895	3,372,926	5,412,113	12,667,210	52.12%
TOTAL ALL EXPENSES NO LIBRARY	22,668,650	13,738,205	19,330,370	27,334,420	20.58%
TOTAL ALL EXPENSES WITH LIBRARY	23,062,063	14,131,618	19,723,783	27,710,837	20.16%

FY18 BUDGET REVENUES - BUDGET EXPENSES BY FUND

	GENERAL FUND 100	RESTRICTED CEM TRUST 110	LIGHT FUND 200	RESTRICTED ELEC PHASE II 210	WTR/SWR COMBINED 250	AMB FUND 300	PARKS & RECR 330	FIRE DEPT 360	IMRF FUND 400	POLICE PENSION 450	MFT FUND 500	TIF1 FUND 540	TIF2B FUND 560	TIF3 FUND 570	BUS DISTR FUND 595	SSA SP SVCS 590	DEBT SVC 600	TOTALS
REVENUES MINUS PROJECTS	3,443,640	6,000	8,578,144	0	3,620,155	974,430	547,440	158,225	491,560	390,190	194,690	184,335	1,316,390	0	59,000	26,125	181,308	20,171,633
EXPENSES MINUS PROJECTS	3,316,675	0	7,846,910	0	3,357,965	725,840	360,240	88,495	542,275	5,000	121,000	36,000	342,250	20,000	0	36,000	180,770	16,979,420
TOTAL REV-EXP NO PROJECTS	126,965	6,000	731,234	0	262,190	248,590	187,200	69,730	(50,715)	385,190	73,690	148,335	974,140	(20,000)	59,000	(9,875)	538	3,192,213
PROJECT REVENUES	306,750	0	0	5,500,000	0	0	0	0	0	0	0	0	450,000	0	0	0	0	6,256,750
PROJECT EXPENSES	1,810,000	0	30,000	5,500,000	825,000	0	230,000	0	0	0	30,000	0	1,875,000	55,000	0	0	0	10,355,000
TOTAL REV-EXP WITH PROJECTS	(1,376,285)	6,000	701,234	0	(562,810)	248,590	(42,800)	69,730	(50,715)	385,190	43,690	148,335	(450,860)	(75,000)	59,000	(9,875)	538	(906,037)

	GENERAL FUND 100	RESTRICTED CEM TRUST 110	LIGHT FUND 200	RESTRICTED ELEC PHASE II 210	WTR/SWR COMBINED 250	AMB FUND 300	PARKS & RECR 330	FIRE DEPT 360	IMRF FUND 400	POLICE PENSION 450	MFT FUND 500	TIF1 FUND 540	TIF2B FUND 560	TIF3 FUND 570	BUS DISTR FUND 595	SSA SP SVCS 590	DEBT SVC 600	TOTALS
REV MINUS CIP/FAR/DEBT/PROJ	3,443,640	6,000	8,578,144	0	3,620,155	974,430	547,440	158,225	491,560	390,190	194,690	184,335	1,316,390	0	59,000	26,125	181,308	20,171,633
EXP MINUS CIP/FAR/DEBT/PROJ	2,738,495	0	7,206,590	0	2,888,775	683,940	329,240	85,995	542,275	5,000	121,000	500	45,500	0	0	0	0	14,647,210
AL REV-EXP NO CIP/FAR/DEBT/PROJ	705,145	6,000	1,371,554	0	731,380	290,590	218,200	72,230	(50,715)	385,190	73,690	183,835	1,270,890	0	59,000	26,125	181,308	5,524,423
CIP/FAR/DEBT/PROJ REVENUES	306,750	0	0	5,500,000	0	0	0	0	0	0	0	0	450,000	0	0	0	0	6,256,750
CIP/FAR/DEBT/PROJ EXPENSES	2,388,180	0	670,320	5,500,000	1,294,190	42,000	261,000	2,500	0	0	30,000	35,500	2,171,750	75,000	0	36,000	180,770	12,687,210
TOTAL REV MINUS EXP ALL	(1,376,285)	6,000	701,234	0	(562,810)	248,590	(42,800)	69,730	(50,715)	385,190	43,690	148,335	(450,860)	(75,000)	59,000	(9,875)	538	(906,037)

CITY OF MASCOUTAH
PROJECTS SHEET ONLY
ALL FUNDS & FUNDING

PROJECTS- ALL FUNDS

		Jan-17	Calculated	
		YTD	12/12's	
Budget17	Actual 17	shaded is	manual entry	Proposed
				Budget18

PROJECTS- STREETS; GEN FUND MONEY						
7300			0	0	0	0
100-507	7300	Hunters Trail from Pheasant Bend to Fuesser	0	0	0	140,000
115-50762-	7300	No 10th Road Proj - Loan	0	64,075	64,075	0
100-507	7300	surface water 50/50 drainage, prop code maint	0	0	0	62,000
100-507	7300	fill/pipe ditch by Moose Lodge	0	0	0	20,000
100-507		N 10th St from Main to Harnett-Eng	0	0	0	90,000
100-50765-	7300	various sidewalks, N County Rd (FY17 Budget	50,000	28,840	28,840	0
100-507	7300	s 10th st park lot	50,000		0	0
100-50748-	7300	ada sidewalk/ramp/stump removal	50,000	157	48,000	0
100-507	7300	various street proj, Fy16 bid packet cred	62,000	0		0
100-50759-7300		N 10th St extension - final bill (late)		28,684	28,684	
100-50761	7300	Poplar St Road Impr	375,000	470,817	470,817	1,110,000
100-50755-	7300	CMAQ proj multi use path 20% match	60,000	40,627	55,000	388,000
TOTAL PROJECT EXPENSES			647,000	633,201	695,416	1,810,000

PROJECTS- LIGHT FUND							
200-50720-	7300	major electric phase II	2,920,000	512,147	512,147	5,500,000	in revenue too for loan draw
200-50709-	7300	6th street circuit upgrade & engineering	288,000	24,603	280,000	0	
200-507	7300	cable shed	35,000		35,000	30,000	in not complete in fy17
200-50721-	7300		0	0	0	0	
TOTAL PROJECT EXPENSES			3,243,000	536,750	827,147	5,530,000	

PROJECTS - WATER						
250-507	7300	water main replacment Poplar St/Corrington/Other	0	0	0	200,000
250-507	7300					
TOTAL PROJECT EXPENSES			0	0	0	200,000

PROJECTS - SEWER							
250-50753-	7300	waste wtr trmnt plant facilty plan phase I	420,000	793	400,000	0	
250-50758	7300	S 10th St sewer/water line relocate/larger	0	63,873	63,873	0	final bill this fiscal year (late) FY16 - added this from w/s truck purchase not used since one truck was purchased only, per CM
250-50751-	7300	mahole & pipe shared w/ tif2b	75,000	2,408	70,000	125,000	
250-50754-	7300	land purchase for waste water plant facility	80,000	4,122	10,000	500,000	engineering and property fy18
250-50745-	7300	infiltration study	50,000	49,780	49,780	0	
TOTAL PROJECT EXPENSES			625,000	120,976	593,653	625,000	

PROJECTS - TIF 3						
570-507XX	7300	legacy place water line	0	0	0	55,000
TOTAL PROJECT EXPENSES			0	0	0	55,000

PROJECTS - MFT						
500-50748-	7300	ADA sidewalk improvements	30,000	0	30,000	30,000
500-507XX-	7300	S 10th St	350,000	398,765	398,765	0
		various street	0	0	0	0
TOTAL PROJECT EXPENSES			380,000	398,765	428,765	30,000

PROJECTS - ADMIN/PARK						
330-507xx7300	pool repair	150,000	9,213	9,213	50,000	
330-50746- 7300	relocate ball field lights, rock parking lot, stori	30,000	236	28,000	0	ball lights \$4k + rock parking lot \$10k + storm sewer \$16k
330-50 7300	misc pool repairs/park impr pave limestone trail	0	0	0	180,000	
TOTAL PROJECT EXPENSES		180,000	9,449	37,213	230,000	

PROJECTS - TIF2B FUND						
tif2b street Poplar St from Railway to						
560-507	7300	Jefferson	0	0	0	470,000
560-50757-	7300	Rt4 & 177/Main Street Intersection	700,000	12,048	300,000	1,125,000
560-50750-	7300	tif2b façade grant program	30,000	0	0	30,000
560-507	7300	ada/sidewalk/ramp/stump	0	0	0	0
560-50748-	7300	sewer repairs/pipelining	50,000	0	0	0
560-50754-	7300	East South Street	200,000	187,163	187,163	0
560-50751-	7300	manhole & pipe tif2b and ws budgeted	0	0	0	50,000
560-507	7300	George St from Market to Maple	0	0	0	200,000
TOTAL PROJECT EXPENSES			980,000	199,211	487,163	1,875,000

TOTAL PROJECT EXPENSES ALL	6,055,000	1,898,350	3,069,357	10,355,000
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CITY OF MASCOUTAH

CIP/FAR ONLY

ALL FUNDS & FUNDING

8200	CAPITAL IMPROVEMENTS			Calculated	
8500	FIXED ASSET REPLACEMENT	Jan-17	12/12's		
		YTD	shaded is	Proposed	
		Budget17	Actual 17	manual entry	Budget18
8200 CAPITAL IMPROVEMENTS					
ADMIN	phone system city wide	0	0	0	0
	office furniture	0	0	0	0
ADMIN/PLANNING					
	welcome sign(hotel tax \$)	30,000	17,300	30,000	20,000
					100-50102-8201
POLICE	vehicles	67,500	60,761	60,800	46,000
	radar	0	0	0	3,000
	video update	10,000	11,667	11,667	0
					pmts + 2 cars replaced 100-50102-8205
AMB		0	0	0	0
CEM		0	0	0	0
MAINT		0	0	0	0
PARK		0	0	0	0
		0	0	0	0
LEU		0	0	0	0
POOL		0	0	0	0
STREETS	sweeper	0	0	0	195,000
	backhoe	80,000	0	80,000	0
	soil conditioner grader	23,630	0	23,630	0
		0	0	0	0
ELECT PROD	band saw3500+blast cab750.00 + ct	10,850	12,466	12,466	0
	pumps/reall/dispensers/torc				
	h/carts/reel/cylinder				
	brackets	4,050	2,834	4,000	0
	pullers	0	0	0	8,300
		0	0	0	0
		0	0	0	0
ELECT DIST		0	0	0	0
		0	0	0	0
	building scrap	0	(488)	0	0
	trailer	0	0	0	10,000
					200-50502-8234
					convert conduit trailer into fiber trailer
WATER		0	0	0	0
		0	0	0	0
		0	0	0	0
	w/s small truck split	15,000	13,766	13,766	0
SEWER		0	0	0	0
	new hoses & parts	0	0	0	14,000
	w/s small truck split	15,000	13,766	13,766	0
	vac truck head att & FY17 trasn pump	14,000	13,582	13,582	0
	brickyard generator - new	65,000	13,096	60,000	65,000
					250-50504-8242
					250-50504-8236
SEWER PLANT		0	0	0	0
FIRE		0	0	0	0
	misc far	2,500	0	2,500	2,500
		0	0	0	0
total all capital improvement					
		337,530	158,750	326,177	363,800
total general fund CIP					
		211,130	89,728	206,097	264,000
total electric fund CIP					
		14,900	14,812	16,466	18,300
total water/sewer fund CIP					
		109,000	54,210	101,114	79,000
total amb fund CIP					
		0	0	0	0
total parks & rec fund CIP					
		0	0	0	0
total fire dept fund CIP					
		2,500	0	2,500	2,500
total calculation check					
		337,530	158,750	326,177	363,800
total check with snapshot					
		337,530	158,750	326,177	363,800

CITY OF MASCOUTAH

CIP/FAR ONLY

ALL FUNDS & FUNDING

8200	CAPITAL IMPROVEMENTS			Calculated	
8500	FIXED ASSET REPLACEMENT	Jan-17	12/12's		
		YTD	shaded is	Proposed	
		Budget17	Actual 17	manual entry	Budget18
8500 FIXED ASSET REPLACEMENT					
ADMIN	computers/tech equip	5,000	0	5,000	7,000
			0	0	
	office furniture, upgrades	2,000	0	2,000	
POLICE	car equipment	0	(2,996)	0	0
	vests/equip	1,500	(450)	1,500	1,500
	replace guns	3,000	1,171	3,000	3,000
AMB	cpr equip	0	0	0	500
	gear replacement	0	0	0	1,500
	ambulance	0	0	0	40,000
	new laptops	6,400	6,339	6,339	0
CEM				0	0
	mobile mats	2,500	2,437	2,440	0
		0	0	0	0
MAINT		0	0	0	0
PARK	general park replace equip	2,000	0	2,000	2,000
	mower with trade ins	0	0	0	0
	park lot	5,000		0	0
	Park Grant Match	25,000	0	25,000	25,000
LEU		0	0	0	0
POOL	as specified	4,000	500	4,000	4,000
STREETS	sold asphalt zipper	0	0	0	0
ELEC PROD	hand tools maint	0	0	0	4,100
ELEC DIST	replace E1 bucket truck	180,000	173,984	173,984	0
	led lt fixture		(34,134)	0	43,000
	trencher		54,117	54,117	0
	forklift				53,000
WATER	ind storage tank interior painting	125,000	212	125,000	50,000
	compressor - split w/ sewer				8,000
	locator				3,900
	generator				500
	metal detector				1,200
SEWER	compressor - split w/ water	0	0	0	8,000
	raised manholes				25,000
SEWER PLANT		0	0	0	
	4th street pumps etc	0	0	0	50,000
		0	0	0	0
FIRE	other as specified	0	0	0	0
total all fixed asset replacements					
		361,400	201,180	404,380	331,200
total general fund FAR					
		14,000	162	13,940	11,500
total electric fund FAR					
		180,000	193,967	228,101	100,100
total water/sewer fund FAR					
		125,000	212	125,000	146,600
total amb fund FAR					
		6,400	6,339	6,339	42,000
total parks & rec fund FAR					
		36,000	500	31,000	31,000
total fire dept fund FAR					
		0	0	0	0
total calculation check					
		361,400	201,180	404,380	331,200
total check with snapshot					
		361,400	201,181	404,381	331,200

Fund Balances Projected with Budget Figures

	Beginning Fund Bal as of April 30, 2016	Est 12/12's Revenues FY1617	Est 12/12's Expenses FY1617	Projected Fund Balance April 30, 2017	Budgeted Revenues FY1718	Proposed Project Rev FY18	Budgeted Expenses FY1718	Proposed Project Exp FY18	No Projects Fund Balance April 30, 2018	With Projects Fund Balance April 30, 2018	No Projects Net Change FY18 from Proj FY17	With Projects Net Change FY18 from Proj FY17
FUND 100 - GEN FUND	2,395,761	3,515,949	3,215,438	2,696,272	3,750,390	306,750	5,126,675	1,810,000	3,129,987	1,319,987	433,715	\$ (1,376,285)
FUND 110 - R CEM TRUST	323,079	8,200	0	331,279	6,000		0		337,279	337,279	6,000	\$ 6,000
FUND 200 - LIGHT FUND	14,885,545	7,789,609	8,152,162	14,522,993	14,078,144		7,876,910	30,000	20,754,227	20,724,227	6,231,234	\$ 6,201,234
FUND 210 - ELEC PHASE II PROJ	0	512,147	512,147	0	0	5,500,000	5,500,000	5,500,000	(5,500,000)	(5,500,000)	(5,500,000)	\$ (5,500,000)
FUND 250 - W&S FUND	13,250,880	3,303,501	3,876,574	12,677,807	3,620,155		4,182,965	825,000	12,939,998	12,114,998	262,190	\$ (562,810)
FUND 300 - AMB FUND	(397,218)	875,630	671,264	(192,852)	974,430		725,840		55,738	55,738	248,590	\$ 248,590
FUND 330 - P&R (park/city/leu/pool)	195,089	376,121	363,295	207,915	547,440		590,240	230,000	395,115	165,115	187,200	\$ (42,800)
FUND 360 - FIRE DEPT FUND	(82,258)	159,628	84,161	(6,790)	158,225		88,495		62,940	62,940	69,730	\$ 69,730
FUND 400 - IMRF FUND	73,617	479,713	529,047	24,283	491,560		542,275		(26,432)	(26,432)	(50,715)	\$ (50,715)
FUND 450 - POLICE PENSION FUND	4,679,023	523,051	4,275	5,197,800	390,190		5,000		5,582,989	5,582,989	385,190	\$ 385,190
FUND 500 - MFT FUND	590,672	206,914	553,765	243,821	194,690	30,000	151,000	30,000	317,511	287,511	73,690	\$ 43,690
FUND 540 - TIF1 FUND	(538,546)	180,726	34,275	(392,095)	184,335		36,000		(243,759)	(243,759)	148,335	\$ 148,335
FUND 560 - TIF28 FUND	692,142	856,587	1,058,121	490,608	1,766,390	450,000	2,217,250	1,875,000	1,914,748	39,748	1,424,140	\$ (450,860)
FUND 570 - TIF3 FUND	0	0	41,000	(41,000)	0		75,000	55,000	(61,000)	(116,000)	(20,000)	\$ (75,000)
FUND 595 - BUS DISTR	(575,717)	50,092	0	(525,625)	59,000		0		(466,625)	(466,625)	59,000	\$ 59,000
FUND 590 - SSA	0	33,329	33,329	0	26,125		36,000		(9,875)	(9,875)	538	\$ (9,875)
FUND 600 - R DEBT SVC FUND	141,882	196,253	201,518	136,617	181,308		180,770		137,155	137,155	538	\$ 538
	35,633,951	19,067,450	19,330,370	35,371,031	26,428,383	6,256,750	27,334,420	10,355,000	39,319,994	34,464,994	3,948,963	\$ (906,037)

ORDINANCE NO. 17-__

ANNUAL BUDGET ORDINANCE FOR THE FISCAL YEAR
2017 ----- 2018

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MASCOUTAH, AT ST. CLAIR COUNTY, ILLINOIS:

SECTION 1: That there be and is hereby budgeted for Municipal purposes for the City of Mascoutah, in the County of St. Clair, State of Illinois, for the fiscal year commencing on the first day of May 2017, and ending on the thirtieth day of April 2018, **the sum of twenty-seven million, seven hundred ten thousand, eight hundred thirty-seven dollars (\$27,710,837)** distributed for purposes as described in *Attachment "A"* to this ordinance. This budget is adopted under the State of Illinois' Budgeting System.

SECTION 2: That the balance on hand in the various funds budgeted for the fiscal year ending on the thirtieth day of April 2017 are hereby returned to the respective funds for redistribution.

SECTION 3: This Ordinance is effective immediately and shall go into full force May 1st, 2017, or at the earliest time as may be legal under state law.

Passed this 3rd day of April, 2017, on the following roll call vote:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Gerald Daugherty	_____	_____	_____	_____
Benjamin Grodeon	_____	_____	_____	_____
Paul Schorr	_____	_____	_____	_____
John Weyant	_____	_____	_____	_____
Pat McMahan	_____	_____	_____	_____

Mayor

ATTEST:

City Clerk
(Seal)

Attachment B

CITY OF MASCOUTAH

Staff Report

TO: Honorable Mayor & Council

FROM: Cody Hawkins – City Manager

SUBJECT: Code Change – Electric, Water & Sewer Rates (second reading)

MEETING DATE: April 3, 2017

REQUESTED ACTION:

Approval of revisions to Chapter 11 – Electric System and Chapter 38 – Water and Sewer Rates of the City Code by adoption of ordinance.

BACKGROUND & STAFF COMMENTS:

For the upcoming Fiscal Year 2017-2018, the Finance Committee and City Council decided to not increase electric, water, and sewer rates. Even though there are no increases to the rates, the ordinances and City Code reference the fiscal year that the rates belong to. The attached ordinances keep the electric, water, and sewer rates the same as the previous fiscal year, but changes the reference to the fiscal year to the upcoming FY17-18. Passing of a rate ordinance regardless if there is a change in the rates is recommended by our auditor. It is also good practice and much easier to follow for historical reference.

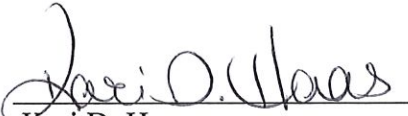
RECOMMENDATION:

Council approval of Ordinance, as attached.

SUGGESTED MOTION:

I move that the City Council approve and adopt Ordinance 17-____, thereby modifying Chapter 11, Electric System, Article 1, General Regulations, Section 1; and approve and adopt Ordinance No. 17-____, thereby modifying Chapter 38, Article 4 Division 2 Water Rates, Section 12 and Division 3 Sewer Rates, Section 31.

Prepared By:


Kari D. Haas
City Clerk

Approved By:


Cody Hawkins
City Manager

Attachments: A – Ordinance – Electric Rates
B – Ordinance – Water/Sewer Rates

ORDINANCE NO. 17-__

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES,
CHAPTER 11, ELECTRIC SYSTEM, ARTICLE 1, GENERAL REGULATIONS
SECTION 1 OF THE CITY OF MASCOUTAH, ILLINOIS.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MASCOUTAH, IN
ST. CLAIR COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: Amending CHAPTER 11, ELECTRIC SYSTEM, ARTICLE 1,
GENERAL REGULATIONS, SECTION 1, to amend the ELECTRIC RATES as attached.

SECTION 2: This ordinance shall be in full force and effect May 1, 2017, after passage,
approval and publication as required by law.

PASSED by the Mayor and the City Council of the City of Mascoutah, County of St.
Clair, State of Illinois, upon motion by Councilman _____, seconded by Councilman
_____, adopted on the following roll call vote on the 3rd day of April, 2017, and deposited
and filed in the Office of the City Clerk in said City on that date.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Benjamin Grodeon	_____	_____	_____
Paul Schorr	_____	_____	_____
John Weyant	_____	_____	_____
Pat McMahan	_____	_____	_____
Gerald Daugherty	_____	_____	_____

APPROVED AND SIGNED by the Mayor of the City of Mascoutah, Illinois, this 3rd
day of April, 2017.

ATTEST:

Mayor

City Clerk
(SEAL)

Attachment A

ELECTRIC SYSTEM
ARTICLE I. GENERAL REGULATIONS

Sec. 11-1-1. Classification of uses.

The following classification of electric service, at the rates and on the qualifications, conditions and terms as respectfully set forth be and hereby are established for the sale of electric energy, by the municipal electric utility, to customers located within the corporate limits or adjacent to the distribution lines of the municipal electric utility.

(a) *Residential rate—Rate 1.* The gross charges shall equal the sum of the charges below.

(1) Customer Charge \$9.50 per month in FY ~~46-47~~**17-18**.

(2) Energy Charge For all KW-HR – 6.64 cents per KW-HR in FY ~~46-47~~**17-18**.

The minimum monthly bill shall be the facilities charge. This rate is applicable to residences and for those purposes that are predominantly domestic.

(b) *Commercial and small power rate—Rate 2.*

First 4,500 KW hrs. used per month – 7.64 cents per KW hr. in FY ~~46-47~~**17-18**.

Over 4,500 KW hrs. used per month – 6.94 cents per KW hr. in FY ~~46-47~~**17-18**.

The customer charge shall be \$17.00 per month. This rate is applicable to stores, shops, garages, depots, public halls, hospitals, mills, factories, pool rooms, taverns, soft drink parlors and other places of business, public resort or amusement.

Transformer charge. If the city owns and operates transformers to convert the voltage from the main supply line to the voltage required by the customer, the customer shall be billed a charge of \$1.00 per KW for each KW of distribution capacity for each billing period.

(c) *Large power rate—Rate 3.*

First 4,500 KW hrs. used per month – 7.55 cents per KW hr. in FY ~~46-47~~**17-18**.

Over 4,500 KW hrs. used per month – 6.81 cents per KW hr. in FY ~~46-47~~**17-18**.

The customer charge shall be \$17.00 per month.

Rate 3 shall apply to all customers having a monthly demand of 75 kilowatts or greater with a non-lighting or heat load of more than 25 percent of the total demand, and to customers presently being served under a contract which provides for billing under this rate.

Transformer charge. If the city owns and operates transformers to convert the voltage from the main supply line to the voltage required by the customer, the customer shall be

billed a charge of \$1.00 per KW for each KW of distribution capacity for each billing period.

Larger power rate: Rate 3a. For commercial customers with at least 30,000 KWH/ month.

- First 200 KWH per KW of billing demand— \$.0415 per KWH in FY ~~16-17~~**17-18**.
- Over 200 KWH per KW of billing demand—\$.0130 per KWH in FY ~~16-17~~**17-18**.
- Customer charge—\$130.00 in FY ~~16-17~~**17-18**.
- Demand charge per KW—\$9.15 in ~~16-17~~**17-18**

(d) Residential and Commercial Space heating—Rate 4.

First 100 KW hrs. used per month – 7.44 cents per KW hr. in FY ~~16-17~~**17-18**.
Next 700 KW hrs. used per month – 6.94 cents per KW hr. in FY ~~16-17~~**17-18**.
Over 800 KW hrs. used per month – 5.44 cents per KW hrs. in FY ~~16-17~~**17-18**.

The electric space heating rate is to apply to energy used during the seven month period October to April, inclusive, and where no other source of fuel for space heating is being used.

Customer Charge - \$12.50 per month.

(e) Miscellaneous municipal electric service—Rate 5.

First 5,000 KW hrs. used per month – 7.64 cents per KW hr. in FY ~~16-17~~**17-18**.
Next 20,000 KW hrs. used per month – 6.57 cents per KW hr. in FY ~~16-17~~**17-18**.
All over 25,000 KW hrs. used per month – 5.78 cents per KW hr. in FY ~~16-17~~**17-18**.

(f) Municipal street lighting service—Rate 6.

(1) *Class of service.* Utility will furnish the classes of service described below each at the corresponding base rates per lamp per month, as indicated in the table of base rates per lamp per month set forth below, including maintenance, depreciation, electric energy requirements, and replacements of lamps and other glassware as required on systems owned and operated by utility, but only including electric energy requirements and lamp replacements on system owned and operated by municipality.

(a) *Class A.* Sodium vapor, mercury vapor or LED lamps, owned and operated by Municipality.

(b) *Class B.* Mercury vapor lamps, sodium vapor lamps or LED lamps on standard overhead wood pole construction, owned and operated by utility.

(c) *Class C.* Mercury vapor lamps, sodium vapor lamps or LED lamps on standard overhead concrete pole construction or on existing metal pole construction, owned and operated by utility.

(2) *Rates.*

(a) Base rates per lamp per month. The following rates based on 4,000 hours per year burning, including all hours of darkness:

FY 16-17 17-18

<u>Size</u>	<u>Class A</u>	<u>Class B</u>	<u>Class C</u>
Mercury Vapor			
7200 Lumen, 175 watts	\$3.80	\$11.96	\$17.30
11000 Lumen, 250 watts	5.11	13.47	19.36
17000 Lumen, 400 watts	7.25	17.20	19.77
30000 Lumen, 700 watts	12.68	25.04	35.82
46000 Lumen, 1,000 watts	15.37	28.41	41.42
Sodium Vapor			
8700 Lumen, 100 watts	\$4.54	\$15.47	\$23.53
15000 Lumen, 150 watts	7.30	16.23	24.19
23000 Lumen, 250 watts	10.47	19.67	28.52
46500 Lumen, 400 watts	15.37	25.80	33.76
LED			
5800 Lumen, 70 watts	\$3.09	\$11.09	\$17.09
19100 Lumen, 196 watts	6.78	14.78	20.78

(g) *Customer area lighting service—Rate 7.*

(1) *Availability.* Any customer located in territory served by utility may take service under this service classification for lighting outdoor areas, where the period of lighting is limited from dusk to dawn, subject to the following conditions:

- (a) That customer is located adjacent to utility lines from which such service can be rendered, and
- (b) That customer enters into a written contract with utility for service, for a period of one year.

(2) *Rates.* The gross charge shall equal the sum of the charges below and other applicable charges.

(a) *Lamp charges.* If the lighting fixtures can be installed on an existing distribution type wood pole and service can be supplied from an existing overhead secondary circuit on the pole, the monthly charges applicable to such installation shall be as follows:

FY 16-17 17-18

<u>Type of Lamp</u>	<u>Lumen Rating</u>	<u>Wattage Rating</u>	<u>\$Charges Per Month</u>
<u>Area Lighting</u>			
Mercury Vapor	6,400	175	\$6.90
Mercury Vapor	9,400	250	6.80
Mercury Vapor	16,000	400	13.81
Mercury Vapor	45,200	1,000	19.00
Sodium Vapor	8,500	100	7.71
Sodium Vapor	15,000	150	8.28
Sodium Vapor	22,000	250	13.81
Sodium Vapor	45,000	400	25.32
LED	5,800	70	3.03
LED	19,100	196	6.64
Pole Rental		\$2.00 per month	
<u>Directional Lighting</u>			
Sodium Vapor	22,000	250	15.83
Sodium Vapor	45,000	400	19.00
Metal Halide	20,000	250	25.32
Metal Halide	40,000	400	25.32
Metal Halide	117,000	1,000	40.29
Metal Halide		1,500	
Quartz		500	5.76
LED Flood Light	9,520	85	6.06
LED Flood Light	14,190	129	8.15

(b) *Additional charges.* If additional facilities or fixtures other than utility's standard type of rearrangement of existing facilities shall be required to serve customer, utility shall install, operate and maintain such facilities for an additional monthly charge. These charges shall be in addition to the lamp charges.

Sec. 11-1-6. Consumer Price Index (CPI)

Effective for customer bills rendered after April 30, 2008, each year, at the beginning of the City's fiscal year, the unit charges for electric rates will be adjusted to reflect no more than the percentage increase of change, if any, in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W): Midwest Urban Region, All Items Index, as published by the Bureau of Labor Statistics of the U.S. Department of Labor, on the first published date after the beginning of the most recent calendar year, to the average comparable index for the previous year (12 months).

Note: This index can be found at www.bls.gov/cpi/

ORDINANCE NO. 17-__

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES,
CHAPTER 38, ARTICLE 4, DIVISION 2 WATER RATES, SECTION 12; DIVISION 3
SEWER RATES, SECTION 31; AND DIVISION 4
OF THE CITY OF MASCOUTAH, ILLINOIS.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MASCOUTAH, IN
ST. CLAIR COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: Amending CHAPTER 38, ARTICLE 4, DIVISION 2 WATER RATES,
SECTION 12; DIVISION 3 SEWER RATES, SECTION 31; AND DIVISION 4, to amend the
WATER AND SEWER RATES as attached.

SECTION 2: This ordinance shall be in full force and effect May 1, 2017, after passage,
approval and publication as required by law.

PASSED by the Mayor and the City Council of the City of Mascoutah, County of St.
Clair, State of Illinois, upon motion by Councilman _____, seconded by Councilman
_____, adopted on the following roll call vote on the 3rd day of April, 2017, and deposited
and filed in the Office of the City Clerk in said City on that date.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Benjamin Grodeon	_____	_____	_____
Paul Schorr	_____	_____	_____
John Weyant	_____	_____	_____
Pat McMahan	_____	_____	_____
Gerald Daugherty	_____	_____	_____

APPROVED AND SIGNED by the Mayor of the City of Mascoutah, Illinois, this 3rd
day of April, 2017.

ATTEST:

Mayor

City Clerk
(SEAL)

Attachment B

DIVISION 2. WATER RATES

Sec. 38-4-12. Water rates.

There shall be established the following rates and charges for the use of the water system of the city, based upon the amount of water consumed as follows:

- (a) Water rates inside city.
 - i. ~~FY 16-17~~**17-18**
\$8.08 per month facilities charge (base charge)
\$5.75 per 1,000 gallons per month usage fee
- (b) Water rates outside city. (Calculated as twice the in-town rate)
 - i. ~~FY 16-17~~**17-18**
\$16.15 per month facilities charge (base charge)
\$11.50 per 1,000 gallons per month usage fee

DIVISION 3. SEWER RATES

Sec. 38-4-31. User charge system.

Every person whose premises are served by the authority will be charged for the sewer services provided through a facility charge and service charges.

Facility charges are directed at wastewater plant and collection facility hardware. Service charges are directed at a basic charge based on the water meter readings, or if available, a discharge metering device approved by the authority, and said basic charges shall be as follows and are levied to defray the cost of operation and maintenance and replacement of the treatment works:

Sewer Rates inside City

- (a) Facility charge.
 - i. ~~FY 16-17~~**17-18**. The total facility charge rate shall be \$16.56 per month.
- (b) Service charge.
 - i. ~~FY 16-17~~**17-18**. The service charge shall be \$6.00 per 1,000 gallons metered.
 - ii. Service charges shall be for operation, maintenance, replacement costs, and may be used for debt service recovery.
- (c) Sewer service outside the city. All charges for use of sewer connections where water is supplied thereto by the authority subject to the special provisions herein shall be as follows:
 - a. A facility charge for users outside of the city shall be:
 - i. \$33.11 per month in ~~FY 16-17~~**17-18**.
 - ii. This rate shall apply as a facility charge so long as the sewer connection is in service and regardless whether or not water is used during said period, and which facility charge shall entitle the user to continue use.

- b. Service charges shall be at the rate of:
 - i. \$11.99 in FY ~~46-47~~**17-18** plus a surcharge of the same amount per 1,000 gallons of water metered.
- c. The rate in subsection (b) above shall apply to the amount of water passing through the water meter except when an approved discharge metering system is utilized. In this case the rate shall apply to that water discharged to the system.
- d. When the user (outside the city) does not receive water provided by the city, provisions for accurate sewer metering will be required.

DIVISION 4. WATER AND SEWER RATES INCREASES BEYOND FY 07-08

Sec. 38-4-40. Consumer Price Index (CPI)

Effective for customer bills rendered after April 30, 2008, each year, at the beginning of the City's fiscal year, the unit charges for all water and sewer rates will be adjusted to reflect no more than the percentage increase of change, if any, in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W): Midwest Urban Region, All Items Index, as published by the Bureau of Labor Statistics of the U.S. Department of Labor, on the first published date after the beginning of the most recent calendar year, to the average comparable index for the previous year (12 months).

Note: This index can be found at www.bls.gov/cpi/

**CITY OF MASCOUTAH
Staff Report**

TO: Honorable Mayor and City Council

FROM: Cody Hawkins, City Manager

SUBJECT: **Acceptance and Dedication of Subdivision Improvements – Crown Pointe (Second Reading)**

DATE: April 3, 2017

APPLICATION: A request by Staff to Accept the Dedication of public improvements for Crown Point Phases 1, 2 and 3.

LOCATION: Crown Pointe Subdivision Phase 1, 2 and 3.

BACKGROUND INFORMATION:

Site Size: Phase 1: 8.43 acres
Phase 2: 8.1 acres
Phase 3: 10.14 acres

Public Notice/ Process:

Staff has met several times and determined that the following Crown Pointe Subdivision Phases 1, 2 and 3 are complete and their public improvements can be accepted by the City.

Staff compiled a punch list for the Subdivision and required completion of the items with the Developer. The Developer has completed the punch list items as requested and is asking the City to accept the improvements in Phase 1, 2 and 3 of Crown Pointe. There are a couple of improvements that still need completed in the Development, but are not required to be done until Phase 4 of the Development is built out.

Crown Pointe Phases 1, 2 and 3 are complete and before Council tonight for Acceptance.

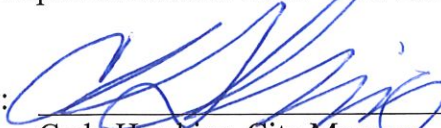
RECOMMENDATION:

Staff recommends approval to accept the dedication of subdivision improvements for Chief View Estates, subject to the attached Findings of Approval.

SUGGESTED MOTION:

I move that the Council approve and adopt Ordinance No. 17-____, accepting the dedication of subdivision improvements for Chief View Estates, subject to the attached Findings of Approval.

Prepared by:


Cody Hawkins, City Manager

Attachments: A – Findings
B – Draft Ordinance for Crown Pointe Subdivision Phases 1, 2 and 3

**FINDINGS IN FAVOR OF APPROVAL
(Attachment A)**

**Crown Pointe
Phase 1, 2 and 3
Acceptance and Dedication of Improvements**

DATE: April 3, 2017

1. The development conforms to the City's Comprehensive Plan and Official Map.
2. City Staff has certified by inspection and plat that the layout of line and grade of all public improvements are in accordance with the submitted construction plans.
3. The Subdivision complies with all applicable laws, rules, and regulations.
4. The design of the project or the type of improvements will not conflict with any easement acquired by the public at large for access through, or use of, property within the proposed project.

ORDINANCE NO. 17-__

**AN ORDINANCE ACCEPTING ALL AREAS DEDICATED FOR PUBLIC USE
OF CROWN POINTE SUBDIVISION PHASES 1, 2 AND 3**

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MASCOUTAH, IN ST. CLAIR COUNTY, ILLINOIS, pursuant to the recommendation of the Planning Commission and in accordance with the powers of the City of Mascoutah as a "Home Rule Unit" as granted by the Illinois Constitution, 1970, Article 7, Section 6 and in accordance with the Subdivision Ordinance of the City of Mascoutah, the final subdivision Ordinance of the City of Mascoutah, the final subdivision plat of the Crown Pointe Subdivision Phases 1, 2 and 3 is hereby approved and all areas dedicated for public use are hereby accepted. The subdivision is described as follows:

Legal/Location Description:

Phase 1:

Part of the east half of the southwest quarter of section 29, township 1 north, range 6 west of the third principal meridian, County of St. Clair, State of Illinois and being more particularly described as follows:

Beginning at the northeast corner of said southwest quarter of section 29; thence south 00 degrees 47 minutes 14 seconds east, on the east line of said southwest quarter of section 29, a distance of 335.14 feet; thence north 89 degrees 08 minutes 44 seconds west, 523.84 feet; thence south 89 degrees 16 minutes 04 seconds west, 50.00 feet; thence north 00 degrees 43 minutes 56 seconds west, 32.96 feet; thence south 89 degrees 16 minutes 04 seconds west, 125.00 feet; thence south 00 degrees 43 minutes 56 seconds east, 117.74 feet; thence south 89 degrees 16 minutes 04 seconds west, 170.00 feet; thence north 00 degrees 43 minutes 56 seconds west, 2.95 feet; thence south 89 degrees 16 minutes 04 seconds west, 150.00 feet to the easterly line of Schneidewind Subdivision, reference being had to the plat thereof in the St. Clair County Recorder's Office as document number A01871617; thence north 00 degrees 43 minutes 56 seconds west, on said easterly line of Schneidewind Subdivision, 430.67 feet to the north line of said southwest quarter of section 29; thence south 89 degrees 08 minutes 44 seconds east, on said north line of the southwest quarter of section 29, a distance of 1018.70 feet to the point of beginning.

Said parcel contains 8.43 acres, more or less.

Subject to easements, conditions and restrictions of record.

Phase 2:

Part of the east half of the southwest quarter of Section 29, township 1 north, range 6 west of the third principal meridian, County of St. Clair, State of Illinois and being more particularly described as follows:

Beginning at the southeasterly corner of lot 14 of Crown Pointe – Phase 1, a subdivision begin part of the east half of the southwest quarter of section 29, township 1 north, range 6 west of the third principal meridian, St. Clair County, Illinois, City of Mascoutah, reference being had to the plat thereof in the St. Clair County Recorder's Office as document number A02186128; thence south 00 degrees 47 minutes 14 seconds east, on the east line of said

southwest quarter of section 29, a distance of 300.12 feet; thence north 89 degrees 08 minutes 44 seconds west, 524.12 feet; thence south 00 degrees 43 minutes 56 seconds east, 100.74 feet; thence south 87 degrees 54 minutes 09 seconds west, 50.01 feet, thence south 89 degrees 16 minutes 04 seconds west, 125.00 feet; thence south 00 degrees 43 minutes 56 seconds east, 60.74 feet; thence south 89 degrees 16 minutes 04 seconds west, 170.00 feet; thence north 00 degrees 43 minutes 56 seconds west, 1.74 feet; thence south 89 degrees 16 minutes 04 seconds west, 150.00 feet, thence north 00 degrees 43 minutes 56 seconds west, 379.21 feet to the southwesterly corner of Crown Pointe – Phase 1, reference being had to the plat thereof in the St. Clair County Recorder's Office as document number A02186128; thence the following eight (8) courses and distances on the southerly lines of said Crown Pointe – Phase 1; 1.) north 89 degrees 16 minutes 04 seconds east, 150.00 feet; 2.) south 00 degrees 43 minutes 56 seconds east, 2.95 feet; 3.) north 89 degrees 16 minutes 04 seconds east, 170.00 feet; 4.) north 00 degrees 43 minutes 56 seconds west, 117.74 feet; 5.) north 89 degrees 16 minutes 04 seconds east, 125.00 feet; 6.) south 00 degrees 43 minutes 56 seconds east, 32.96 feet; 7.) north 89 degrees 16 minutes 04 seconds east, 50.00 feet; 8.) south 89 degrees 08 minutes 44 seconds east, 523.84 feet to the point of beginning.

Said parcel contains 8.1 acres, more or less.

Subject to easements, conditions and restrictions of record.

Phase 3:

Part of the east half of the southwest quarter of section 29, township 1 north, range 6 west of the third principal meridian, County of St. Clair, State of Illinois and being more particularly described as follows:

Beginning at the southeasterly corner of Crown Pointe – Phase 2, a subdivision being part of the east half of the southwest quarter of section 29, township 1 north, range 6 west of the third principal meridian, St. Clair County, Illinois, City of Mascoutah, reference being had to the plat thereof in the St. Clair County Recorder's Office as document number A02213028; thence south 00 degrees 47 minutes 14 seconds east, on the east line of said southwest quarter of section 29, a distance of 614.42 feet to the northerly line of a tract recorded in the St. Clair County Recorder's Office in document number A02182783; thence north 89 degrees 58 minutes 18 seconds west, along said northerly line, 999.60 feet; thence north 00 degrees 43 minutes 56 seconds west, 89.01 feet; thence south 89 degrees 58 minutes 18 seconds east, 300.03 feet; thence north 00 degrees 43 minutes 56 seconds west, 428.72 feet to the southwest corner of said Crown Pointe Phase 2; thence the following four (4) courses and distances on the southerly lines of said Crown Pointe – Phase 2: 1.) north 89 degrees 16 minutes 04 seconds east, 125.00 feet; 2.) north 87 degrees 54 minutes 09 seconds east, 50.01 feet; 3.) south 00 degrees 43 minutes 56 seconds west, 100.73 feet; 4.) south 89 degrees 08 minutes 44 seconds east, 524.12 feet to the point of beginning.

Said parcel contains 10.14 acres, more or less.

Subject to easements, conditions and restrictions of record.

This Ordinance shall go into full force and effect from and after its passage and approval all as provided by law.

PASSED by the Mayor and the City Council of the City of Mascoutah, County of St. Clair, State of Illinois, upon motion by Councilman _____, seconded by Councilman _____, adopted on the following roll call vote on the 3rd day of April, 2017, and deposited and filed in the Office of the City Clerk in said City on that date.

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Benjamin Grodeon	_____	_____	_____	_____
Paul Schorr	_____	_____	_____	_____
John Weyant	_____	_____	_____	_____
Pat McMahan	_____	_____	_____	_____
Gerald Daugherty	_____	_____	_____	_____

APPROVED by the Mayor of the City of Mascoutah, Illinois, this 3rd day of April, 2017.

Mayor

ATTEST:

City Clerk
(Seal)

CITY OF MASCOUTAH
Staff Report

TO: Honorable Mayor & Council

FROM: Cody Hawkins – City Manager

SUBJECT: Cemetery Mowing Agreement

MEETING DATE: April 3, 2017

REQUESTED ACTION:

Approval and authorization of agreement for furnishing all labor, equipment and means for the mowing of the Mascoutah City Cemetery.

BACKGROUND & STAFF COMMENTS:

The agreement for mowing of the Mascoutah City Cemetery includes mowing (3 inches in height), trimming around all landscape and headstones, removal of grass clippings from headstone and paved areas and trash removal from grass before cutting in connection with the maintenance of the City Cemetery. The amount to be paid will be \$1275.00 per grass cut for the time period of approximately April 1, 2017 through October 31, 2017.

FUNDING:

This project will be paid for by funds budgeted in the 17/18 budget.

RECOMMENDATION:

Approval of agreement with Clay Construction and Landscaping for furnishing all labor, equipment and means for the mowing of the City Cemetery in the amount of \$1275.00 per grass cutting for the time period of approximately April 1, 2017 to October 31, 2017.

SUGGESTED MOTION:

I move that the Council approve the agreement with Clay Construction and Landscaping for furnishing all labor, equipment and means for the mowing of the City Cemetery in the amount of \$1275.00 per grass cutting for the approximate time period of April 1, 2017 to October 31, 2017 and authorize appropriate officials to execute the necessary documents.

Prepared By: Melissa Schanz
Melissa Schanz
Executive Assistant

Approved By: Cody Hawkins
Cody Hawkins
City Manager

CITY OF MASCOUTAH
Staff Report

TO: Honorable Mayor & City Council

FROM: Cody Hawkins, City Manager

SUBJECT: Resolution – EMS Service Fees Rate Increase

MEETING DATE: April 3, 2017

REQUESTED ACTION:

Council approval of a resolution to increase the EMS Service Fees rates.

BACKGROUND & STAFF COMMENTS:

Attached is a recommendation from the Police Chief regarding an increase to the EMS service rates including a rate comparison to other neighboring EMS Departments.

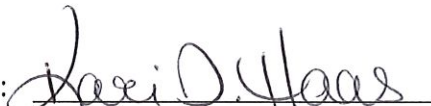
RECOMMENDATION:

Council approval of the new rates as presented.

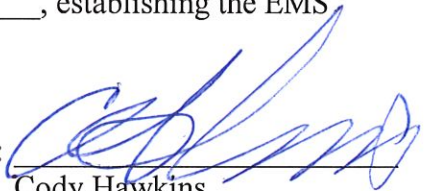
SUGGESTED MOTION:

I move that the Council approve and adopt Resolution No. 16-17-____, establishing the EMS Service Fees.

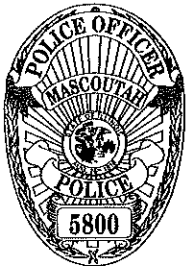
Prepared By:


Kari D. Haas
City Clerk

Approved By:


Cody Hawkins
City Manager

Attachments: A – Police Chief recommendations
B – Rate Comparisons
C – Resolution



MASCOUTAH POLICE DEPARTMENT

3 WEST MAIN STREET
MASCOUTAH, IL. 62258
618-566-2976 EX. 110
618-566-2981 (FAX)
mpd@mascoutah.com



SCOTT J. WALDRUP
CHIEF OF POLICE

To: City Manager Cody Hawkins

Date: 03/28/17

Ref: Info for EMS Resolution (Rate Changes)

Mr. Hawkins:

After reviewing the EMS rates for the City of Mascoutah, it was discovered that adjustments need to be made in order to be consistent with other neighboring EMS Departments. The following are the suggested rate adjustments which will generate additional revenue:

SPECIALTY CARE RES/NON-R	ALS-2 RES/ NON- R	ALS EMERGENCY RES/NON-R	ALS NON- EMERGENCY RES/NON-R	BLS EMERGENCY RES/NON-R	BLS NON- EMERGENCY RES/NON-R	MILEAGE RES/NON- R
CURRENT RATES:						
\$800	\$800	\$800	\$800	\$700	\$700	\$8.50
PROPOSED RATES:						
\$1,000	\$800/\$1,000	\$800/\$1,000	\$775/\$1,000	\$700/\$900	\$500/\$700	\$13

I attached a copy of the area rates for the council to compare. Let me know if you have any questions or need anything further for the resolution.

Chief Scott J. Waldrup

Attachment A

Annex K

RATE COMPARISONS FOR ILLINOIS							
CITY NAME	SPECIALTY CARE RES/NON-R	ALS-2 RES/NON-R	ALS EMERGENCY RES/NON-R	ALS NON- EMERGENCY RES/NON-R	BLS EMERGENCY RES/NON-R	BLS NON- EMERGENCY RES/NON-R	MILEAGE RES/NON-R
AHAS	\$550/\$650	\$550/\$650	\$450/\$550	\$350/\$350	\$450/\$550	\$350/\$350	\$12.00
BREESE	\$941.50/\$995.27	\$941.50/\$995.27	\$833.91/\$887.68	\$672.48/\$726.31	\$726.31/\$780.08	\$672.48/\$726.31	\$13.45
CARTERVILLE	\$525/\$800	\$525/\$800	\$525/\$700	\$525/\$700	\$425/\$600	\$425/\$600	\$9/\$14
DUPO	\$900/\$1100	\$900/\$1100	\$800/\$1000	\$800/\$1000	\$700/\$900	\$700/\$900	\$10.50
LEXINGTON	\$750.00	\$750.00	\$750.00	\$500.00	\$500.00	\$500.00	\$12.00
MASCOUTAH	\$800.00	\$800.00	\$800.00	\$800.00	\$700.00	\$700.00	\$8.50
MILLSTADT	\$900/\$1100	\$900/\$1100	\$800/\$1000	\$800/\$1000	\$700/\$900	\$700/\$900	\$10.50
NTFPD	\$950.00	\$950.00	\$850.00	\$850.00	\$750.00	\$750.00	\$15.00
O'FALLON	\$575/\$800	\$575/\$800	\$575/\$800	\$575/\$800	\$350/\$500	\$350/\$500	\$10.00
STAUNTON	\$750/\$1000	\$750/\$1000	\$605/\$800	\$605/\$800	\$435/\$640	\$275/\$500	\$10.00
ABBOTT	\$1,146.00	\$1,146.00	\$1,146.00	\$1,003.00	\$644.00	\$644.00	\$13.26
COLUMBIA	\$950.00	\$950.00	\$844.00	\$678.00	\$678.00	\$678.00	\$9.60
MEDSTAR	REFUSED TO PROVIDE RATES						

MEDICARE ALLOWABLES	\$707.63	\$598.76	\$413.69	\$261.28	\$348.37	\$217.73	\$11.02 PER LOAED MILE
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CITY NAME	SPECIALTY CARE RES/NON-R	ALS-2 RES/NON-R	ALS EMERGENCY RES/NON-R	ALS NON- EMERGENCY RES/NON-R	BLS EMERGENCY RES/NON-R	BLS NON- EMERGENCY RES/NON-R	MILEAGE RES/NON-R
O'FALLON	\$575/\$800	\$575/\$800	\$575/\$800	\$575/\$800	\$350/\$500	\$350/\$500	\$10.00
Proposed Increase	\$1,000.00	\$800/\$1000	\$800/\$1000	\$775/\$1000	\$700/\$900	\$500/\$700	\$12.00

Attachment B

RESOLUTION NO. 16-17-___

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MASCOUTAH
ESTABLISHING EMS SERVICE FEES**

In accordance with Ordinance #03-113, an Ordinance consolidating City fees and establishing a schedule of fees by Resolution action.

WHEREAS, said Fees Code adopted by the City of Mascoutah shall be paid in accordance with the Schedule of Fees established by Resolution action, and;

WHEREAS, the City Council has determined that the schedule of fees should be revised and consolidated;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MASCOUTAH, ILLINOIS that the following Schedule of Fees be adopted:

SCHEDULE OF FEES

EMS Service Rates

Specialty Care (res/non-res)	\$1,000
ALS-2 (residential)	\$800
ALS-2 (non-residential)	\$1,000
ALS Emergency (residential)	\$800
ALS Emergency (non-residential)	\$1,000
ALS Non-Emergency (residential)	\$775
ALS Non-Emergency (non-residential)	\$1,000
BLS Emergency (residential)	\$700
BLS Emergency (non-residential)	\$900
BLS Non-Emergency (residential)	\$500
BLS Non-Emergency (non-residential)	\$700
Oxygen/ Cardiac Monitor Use	\$30 per use
Treatment w/o Transport	\$150
Mileage (res/non-res)	\$12.00 per mile

BE IT FURTHER RESOLVED, that the fees listed in this Resolution supercede all fees listed in the City Code of Ordinances, and any fees not listed will remain in tact until they are amended by a further Resolution.

Attachment C

PASSED AND ADOPTED by the CITY COUNCIL of the CITY OF MASCOUTAH on the 3rd day of April, 2017, by the following votes, to wit:

AYES	-	.
NAYS	-	.
ABSENT	-	.

APPROVED:

Gerald Daugherty
Mayor
CITY OF MASCOUTAH

ATTEST:

Kari D. Haas, City Clerk
(SEAL)

I, Kari D. Haas, City Clerk of the CITY OF MASCOUTAH, hereby certify that the foregoing is a true copy of the Resolution duly and legally adopted by the CITY COUNCIL OF THE CITY OF MASCOUTAH at a regular meeting of said body.

DATE CERTIFIED: _____

CITY OF MASCOUTAH

Staff Report

TO: Honorable Mayor & City Council
FROM: Cody Hawkins – City Manager
SUBJECT: Policy Resolution – Social Media

MEETING DATE: April 3, 2017

REQUESTED ACTION:

Council approval of a Resolution adopting a social media policy for the City of Mascoutah.

BACKGROUND & STAFF COMMENTS:

Council has had discussions at previous City Council meetings regarding the City of Mascoutah beginning to use social media sites. The attached resolution includes a policy for the administration and monitoring of City social media sites.

RECOMMENDATION:

Council approval and adoption of resolution.

SUGGESTED MOTION:

I move that the Council approve and adopt Resolution No. 16-17-____, a Resolution adopting a social media policy for the City of Mascoutah.

Prepared By: Kari D. Haas
Kari D. Haas, City Clerk

Approved By: Cody Hawkins
Cody Hawkins, City Manager *ms*

Attachments: A – Resolution

RESOLUTION NO. 16-17-__

**A RESOLUTION ADOPTING A POLICY FOR THE CITY OF MASCOUTAH
SOCIAL MEDIA**

WHEREAS, the City desires to adopt policies to establish guidelines for postings and announcements to be included on City of Mascoutah social media pages.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY
COUNCIL OF THE CITY OF MASCOUTAH:**

SECTION 1: The City of Mascoutah does hereby adopt the Social Media Policy, copy of which is marked "Exhibit A" and incorporated herein by reference.

SECTION 2: The aforementioned policy will be posted on the City of Mascoutah's website and social media pages.

ADOPTED and APPROVED by the Mayor and City Council of the City of Mascoutah this 3rd day of April, 2017, A.D.

Mayor

ATTEST:

City Clerk
(SEAL)

Attachment A

SOCIAL MEDIA POLICY

Purpose:

The purpose of the City of Mascoutah on social media is to disseminate information to City residents and others about City activities and events.

Approval and Administration:

The City Manager or his designee shall be responsible for the administration and supervision of the social media networking sites of the City. The City Manager and his designee shall be trained regarding the terms of this policy and their responsibilities to review content to ensure that it complies with this policy and furthers the government's goals.

Social Media Policy:

The City of Mascoutah accepts no responsibility or liability for any data, text, software, music, sound, photographs, images, video, messages, or any other materials whatsoever generated by users and publicly posted on its social media pages. The City of Mascoutah does not guarantee or warrant that any information posted by users is correct, and disclaims any liability for any loss or damage resulting from reliance on any such information. Any content, views, opinions and/or responses to questions submitted by users, are solely the views, opinions and responsibilities of the person submitting them and do not necessarily reflect the opinions of the City of Mascoutah.

The City of Mascoutah expects that users will treat each other respectfully. The City of Mascoutah reserves the right to alter, delete or remove (without notice) any content and remove or ban users at its absolute discretion for any reason whatsoever and to terminate user access to its social media pages. Comments containing any of the following inappropriate content will not be permitted and are subject to removal and/or restriction:

1. Comments not related to the original topic, including random or unintelligible comments;
2. Profane, obscene, violent, sexual, or pornographic content and/or language;
3. Content that promotes, fosters, or perpetuates discrimination on the basis of race, color, age, religion, gender, sexual orientation, or national origin;
4. Defamatory statements or personal attacks;
5. Threats to any person or organization;
6. Solicitation of commerce, including advertising of any business or product for sale;
7. Conduct in violation of any federal, state, or local law;
8. Encouragement of illegal activity;
9. Information that may tend to compromise the safety or security of public or public systems;
10. Spam or links to other sites;
11. The promotion of services, products, or activities not related to government business;
12. Content in support of or opposition to political campaigns or ballot measures;
13. Information about a user that is private or personal; or
14. Content that violates a legal ownership interest, such as a copyright or trademark.

The City of Mascoutah will not respond to comments or questions by users or residents posted on social media sites unless it is deemed necessary. All users and residents are encouraged to contact the City directly with any questions or concerns by contacting the appropriate department

at City Hall through the use of phone, email or website contact form.

The City of Mascoutah social media sites and its users shall comply with all applicable federal, state, and local laws, regulations and policies. Any content posted on a government site is subject to the Freedom of Information Act and record retention laws. In addition, content posted on social media sites may be subject to e-discovery laws.

In addition, do not misrepresent yourself or take on the identity of someone else while using these social media services. If you believe that someone has misrepresented your identity on the social media sites, please contact the Mascoutah Police Department. The City of Mascoutah may report to any social media corporate office all users posting inappropriate or offensive material and shall not be obliged to reinstate any individual it blocks.

CITY OF MASCOUTAH

Staff Report

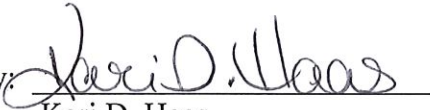
TO: Honorable Mayor & Council
FROM: Cody Hawkins – City Manager
SUBJECT: **City Manager Employment Contract Approval**
MEETING DATE: April 3, 2017

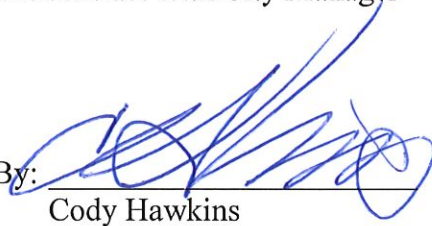
REQUESTED ACTION:
Approval of City Manager employment contract.

BACKGROUND & STAFF COMMENTS:
Per discussion at the previous City Council Executive Session meeting, attached is the employment contract for the City Manager to be approved.

RECOMMENDATION:
Council approval of employment contract, as attached.

SUGGESTED MOTION:
I move that the City Council approve the terms of the employment contract with City Manager Cody Hawkins.

Prepared By: 
Kari D. Haas
City Clerk

Approved By: 
Cody Hawkins
City Manager

Attachments: A – Contract

EMPLOYMENT CONTRACT

This Employment Contract entered into this 30th day of April, 2017, A.D. by and between the City of Mascoutah, a municipal corporation, St. Clair County, Illinois, hereinafter called the "City", and, Cody Hawkins, hereinafter called the "City Manager".

IT IS AGREED AS FOLLOWS:

1. That Cody Hawkins' employment as the City Manager of the City of Mascoutah, is continued effective May 1, 2017.

2. Duties – The City Manager shall assume and faithfully discharge the responsibilities of operating the day-to-day business of the City in accordance with Chapter 3 entitled "Administration" of the City Code of Ordinances, as amended, and Chapter 65 ILCS, Article V, as amended, of the Illinois Compiled Statutes (65 ILCS 5/5-3-7).

3. Additional Obligations – The City Manager shall devote his full time, skill, and labor to the City, and is on-call at all times. The City Manager shall not engage in any other business or calling of a permanent nature.

4. Salary – That the annual salary for the City Manager shall be one hundred one thousand nine hundred eleven dollars (\$101,911), payable biweekly. Subsequently, salary reviews and increases, if deemed appropriate by the City, will be given on the second City Council meeting in April, effective May 1st.

5. Benefits – The City, in addition to the above salary, shall furnish the same fringe benefits that are being furnished to all non-union city employees, including, but not limited to: health insurance, life insurance, dental insurance, and payment into the Illinois Municipal Retirement Fund, in accordance with Chapter 28 entitled "Personnel Code" of the City Code of Ordinances, as amended.

6. Holidays and Sick Leave – The City Manager shall have as holidays those holidays presently recognized by the City for all other non-union employees, and the City Manager shall also receive sick leave as set forth for all other non-union employees of the City, in accordance with Chapter 28 entitled "Personnel Code" of the City Code of Ordinances, as amended.

7. Vacation – The City Manager shall receive twenty (20) working days of vacation per year. Vacation shall be scheduled for no more than seven (7) consecutive working days without prior approval of the City Council.

8. Expenses – Any out-of-pocket expenses for official travel, meetings, school or seminars shall be paid per City policy by the City or reimbursed to the City Manager. Proposed expense payments/reimbursements will be reviewed by the Mayor, and are subject to the Mayor's approval prior to payment/reimbursement.

Attachment A

9. Evaluation – A formal evaluation will be completed by the Mayor and Council by the 15th of March of each year (to coincide with the budget calendar). A semi-annual informal review will be conducted by the 15th of October of each year to discuss performance and status of goals and objectives.

10. Termination – The City Manager can be terminated upon a vote of a majority of the City Council. In the event the City Manager is terminated, he shall be entitled to six (6) months salary as severance pay.

11. Disability – In the event of the death or incapacity of the City Manager, this contract is subject to termination. Incapacity shall be defined as the City Manager's inability to perform and fulfill all of the City Manager's duties and obligations as defined by Illinois and federal law, City Code and City Policy, for a period of three (3) consecutive months or more.

12. Vehicle – The City Manager shall receive a monthly vehicle allowance of four hundred fifty dollars (\$450.00).

13. Resignation – In the event the City Manager retires or resigns, he is required to provide forty-five (45) days written notice.

14. Term – This contract shall be in full force and effect until April 30, 2020. After such time, the City Manager is subject to and shall be governed by the provisions set forth within the City Code, and all subsequent amendments thereto.

15. Indemnification – The City shall defend and indemnify the City Manager as related to discharge of duties as provided for in State law.

IN WITNESS WHEREOF we have set our hands and seals the date above written.

CITY OF MASCOUTAH

By _____
Mayor

Attest:

City Clerk

City Manager