

**AGENDA
CITY OF ST. CHARLES
GOVERNMENT OPERATIONS COMMITTEE
ALD. BILL TURNER, CHAIR**

**MONDAY, MAY 20, 2013
IMMEDIATELY FOLLOWING CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
2 E. MAIN ST.**

- 1. Call to Order**
- 2. Roll Call**
- 3. Omnibus Vote**
None.
- 4. Mayor's Office**
 - a. Recommendation to approve a Class E1 liquor license for Sculpture in the Park.
- 5. Human Resources Department**
 - a. Recommendation to approve Terms of Business Agreement from Moran Consulting, Inc. in an amount not to exceed \$26,900.
 - b. Recommendation to approve a Resolution Authorizing the Director of Human Resources to Execute a Letter of Agreement between the City of St. Charles and Laurus Strategies.
 - c. Recommendation of a proposal from CCMSI in the amount of \$19,615 for third party administration services for workers' compensation services for fiscal year 2013/2014.
- 6. Inventory Control Division**
 - a. Recommendation to award 2013/14 Hauling/ Excavation bid to S. Schroeder Trucking, Inc., Villa Park, at unit costs provided on the Bid Results.
 - b. Recommendation to award the bid for 2013/14 Spoils Dumping (Tipping Fees) to C H Hager Excavating, Inc. (West Chicago).
 - c. Recommendation to waive the bid process and accept the quotations for office supplies to Staples Advantage and US Communities (on-line) for routine office supplies, and Illinois Paper & Copier Company (Bolingbrook) for multiuse paper.
 - d. Recommendation to award 2013/4 low bid to S. Schroeder Trucking, Inc. (six [6] pits), for six (6) types of stone and gravel, and Koz Trucking, Inc. for four (4) types of stone and gravel and hauling.
 - e. Recommendation to approve Ordinances Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles to two licensed firearms dealers

(Streicher's \$2,675 and Alpha Armament Co. \$3,750), and approve destroying an Intra-Tec 9.

7. Finance Department

- a. Monthly Update regarding City's Financial Results for March 2013 – Information Only.

8. Executive Session

- Personnel
- Pending Litigation
- Probable or Imminent Litigation
- Property Acquisition
- Collective Bargaining
- Review of Minutes of Executive Sessions

9. Additional Items

10. Adjournment



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to approve a Class E1 liquor license for Sculpture in the Park

Presenter: Mayor Rogina

Please check appropriate box:

x

Government Operations (5/20/13)

Government Services

Planning & Development

City Council

Estimated Cost:

Budgeted:

YES

NO

If NO, please explain how item will be funded:

Executive Summary:

The St. Charles Park District plans to hold their second annual event to celebrate the opening of the Sculpture in the Park event. They plan to have a wine station at the pavilion, the sidewalk surrounding the pavilion area will be roped off, and attendees 21 and over will be given wristbands.

Because the event is open to the public, a Class E1 (special event) liquor license is required. Three liquor supervisors will be on hand and their BASSET cards are attached.

Attachments: *(please list)*

Police Department Memo

Class E1 Application packet

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve a Class E1 liquor license for Sculpture in the Park.

For office use only

Agenda Item Number: 4a

Police Department



Memo

Date: 5/16/2013
To: Cmdr. Gatlin
From: Ofc. B. Tynan #353
Re: "Sculpture in the Park" Reception /St. Charles Park District

The purpose of this memo is to document the background investigation of the St. Charles Park District pursuant to its application for a Class E-1 liquor license.

Applicant
Holly Wiggins (for the St. Charles Park District)
8 North Avenue
St. Charles, IL 60174
630-513-6200

On 05/16/13 I spoke with St. Charles Park District Community Center Supervisor Holly Wiggins and advised her of this investigation. She relayed, in summary, that the park district hosts an annual gathering at Mt. St. Mary's Park to seek donations and backers for the "Sculpture in the Park" program. This year's event is set for 06/14/13 from 1700 to 1900. Prior to last year, the park district had always hosted the event in morning hours with coffee and donuts. That would generally bring approximately 25 to 30 people. Last year the time of the event was changed to the evening hours, and wine was offered for the first time. This brought out 120 people. The park district is anticipating approximately 150 people for this year's event.

Wiggins stated the pavilion at Mt. St. Mary's Park will be utilized as the wine station. The sidewalk surrounding the pavilion will be roped off, and attendees 21 and over will be given wristbands, and two tickets for a glass of wine. Signs will be posted that the wine will not be allowed outside the roped off area.

Wiggins stated there were no issues last year with anybody leaving the designated area with wine. She stated she was the last to leave the event last year, and left the area between 1930 and 1945. She stated if there was anybody milling around the area, they were there just to be in the park, and they did not have alcohol provided by the park district.

Three liquor supervisors will be on hand, and their BASSET cards are attached. Also attached are the site plan, and a certificate of liability insurance.

This concludes this investigation.

WBT

For Office Use
Received:
Fee Paid: \$
Receipt #

NON-REFUNDABLE
CITY OF ST. CHARLES
TWO EAST MAIN STREET
ST. CHARLES, ILLINOIS 60174-1984



CITY LIQUOR DEALER LICENSE APPLICATION
CLASS E1 – NOT-FOR-PROFIT LICENSE
CLASS E3 – KANE COUNTY FAIR

Pursuant to the provisions of Chapter 5.08, Alcoholic Beverages, of the City of St. Charles Municipal Code regulating the sale of alcoholic liquors in the City of St. Charles, State of Illinois and all amendments thereto now in force and effect.

The undersigned hereby makes application for a Liquor Dealer License, Class E1 – Not-For-Profit License or E3 – Kane County Fair
Commencing 6/14/13 and ending 6/14/13
Time Starting 5:00pm and ending 7:00pm
Location of Event Mt. St. Mary Park

Name of Business St. Charles Park District
Address of Business 8 North Avenue Business Phone 630-513-6200
Is the Applicant a Not-For-Profit Organization? yes
Authorized Agent Holly Wiggins Title Community Center Supervisor
Has Applicant had a Class E1 License in the previous 365 days? yes If YES, on what date: 06/15/13
Does Applicant have Dram Show Insurance? _____ If YES, attach evidence of insurance.

Requirements of a Class E1 – Not-For-Profit License

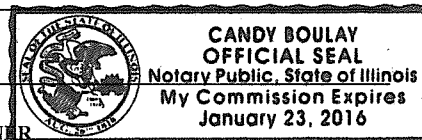
1. The Class E1 license fee is \$50.00 per day.
2. A minimum of three (3) liquor supervisors shall monitor liquor service during all times of operation. **Please provide a list of all supervisors with this application.**
3. Liquor supervisors shall be members of the organization holding the license.
4. Beer and/or Wine are the only alcoholic beverages to be sold.
5. Hours are restricted to 12 noon to 11:00 p.m.
6. Licensee must rope/fence off the licensed premises.
7. Are children/minors permitted in the licensed premises? YN
8. Each patron **must wear a wristband** after having identification checked for legal alcohol consumption age.
9. A sign limited beer and/or wine consumption to the roped off area must be conspicuously displayed at all times.
10. **Each server of alcohol must be BASSET certified – need copy of BASSET certification.**
11. A copy of site plan diagram to include roped area shall accompany this application.
12. All security/police resources needed shall be attached to this application with approval of the Chief of Police before final issuance by Liquor Commissioner.

Affidavit

State of Illinois)
County of Kane)

I/We, the undersigned, being first duly sworn, say that I/we have read the foregoing application and that the statements therein are true, complete, and correct and are upon my/our personal knowledge and information and are made for the purpose of inducing the City of St. Charles to issue the Liquor Dealer License, Class E1 to me/us for the location hereinbefore indicated; that I/we will not violate any of the laws of the United States, the State of Illinois or the City Ordinances of the City of St. Charles.

Signed: Holly Wiggins Signed: _____
Sworn to before me this 30th day of April, 2013.
Notary Public Candy Boulay



ENDORSEMENT OF THE LIQUOR CONTROL COMMISSIONER

Approved: _____ Date: _____ Chief of Police: _____
Approved: _____ Date: _____ Liquor Commissioner: _____

CERTIFICATE OF COVERAGE

Name and Address of Agency

Park District Risk Management Agency
P.O. Box 4320
Wheaton, IL 60189-4320
(630) 769-0332

Name and Address of Member

St. Charles Park District
101 S. Second Street
St. Charles, IL 60174

SCOPE OF COVERAGE

The Park District Risk Management Agency (PDRMA) is an intergovernmental self-insurance and risk management pool established under the constitution and the statutes of the State of Illinois to provide coverage for its members against certain claims and losses. Each member of PDRMA is entitled to the scope and amounts of coverage set forth below. In addition, PDRMA may extend the same scope of coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, and amendments that are applicable to the members.

The above named entity is a member in good standing of the Park District Risk Management Agency. The scope of coverage provided by the agency may, however, be revised at any time by the actions of PDRMA's governing body. As of the date this certificate is issued, the information set out below accurately reflects the scope of coverage established for the current coverage year. This document may not be used to extend Additional Insured status to the certificate holder or any other individual/organization/entity.

Scope of Coverage		Coverage Dates	Limits Each Occurrence	In millions (000,000)
General Liability x Commercial general liability x Occurrence		1/1/2012-12/31/2012	Bodily Injury and Property Damage combined	3
			Personal Injury	3
Automobile Liability		1/1/2012-12/31/2012	Bodily Injury and Property Damage combined	3
Workers' Compensation		1/1/2012-12/31/2012		Statutory
Employer's Liability		1/1/2012-12/31/2012		3
Liquor Liability		1/1/2012-12/31/2012		3

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

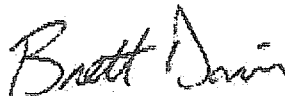
Liquor Liability Insurance for Pottawatomie Golf Course.

Certificate Holder

City of St. Charles

Cancellation

Should any of the above described coverages be cancelled before the expiration date thereof, PDRMA will endeavor to mail 30 days written notice to the certificate holder, but failure to do so shall impose no obligation or liability of any kind upon PDRMA, its members, agents or representatives.



Authorized Representative

Date Issued: 6/28/2012

© 2011 PDRMA

THIS IS YOUR POCKET CARD WHICH MAY BE USED
FOR PROOF OF CERTIFICATION

SELLER / SERVER CERTIFICATION

5A-0062851

Jeff Leiken

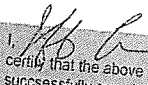
**learn2
serve**
learn2serve.com

THIS CERTIFIES THAT

Tim J Timberlake

HAS COMPLETED AN APPROVED LEARN2SERVE
SELLER / SERVER TRAINING PROGRAM

Certificate ID: IL39053
Effective Date: 5/2/2011
Expiration Date: 5/2/2014

I, 
certify that the above named person
successfully completed an approved
Learn2serve Seller/Server course.

**learn2
serve**

Questions?
www.learn2serve.com
help@learn2serve.com
1.800.442.1149

THIS IS YOUR POCKET CARD WHICH MAY BE USED
FOR PROOF OF CERTIFICATION

SELLER / SERVER CERTIFICATION

5A-0062851

Jeff Leiken

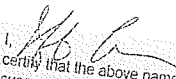
learn2serve.com

THIS CERTIFIES THAT

Michael A Way

HAS COMPLETED AN APPROVED LEARN2SERVE
SELLER / SERVER TRAINING PROGRAM

Certificate ID: IL49833
Effective Date: 6/5/2012
Expiration Date: 6/5/2015


certify that the above named person
successfully completed an approved
Learn2serve Seller/Server course.

**learn²
serve**

Questions?
www.learn2serve.com
help@learn2serve.com
1.800.442.1149

THIS IS YOUR POCKET CARD WHICH MAY BE USED
FOR PROOF OF CERTIFICATION

SELLER / SERVER CERTIFICATION

5A-0062851

Jeff Leiken

learn2serve.com

THIS CERTIFIES THAT

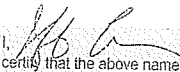
Holly M Gardels

HAS COMPLETED AN APPROVED LEARN2SERVE
SELLER / SERVER TRAINING PROGRAM

Certificate ID: IL50024

Effective Date: 6/14/2012

Expiration Date: 6/14/2015


certify that the above named person
successfully completed an approved
Learn2serve Seller/Server course.

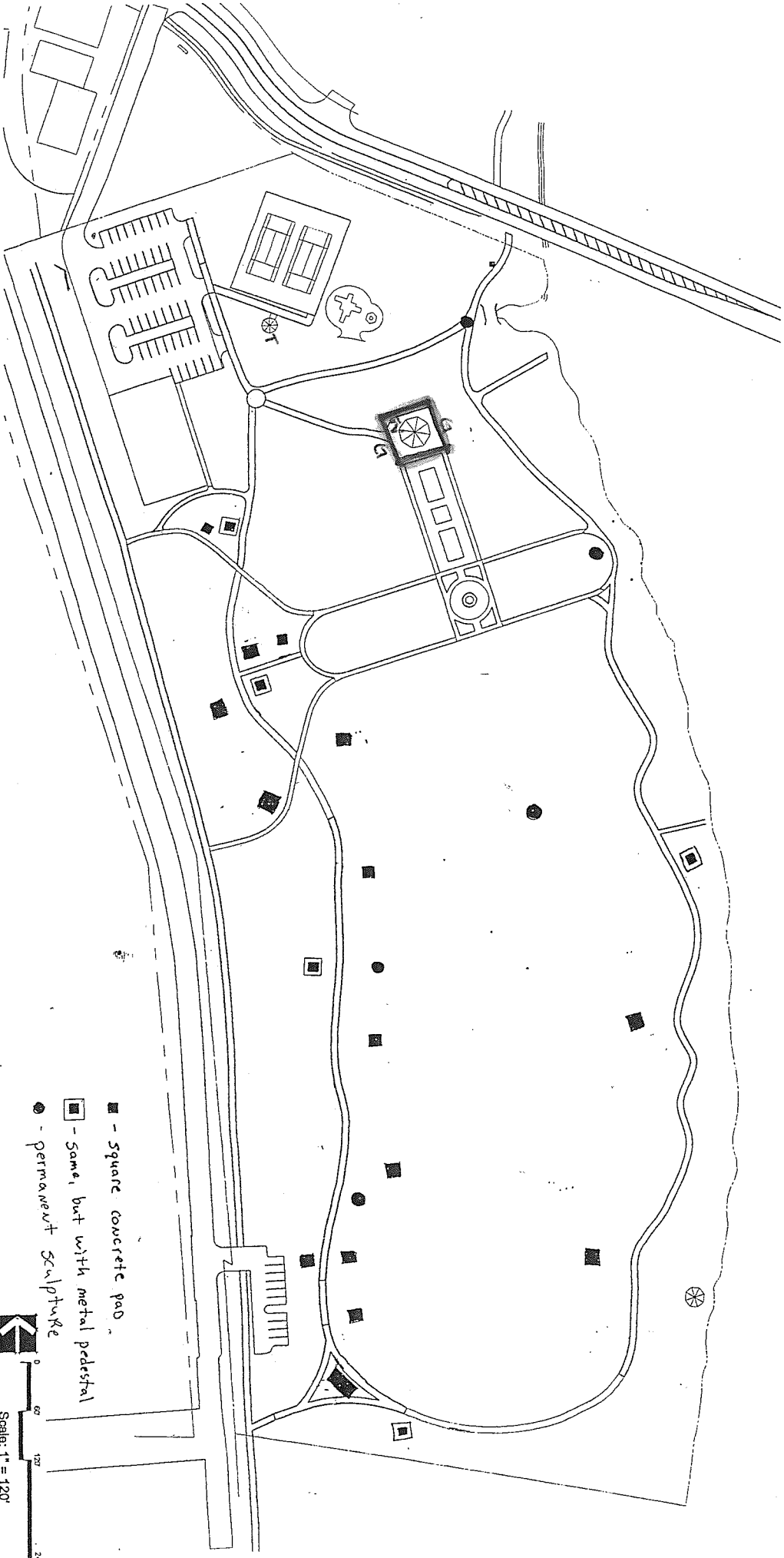
**learn²
serve**

Questions?
www.learn2serve.com
help@learn2serve.com
1.800.442.1149

Sculpture in the Park Reception

* red box indicates roped off area

SCULPTURE EXHIBIT PLAN
MT. ST. MARY PARK
 ST. CHARLES PARK DISTRICT



- - Square concrete pad
- - Same, but with metal pedestal
- - permanent sculpture



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to approve Terms of Business Agreement from Moran Consulting, Inc., in an amount not to exceed \$26,900

Presenter: Kathy Livernois

Please check appropriate box:

X	Government Operations – 5/6/13		Government Services
	Planning & Development		City Council -5/20/13
	Public Hearing		

Estimated Cost:	Not to exceed \$26,900	Budgeted:	YES	x	NO	
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If NO, please explain how item will be funded:

Executive Summary:

Four RFP's were received. Moran Consulting, Inc. was not the least expensive, we but chose them due to:

- Their expertise in customer experience training with other municipalities
- Our past experience with them
- Their comprehensive and customizable materials and resources.

The cost to train 310 employees is \$86.75 per person for a total of \$26,900.

Attachments: *(please list)*

Terms of Business Agreement

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve Terms of Business Agreement from Moran Consulting, Inc., in an amount not to exceed \$26,900.

For office use only:

Agenda Item Number: 5a.

TERMS OF BUSINESS

Wherein Moran Consulting, Inc. of 833 West Belle Plaine, Chicago, Illinois, agrees to provide consulting, facilitation, instruction services and materials to the organization herein named as Project Sponsor.

Project Sponsor

Kathy Livernois
Director of Human Resources
630-377-4446

Project Location

City of St. Charles, Illinois
2 East Main Street
St. Charles, IL 60174

Project Scope:

Moran Consulting Inc. will provide the following services to City of St. Charles, Illinois on the dates noted below:

Service Essentials for Everyone

Dates: October 10, 21, 24, 29, 30, 31

310 participants

- 11 half-day sessions
- Participant Manuals for each participant

Travel:

Travel expenses will be the responsibility of the client, not to exceed \$250. Travel expenses may include airfare, lodging, ground transportation, meals and other related expenses. Moran Consulting will adhere to travel guidelines provided by the client. Travel expenses will be invoiced upon completion of the training.

Shipping:

Shipping expenses will be the responsibility of the client, not to exceed \$150. Shipping may include shipment of participant manuals and other training supplies. Shipping expenses will be invoiced upon completion of the project.

Project Scheduling and Enrollment:

It is understood that the City of St. Charles, Illinois is responsible to coordinate meeting attendance by key department personnel. The communication for the project will come from Kathy Livernois or Jennifer Kuhn.

Cancellation and Postponement of Meetings:

Moran Consulting, Inc. cannot be responsible for last minute meeting cancellations. However, our goal is to provide the City of St. Charles, Illinois with as much flexibility and service to this process as possible.

City of St. Charles, Illinois may for any reason cancel or postpone any activity covered in this contract without penalty, providing Moran Consulting, Inc. receives written notice of such cancellation or postponement at least 20 calendar days prior to the first day scheduled for the project. However, City of St. Charles, Illinois agrees to pay Moran Consulting, Inc. 50% of the fee for any project cancelled or postponed within 8-19 days notice, and 100% of the fee with 7 days or less notice.

Confidentiality and Proprietary Information:

The Moran Consulting Inc. consultants agree that during or after the termination of this agreement, not to reveal trade secrets or confidential information or other relevant information to any person or firm.

Intellectual Property and Copyright:

City of St. Charles, Illinois recognizes the sole ownership by Robert Moran of Moran Consulting, Inc. of the copyrights and trademarks, and of the methods, systems, ideas and programs used. Further, City of St. Charles, Illinois agrees not to reproduce, or to allow others to use or reproduce, in any form, any Moran Consulting, Inc. tools or instruments unless permission is granted in writing.

Moran Consulting, Inc.

Date:

City of St. Charles, Illinois

Date

Andrew P. Peck
Director of Operations

Kathy Livernois
Director of Human Resources

Return to Moran Inc. via:
Fax # 773-388-9442 or
Email: service@moraninc.com



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to approve a Resolution Authorizing the Director of Human Resources to Execute A Letter of Agreement between the City of St. Charles and Laurus Strategies
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Presenter:	Lynn Creedon
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Please check appropriate box:

X	Government Operations – 5/20/13		Government Services
	Planning & Development		City Council – 6/3/13
	Public Hearing		

Estimated Cost:	\$40,000	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

Attached is a letter of agreement with Laurus Strategies, dated May 8, 2013, to provide benefit strategy, design, pricing, procurement, and ongoing management of the City's health plans in the amount of \$40,000 for the period May 1, 2013, through April 30, 2014. The fee has not increased since 2008. The next RFP/review process for insurance administration services is scheduled for fall 2013.

Attachments: *(please list)*

Letter of Agreement with Laurus Strategies dated May 8, 2013.
Proposed resolution authorizing execution of same.

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve a Resolution Authorizing the Director of Human Resources to Execute A Letter of Agreement between the City of St. Charles and Laurus Strategies.

For office use only:

Agenda Item Number: 5b

Laurus Strategies
55 West Monroe
Suite 500
Chicago, IL 60603
Tel: (312) 431-0450



People. Capital. Risk.

May 8, 2013

Ms. Kathy Livernois
The City of St. Charles
2 East Main Street
St. Charles, IL 60174-1984

Re: Letter of Agreement

Dear Kathy:

This letter serves to provide a written understanding of the services Laurus Strategies, Inc. will provide to The City of St. Charles and the fee arrangement for those services. Laurus will assist The City with overall benefit strategy, design, pricing and the procurement and ongoing management of the Health and Welfare plans.

The final fee structure as agreed to is as follows:

Fees:

- ◆ May 1, 2013 through April 30, 2014 - \$40,000

Assumptions:

- Centralization of decision making for benefit strategy and implementation
- Quarterly centralized service meetings
- 275 estimated employees
- Services commence May 1, 2013
- Fees assume a one year commitment
- Payments due upon receipt of monthly invoices

Laurus Strategies may also receive commissions from various vendors with City of St. Charles; in addition we acknowledge that your company may maintain and accept a contingent or bonus compensation program with vendors. These compensation programs may be based upon variable factors, such as the volume or profile of insurance business placed, and the persistency (retention) of insurance business in which Laurus Strategies may participate.

If there is a change in the scope of the activities agreed upon, Laurus Strategies reserves the right to modify its fees based on Laurus Strategies hourly billing rates at the time of the change.

This agreement will remain in effect for one year and renews automatically unless either party to this agreement provides 90 day written notice of change in the terms of this agreement.

Sincerely,

Kevin Klotz
Principal

Accepted by City of St. Charles:

By: _____

Title: _____

Date: _____

City of St. Charles, Illinois
Resolution No. _____

**A Resolution Authorizing the Director of Human Resources
to Execute A Letter of Agreement between the
City of St. Charles and Laurus Strategies**

**Presented & Passed by the
City Council on _____**

WHEREAS, the Human Resources Department conducted a formal and comprehensive proposal and review process in 2011 for benefit administration; and

WHEREAS, this formal review and proposal process determined that Laurus Strategies provided the best service at the best cost for administration of City employee benefits; and

WHEREAS, the last Letter of Agreement with Laurus Strategies dated April 12, 2011, to provide benefit strategy, design, pricing, procurement, and ongoing management of the City's health plans for two years at \$40,000 for each fiscal year expired on April 30, 2013; and

WHEREAS, Laurus Strategies has provided a Letter of Agreement dated May 8, 2013, to provide benefit strategy, design, pricing, procurement, and ongoing management of the City's health plans for the fiscal year May 1, 2013, through April 30, 2014, in the amount of \$40,000; and

WHEREAS, the current proposed Letter of Agreement represents no fee increase since 2008; and

WHEREAS, the next formal review and proposal process is scheduled for fall 2013.

NOW THEREFORE, be it resolved by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that the attached Letter of Agreement between the City of St. Charles and Laurus Strategies, dated May 8, 2013, to provide benefit administration of the City's health plans for fiscal year 2013/14 is hereby approved and the Director of Human Resources is authorized to sign same.

PRESENTED to the City Council of the City of St. Charles, Illinois, this _____ day of _____ 2013.

PASSED by the City Council of the City of St. Charles, Illinois, this _____ day of _____ 2013.

Resolution No. _____

Page 2

APPROVED by the Mayor of the City of St. Charles, Illinois, this _____ day of
_____ 2013.

Raymond P. Rogina, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation of a proposal from CCMSI in the amount of \$19,615 for third party administration services for workers' compensation services for fiscal year 2013/2014

Presenter: Lynn Creedon

Please check appropriate box:

☒ Government Operations – 5/20/13

☐ Government Services

☐ Planning & Development

☐ City Council – 6/3/2013

☐ Public Hearing

Estimated Cost: \$19,615

Budgeted:

☐ YES

☒ X

☐ NO

If NO, please explain how item will be funded:

Executive Summary:

The City issued an RFP in 2008 for workers' compensation third party administration services. CCMSI was selected as the vendor, with both the lowest price and best service. Their proposed service fees have decreased over the past four years, from \$32,100 in 2008/09, to \$30,150 in 2009/10, to \$28,225 in 2010/2011, to \$27,775 in 2011/2012, to \$23,539 in 2012/13. This year's proposal reflects another decrease to \$19,615. This year's Fee and Payment Schedule addendum to the original contract changes the effective date to match the City's fiscal year. Part of the savings is the result of the date change, but the savings also reflect our collaborative efforts to reduce the number and costs of workers' compensation claims over the years. Between 2007/08 and 2011/12 our total claims decreased from 95 to 44, and our total costs incurred decreased from \$1,773,810.94 to \$559,117.49. The next RFP for workers' compensation administration services is scheduled for this year. Once again, we would like to select CCMSI as the City's vendor for this fiscal year.

Attachments: *(please list)*

Fee Proposal Effective July 1, 2013 – April 30, 2014

Recommendation / Suggested Action *(briefly explain):*

Recommendation of a proposal from CCMSI in the amount of \$19,615 for third party administration services for workers' compensation services for fiscal year 2013/2014.

For office use only:

Agenda Item Number: 5c

**ADDENDUM TO SERVICE AGREEMENT BETWEEN
CITY OF ST. CHARLES AND
CANNON COCHRAN MANAGEMENT SERVICES, INC.**

THIS ADDENDUM is made and entered into this 1st day of July, 2013 by and between City of St. Charles (the "Client") and Cannon Cochran Management Services, Inc., ("CCMSI"), a Delaware corporation. By this Addendum, the July 1, 2012 to June 30, 2013 Service Agreement is automatically continued with the pricing provisions outlined below. This pricing is effective on July 1, 2013 and terminates on April 30, 2014.

FEE AND PAYMENT SCHEDULE

Life of this Agreement: July 1, 2013 – April 30, 2014 (10 months)									
<i>Services:</i>	<i>Fees:</i>								
Claims Administration (minimum)	\$15,449								
CCMSI will manage newly reported Workers Compensation claims for the life of this Agreement for a per claim fee as follows:									
<table border="1"> <thead> <tr> <th>CLAIM TYPE</th><th>Fees</th></tr> </thead> <tbody> <tr> <td>Indemnity</td><td>\$824 Per Claim up to 9 claims</td></tr> <tr> <td>Medical Only</td><td>\$144 Per Claim up to 21 claims</td></tr> <tr> <td>Incident Only</td><td>\$35 Per Claim up to 21 claims</td></tr> </tbody> </table>		CLAIM TYPE	Fees	Indemnity	\$824 Per Claim up to 9 claims	Medical Only	\$144 Per Claim up to 21 claims	Incident Only	\$35 Per Claim up to 21 claims
CLAIM TYPE	Fees								
Indemnity	\$824 Per Claim up to 9 claims								
Medical Only	\$144 Per Claim up to 21 claims								
Incident Only	\$35 Per Claim up to 21 claims								
Claims will be analyzed by the number of claims as well as the type of claim on an on-going basis and priced on a per claim fee as outlined above. Any additional charges over the minimum claim volume will be billed at the expiration of the policy term and quarterly thereafter.									
<p><i>The flat rate unit prices quoted includes:</i></p> <ul style="list-style-type: none"> • Prompt and courteous customer service • Timely investigation and determination of compensability in accordance with CCMSI Best Practices • Strict adherence to state workers compensation statutes and regulations, attendance at hearings, as required. • Preparation for and compliance with and response to regulatory audits • Timely payment of all legitimate claims • Fraud detection and prevention • Litigation Management 									
<p><i>Note: These prices do not include those costs typically identified and expense as allocated loss expenses. Please see the attached roster that details those typical allocated loss expense items. (ex. Field investigation & adjusting)</i></p>									

<p><u>Workers' Compensation Claim Definitions</u></p> <ul style="list-style-type: none"> • Indemnity Claims – Claims involving lost-time, questionable compensability, legal involvement, subrogation, second injury fund, probable permanent impairment/disability, jurisdictional issues, coverage issues or claims involving complex issues that are assigned or transferred to the indemnity adjuster for claims handling. • Medical Only Claims – Claims which have no issues of lost time, no evidence of other indemnity benefit exposure, no obvious question of compensability, no evidence of potential subrogation or second injury fund recovery, no evidence of problematic medical issues and no requirement or need for any formal statements. • Report Only/Incident Only Claims – Reported claims which require only input into RMIS system and requires no claims management activity. 	
<p>Annual Administration (7/1/13-4/30/14-10 months)</p>	<p>\$4,166</p>
<p>Annual Account Management Fee includes:</p> <ul style="list-style-type: none"> • Designated Account Manager • Client Specific Service Instructions • Preparation and participation in Quarterly claims reviews • Monthly loss runs and loss fund activities reports • Filing of all required state forms including state mandated assessments • Reporting to excess/fronting carrier • Computer set-up, training and client specific special analysis codes 	
<p>RMIS Fee</p>	<p>Included</p>
<p>Allows for three-user access. Additional user access would be \$250 per person.</p>	
<p>Loss Control Services</p>	<p>Included</p>
<p>CCMSI will provide 33 hours of loss control service. The Client shall remain fully responsible for the implementation and operation of its own safety programs and for the detection and elimination of any unsafe conditions or practices.</p> <p>Any additional services are available for rate of \$1000 per day plus expenses or priced per project.</p>	

Managed Care Service	See Detail						
<p>Provider Bill Re-pricing</p> <table> <tr> <td>Service</td><td>Fee</td></tr> <tr> <td>Fee schedule re-pricing</td><td>Flat Fee \$9.00 per bill</td></tr> <tr> <td>Usual and Customary re-pricing</td><td>Flat Fee \$9.00 per bill</td></tr> </table> <p><u>PPO Re-pricing</u></p> <p>Bills with additional PPO discount opportunities below the Fee Schedule will be billed at 30% of savings.</p> <p>Pharmacy Network Services</p> <p>Pharmacy Network services are priced at 33% of savings.</p> <p><u>Field Case Management</u></p> <p>CCMSI does not offer proprietary field case management or vocational rehabilitation services. These are available from third party providers at market price and the cost of these services would be captured as an allocated loss expense to the referral file.</p>	Service	Fee	Fee schedule re-pricing	Flat Fee \$9.00 per bill	Usual and Customary re-pricing	Flat Fee \$9.00 per bill	
Service	Fee						
Fee schedule re-pricing	Flat Fee \$9.00 per bill						
Usual and Customary re-pricing	Flat Fee \$9.00 per bill						
MMSEA Section 111 Reporting	\$25 Per Hit						
<p>CCMSI in conjunction with our reporting agent will comply with MMSEA Section 111 Reporting on behalf of City of St. Charles for a charge of \$25.00 per hit.</p> <ul style="list-style-type: none"> • All injury claims will be submitted to CMS for Medicare eligibility • CCMSI along with our reporting agent will report all claims meeting the reporting guidelines as set forth by CMS. 							
Special System Reports	\$125 an hour						
CCMSI will provide special reports, (reports not currently programmed or written) for a fee of \$125 per hour for system programming time. CCMSI will provide an estimate of charges before any work will be done.							
GRAND TOTAL	\$19,615						
Fee & Payment Schedule	Quarterly						
The quarterly installments will be due on the first day of July 2013, October 2013, January 2014 and April 2014.							

NOTE: All other terms and conditions as stated in the service agreement shall remain the same.

Executed this _____ day of _____,

CANNON COCHRAN MANAGEMENT SERVICES, INC.

By: _____
Rodney J. Golden

Its: Chief Operating Officer/Executive Vice President

CITY OF ST. CHARLES

By

Its:



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to award 2013/14 Hauling/
Excavation bid to S. Schroeder Trucking, Inc. at unit
costs specified

Presenter: Mike Shortall

Please check appropriate box:

X

Government Operations (5/6/13)

Government Services

Planning & Development

City Council

Estimated Cost: \$63,000

Budgeted:

YES

X

NO

If NO, please explain how item will be funded:

Executive Summary:

S. Schroeder Trucking, Inc., the 2013/14 majority low bidder for Hauling/Excavation, is on the attached Bid Results. The majority of the time these services go "hand in hand" as we have spoils hauled from St. Charles to South Elgin. We, therefore, recommend approval of 2013/14 hauling/excavation. Areas of work will be only on an as needed basis.

Attachments: *(please list)*

Bid Results (2013/14)

Recommendation/Suggested Action *(briefly explain):*

Recommendation to award 2013/14 Hauling/ Excavation bid to S. Schroeder Trucking, Inc. at unit costs specified.

For office use only:

Agenda Item Number: 6a

Supplier	Campton Construction 825 Hicks Dr. Elburn, IL 60119	Nagel Trucking & Materials, Inc., 1043 Paramount Pkwy., Batavia, IL 60510	V3 Co.	S. Schroeder Trucking, Inc., 600 N. Villa Ave., Unit #C, Villa Park, IL 60181	Stokes Excavating P O Box 4403 Aurora, IL 60507	Heritage Logistics, LLC, 28361 Diehl Rd., Unit #B, #338, Warrenville, IL 60555	C H Hager Excavating, Inc., 1 80 Grandlake Blvd., W. Chicago, IL 60185	Kendall Excating & Septic, LLC, P. O. Box 544, Yorkville, IL 60560
Semi Tractor/ Trailer	\$92/hr. Straight time; \$117/hr. Overtime \$150; \$180	No bids	No bids	\$86/hr. Straight time; \$92/hr. Overtime 150; 180	No bids	No bids	\$90/hr. Straight time; \$115/hr. Overtime 165; 188	No bids
Endloader				135; 158			140; 165	
Crawler/Loa der (3.25/yd)	160; 190			150; 160			155; 180	
1 ¼ yd. Track Excavator	160; 190							
Grader, 12 Ft. Blade	No bid			150; 160			175; 200	
Grader, 14 Ft. Blade	175; 205			150; 160			180; 205	
10 Yd. Dump Truck	No bid			75; 90			80; 105	
Crawler/Loa der (2.25/yd)	150; 180			125; 148			130; 150	
Crawler/ Dozer 9 Ft. Blade	175; 205			110; 132			145; 175	
Compactor	150; 180			140; 170			145; 175	
Vibratory Roller	\$140; \$170			140; 165			\$140; \$170	
Bobcat, 55" Bucket	140; 170			100; 116			110; 130	
Tractor/Low- boy Trailer	115; 140			99; 116			105; 120	
Laborer	95; 120			67; 94			70; 98	
CA-6 Grd. 8	No bid			\$10.80/ton			\$10.75/ton	
CA-1 3"	No bid			\$12.00/ton			12.25/ton	
CA-7 ¾" (delivered)							14.00/ton	

All prices are hourly rates.

RBW:cjb

Bid Recap Sheets\3-11813excavating-haulingblankbid



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to award the bid for 2013/14 Spoils Dumping (Tipping Fees) to C H Hager Excavating, Inc.

Presenter: Mike Shortall

Please check appropriate box:

☒ Government Operations (5/6/13)

☐ Government Services

☐ Planning & Development

☐ City Council

Estimated Cost: \$25,000

Budgeted:

YES

☒ X

NO

If NO, please explain how item will be funded:

Executive Summary:

Bids were opened. C H Hager Excavating, Inc., is the majority low bid to dump spoils (clean fill only). Unit cost is \$11/cubic yard (\$132/Load Including dump fee).

Attachments: *(please list)*

Bid Results

Recommendation/Suggested Action *(briefly explain):*

Recommendation to award the bid for 2013/14 Spoils Dumping (Tipping Fees) to C H Hager Excavating Inc.

For office use only:

Agenda Item Number: 6b

BID: 2013/14 TIPPING FEE—DUMPING CLEAN SPOILS **#130415**

BIDDER	\$/Semi Load	\$/6-Wheel Truck	\$/Cubic Yard
Koz Trucking, Inc., P. O. Box 279, Medinah, IL 60157	\$151.00	\$145.00	\$3.65
CH Hager Excavating, Inc., 180 Grandlake Blvd. W. Chicago, IL 60185	132.00	\$132/Load Including dump fee 125.00	\$95/Load for Cartage only 11.00
Schroeder Trkkg., Inc., 600 N. Villa Ave., Unit #C, Villa Pk., IL 60181	145.50	145.50	9.70

MWS:cjb



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to waive the bid process and accept the quotations for office supplies to Staples Advantage and US Communities for routine office supplies, and Illinois Paper & Copier Company for multiuse paper
Presenter:	Mike Shortall

Please check appropriate box:

X	Government Operations (5/6/13)		Government Services
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	\$	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

Quotations were solicited from vendors: Staples Advantage, Source One Office Products, US Communities, Garvey's Office Products, OfficeMax, Warehouse Direct, and Illinois Paper & Copier Company. Staples Advantage, US Communities, and Illinois Paper & Copier Company offered the best quality for an accepted cost. We used Staples Advantage and Illinois Paper & Copier Company last year.

Attachments: *(please list)*

Bid Waiver Form

Recommendation / Suggested Action *(briefly explain):*

Recommendation to waive the bid process and accept the quotations for office supplies to Staples Advantage and US Communities for routine office supplies, and Illinois Paper & Copier Company for multiuse paper.

For office use only:

Agenda Item Number: 6c

REQUEST FOR WAIVING BID PROCEDURE

We request the City Council to waive the bid procedure and accept the quotation (requiring two-thirds City Council vote) submitted by:

Staples Advantage, US Communities,
& Illinois Paper & Copier Co.

For the purchase of: routine Office Supplies & Multiuse Paper _____.

At a cost not to exceed: ___ cost as needed at time of order _____.

Reason for the request to waive the bid procedure: Staples Advantage, US
Communities, and Illinois Paper & Copier Co. offered the best quality for an
accepted cost._____

Other Quotations Received: Source One Office Products &
Warehouse Direct_____

Date: 1/14/13_____

Requested by: _____

Department Director: _____

Purchasing Manager: _____

THIS REQUEST FORM MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING COMMITTEE APPROVAL FOR WAIVING OF THE BID PROCEDURE. REQUESTS FORWARDED DIRECTLY TO THE CITY COUNCIL (AND BYPASSING COMMITTEE) MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING CITY COUNCIL APPROVAL. SUCH REQUESTS ARE TO BE OF AN EMERGENCY NATURE WHERE TIME IS OF THE ESSENCE.



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to award 2013/14 low bid to S. Schroeder Trucking, Inc. for six (6) types of stone and gravel, and Koz Trucking, Inc. for four (4) types of stone and gravel and hauling
Presenter:	Mike Shortall

Please check appropriate box:

X	Government Operations (5/6/13)		Government Services
	Planning & Development		City Council

Estimated Cost:		Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

Bids were opened on April 12 for 2013/14 stone & gravel. Low bid for each type of aggregate is determined. S. Schroeder Trucking, Inc. (Bartlett pit, Bluff City pit, and Kaneville pit; Carpentersville Quarry; LaFarge Fox River pit in South Elgin and Conco-Western pit in Elburn), submitted low bids for the following (including one [1] tie): Pea Gravel; FA1/6 Sand; Shot Rock; Agr. Limestone; CA-5, 1.5"; and picked up FA2 Sand. Koz Trucking, Inc. (no specified pit[s]), was low bid for: CA-7, ¾"; CA-6 Grade 8; delivered FA2 Sand; CA-1, 3"; Hauling; (tie for picked up Shot Rock). We anticipate having much more stone, gravel and sand delivered than we pick up ourselves, but do pick up for jobs.

Attachments: *(please list)*

Delivered & Picked Up Bid Results

Recommendation/Suggested Action *(briefly explain):*

Recommendation to award 2013/14 low bid to S. Schroeder Trucking, Inc. for six (6) types of stone and gravel, and Koz Trucking, Inc. for four (4) types of stone and gravel and hauling.

For office use only:	Agenda Item Number: 6d.
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DELIVERED PRICES

Supplier	CA7 3/4" Lime. (Chips) Semi/6Whlr	CA-6 Grade 8 Semi/6 Whlr	
Fox River Stone/LaFarge N.A.,1310 IL Rt. 31 S.Elgin, IL 60177			
Horton Farms/Campton Exc. 825 Hicks Dr. Elburn, IL 60119			
Nagel Trucking 1043 Paramount Pkwy. Batavia, IL 60510			
Beverly Materials(Plote) 1100 Brandt Hoffman Estates, IL 60192			
Stokes Excavating P.O.Box 4403 Aurora, IL 60507			
Plaza Excavating 19N041 Galligan Rd. Dundee, IL 60118			
Heritage Logistics,1000 E.Warrenville Rd.,Ste.#110, Naperville,IL 60555			
Koz Trucking, Inc., P.O. Box 279, Medinah, IL 60157	\$13.10/\$13.10	\$9.25/\$9.25	
S. Schroeder Trucking, Inc., 600 N. Villa Park Ave., Unit #C, Villa Park, IL 60181	17.05/17.05	12.35/12.35	

DELIVERED PRICES

SUPPLIER	FA-2 Sand Semi/6 Whlr	CA-16 Pea Gvl Semi/6 Whlr	FA-1/FA-6 Semi/6 Whlr	CA-1 3" Semi/6 Whlr	Shot Rock Semi/6 Whlr	Hauling,Rate/ Hr,Semi/6 Whlr
Fox River Stone/LaFarge						
Horton/Campton						
Nagel Trucking						
Beverly (Plote)						
Stokes Excavating						
Plaza Excavating						
Heritage Logistics	\$/\$					
Koz Trucking, Inc.	\$11.25; \$11.25	\$13.25/\$13.25	\$11.25/\$11.25	\$11.70/\$11.70	\$40.00/\$40.00	\$84/Hr.; \$73/Hr.
S. Schroeder Trucking, Inc.	11.55; 11.55	\$12.55/\$12.55	\$8.50/\$8.50	16.55/16.55	\$35.80/\$35.80	85; 75

RBW:cjb

F.O.B. PIT

SUPPLIER	CA-7 3/4" (Chips) Lime.	Agr. Lime	CA-6 Grade 8	CA-1, 3
Fox River Stone/LaFarge North America 1310 IL Rt. 31 S. Elgin, IL 60177				
Beverly Materials (Plote) 1100 Brandt Hoffman Estates, IL 60192				
Vulcan Con./Heritage Logistics, 1000 E. Warrenville Rd., Ste.#100, Naperville, IL 60563	\$ (Bt)		\$ (Bt)	\$ (Bt)
C H Hager Excavating, Inc., 180 Grandlake Blvd., West Chicago, IL 60185				
Koz Trucking, Inc., P.O. Box 279, Medinah, IL 60157	\$11.25	No bid	\$6.25	\$11.00
S. Schroeder Trucking, Inc., 600 N. Villa Park Ave., Unit #C, Villa Park, IL 60181	12.25 (Bt)	\$5.15 (Elb)	7.55 (SE)	12.15 (Elb)

F.O.B. PIT

SUPPLIER	CA-5, 1.5" Septic Stone	FA-2 Sand	CA-16 Pea Gravel	FA-1/FA-6 Sand	Shot Rock
Fox River Stone/LaFarge					
Beverly					
Vulcan Con../E. Larson/Heritage	\$ (Bt)	\$ (Bt)	\$ (Bt)	\$ (Bt)	\$ (Bt)
C H Hager Excavating, Inc.					
Koz Trucking, Inc.	\$13	\$7.00	\$12.50	\$7.00	\$34
S. Schroeder Trucking, Inc.	\$10 (Kv)	\$4.75 (Cv)	\$7.75 (BC)	\$6.50 (BC)	\$34 (Bt)

KEY: SE (Lafarge Fox River)
 Cv (Carpentersville Quarry)
 Kv (Kaneville)
 Syc (Sycamore)
 Elb (Lafarge Conco)

Vulcan,
 Bt (Bartlett)
 BC (Bluff City)

RBW:cjb



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to approve Ordinances Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles to two licensed firearms dealers (Streicher's \$2,675 and Alpha Armament Co. \$3,750), and approve destroying an Intra-Tec 9
Presenter:	Mike Shortall

Please check appropriate box:

X	Government Operations (5/20/13)		Government Services
	Planning & Development		City Council

Estimated Cost:	-	Budgeted:	YES	-	NO	-
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If NO, please explain how item will be funded:

Executive Summary:

We are asking for approval to sell firearms to two licensed firearms dealers and to destroy an Intra-Tec 9.

Attachments: *(please list)*

Police quotes; Ordinances

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve Ordinances Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles to two licensed firearms dealers (Streicher's \$2,675 and Alpha Armament Co. \$3,750), and approve destroying an Intra-Tec 9.

For office use only:	Agenda Item Number: 6e
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Police Department

Memo

Date: 01/25/2013
To: Mike Shortall
From: Deputy Chief David Kintz
CC: Deputy Chief Steve Huffman
Re: Disposal of Police Department Property

The police department is seeking to dispose of excess property. After an evaluation of the weapons in the armory, there are numerous weapons that are both surplus and no longer needed or are from court ordered dispositions turning them over to our custody.

I have attached quotes from two licensed firearms dealers. Each quote covers different weapons. Both dealers will issue a credit memo to the police department for use in the purchase of equipment from Streichers, a city vendor for police equipment.

The SWAT weapons listed on the Streicher's quote will be used for parts for law enforcement purposes. These are surplus due to the change in the number of officers committed to SWAT after we merged teams several years ago. The weapons listed with Alpha Armament are not suitable for law enforcement use. Alpha Armament will then sell these weapons. Both vendors have the appropriate ATF license.

In addition, we are seeking permission to dispose of an Intra Tec 9. This weapon will be cut up and destroyed.



www.PoliceHQ.com

SALES QUOTE

Streicher's - Milwaukee

4777 N 124th St
Butler, WI 53007
Phone: 262-781-2552
Fax: 262-781-0444

Sales Quote Number: Q296442

Sales Quote Date: 07/09/12

Page: 1

Sell 41009
To: ST. CHARLES POLICE DEPT.
ACCOUNTS PAYABLE
2 E MAIN ST
ST CHARLES, IL 60174

Ship
To: St. Charles City Receiving
200 Deveraux Way
Saint Charles, IL 60174

Phone: (630) 377-4435
Fax: (630) 377-1588

Ship Via
Terms Net 15

SalesPerson Jim Rund
Phone: 630-715-3822
E-mail: jjmr@PoliceHQ.com

Item No.	Description	Unit	Quantity	Unit Price	Total Price
USED-FIREARM	H&K, UMP-45, Serial #163-002699	EA	1	-475.00	-475.00
	Parts Kits Value Only				
USED-FIREARM	H&K, UMP-45, Serial #163-002700	EA	1	-475.00	-475.00
	Parts Kits Value Only				
USED-FIREARM	H&K, UMP-45, Serial #163-001625	EA	1	-475.00	-475.00
	Parts Kits Value Only				
STR-MISC	4 total HK UMP-45 mags for the above 3 firearms	EA			
USED-FIREARM	Remington 700, Bolt Action with Scope and Bipod, .308 Serial #D6246075	EA	1	-675.00	-675.00
USED-FIREARM	Remington 870 12 gauge, Wilson Combat, Short Barr. Serial#C919300M	EA	1	-575.00	-575.00
STR-MISC	Above Firearms are in Used conditon and functioning	EA			
FRT	Streicher's is responsible for pick up and shipping of firearms at their expense.	EA	1		



SALES QUOTE

Streicher's - Milwaukee

4777 N 124th St
Butler, WI 53007
Phone: 262-781-2552
Fax: 262-781-0444

Sales Quote Number: Q296442
Sales Quote Date: 07/09/12
Page: 2

Sell 41009
To: ST. CHARLES POLICE DEPT.
ACCOUNTS PAYABLE
2 E MAIN ST
ST CHARLES, IL 60174

Ship
To: St. Charles City Receiving
200 Deveraux Way
Saint Charles, IL 60174

Phone: (630) 377-4435
Fax: (630) 377-1588

Ship Via
Terms Net 15

SalesPerson Jim Rund
Phone: 630-715-3822
E-mail: jimr@PoliceHQ.com

Item No.	Description	Unit	Quantity	Unit Price	Total Price
STR-MISC	Amount listed is to be given in the form of a credit memo to be used on equip that Streicher's provides	EA			

Quoted prices do not include Sales Tax. All quoted prices are valid for 60 days from the date of the quote.

Total: -2,675.00

Alpha Armament Co.
1500 Foundry St. Ste 8
St Charles, IL 60174
630-444-1800

St. Charles Police Dept.
St. Charles, IL 60174
Attn: David Kintz

March 27, 2013

Dear Sir,

At the request of the department, Alpha Armament submits this offer to purchase the following lot of sixteen used firearms and eleven separate rifle parts currently in the departments possession.

Firearms:

- 1.) S&W model SW40F pistol (40 cal) (1x magazine)
- 2.) Interarms model P1/P38 pistol (9mm) (2x magazines)
- 3.) S&W model SW9VE pistol (9mm) (2x magazines)
- 4.) S&W model 19 revolver (357M) 2.5" blue
- 5.) S&W model 66 revolver (357M) 2.5" stainless
- 6.) S&W model 15 revolver (38) 4" blue
- 7.) S&W model 659 pistol (9mm) (2x magazines)
- 8.) S&W model 36 revolver (38) 2" blue
- 9.) Astra model A-80 pistol (45) (2-3x magazines)
- 10.) Jennings model J-22 pistol (22lr) (2x magazines)
- 11.) Action Arms IMI model UZI-pistol (9mm) with accessories
- 12.) Remington model 870 pump 12 ga shotgun
- 13.) Remington model 770 rifle (30-06) with 3x9 scope
- 14.) Beretta model AL-2 12 ga. Semi auto shotgun
- 15.) Winchester model ranger 12ga pump shotgun
- 16.) Remington model 510 bolt rifle (22lr)

Rifle Parts:

- 1.) Adjustable A2 Buttstock assembly (x2)
- 2.) A-2 Buffer Assembly (x1)
- 3.) A-2 Upper receiver / Barrel Assembly (x5)
- 4.) Charging Handle (x3)

Alpha Armament Co. offers to pay the Saint Charles Police Department \$3750 (Three Thousand Seven Hundred and Fifty Dollars) for the entire lot of used firearms and rifle parts. This offer will be paid by either a company check or a credit memo issued to the department from the Law Enforcement Supplier of your choice.

Thank you for your consideration.



David Rosland / Alpha Armament Co.

City of St. Charles, Illinois
Ordinance No. _____

**An Ordinance Authorizing the Sale of Items of Personal
Property Owned by the City of St. Charles**

WHEREAS, in the opinion of at least three-fourths of the Corporate authorities of the City of St. Charles, it is no longer necessary or useful to or for the best interest of the City of St. Charles to retain the personal property now owned by the City of St. Charles and hereinafter;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE AND DUPAGE COUNTIES, ILLINOIS AS FOLLOWS:

1. Pursuant to Illinois Compiled Statutes, 65ILCS 5/11-76-4, the City Council finds that the following personal property now owned by the City of St. Charles is no longer necessary or useful to the City of St. Charles and the best interests of the City of St. Charles will be served by its sale:

Weapons Equipment.

2. Pursuant to said Section 65ILCS 5/11-76-4, the Purchasing Manager be, and he is hereby authorized and directed to sell the foregoing described personal property now owned by the City of St. Charles to: Streicher's, 4777 N. 124th St., Butler, WI 53007--\$2,675.

3. This Ordinance shall be in full force and effect from and after its passage, by at least three-fourths of all the corporate authorities, and approval in the manner provided by law.

4. That after the adoption and approval hereof the Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

Presented to the City Council of the City of St. Charles, Illinois, this _____ day of _____, 2013.

Passed by the City Council of the City of St. Charles, Illinois, this _____ day of _____, 2013.

Ordinance No. _____

Page 2

Approved by the Mayor of the City of St. Charles, Illinois, this _____ day of _____, 2013.

Raymond P. Rogina, Mayor

Attest:

City Clerk

Council Vote:

Ayes:

Nays:

Absent:

Abstain:

APPROVED AS TO FORM:

City Attorney

DATE: _____

City of St. Charles, Illinois
Ordinance No. _____

**An Ordinance Authorizing the Sale of Items of Personal
Property Owned by the City of St. Charles**

WHEREAS, in the opinion of at least three-fourths of the Corporate authorities of the City of St. Charles, it is no longer necessary or useful to or for the best interest of the City of St. Charles to retain the personal property now owned by the City of St. Charles and hereinafter;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE AND DUPAGE COUNTIES, ILLINOIS AS FOLLOWS:

1. Pursuant to Illinois Compiled Statutes, 65ILCS 5/11-76-4, the City Council finds that the following personal property now owned by the City of St. Charles is no longer necessary or useful to the City of St. Charles and the best interests of the City of St. Charles will be served by its sale:

Firearms
Rifle Parts.

2. Pursuant to said Section 65ILCS 5/11-76-4, the Purchasing Manager be, and he is hereby authorized and directed to sell the foregoing described personal property now owned by the City of St. Charles to: Alpha Armament Co., 1500 Foundry St., Ste. #8, St. Charles, IL 60174--\$3,750.

3. This Ordinance shall be in full force and effect from and after its passage, by at least three-fourths of all the corporate authorities, and approval in the manner provided by law.

4. That after the adoption and approval hereof the Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

Presented to the City Council of the City of St. Charles, Illinois, this _____ day of _____, 2013.

Passed by the City Council of the City of St. Charles, Illinois, this _____ day of _____, 2013.

Ordinance No. _____

Page 2

Approved by the Mayor of the City of St. Charles, Illinois, this _____ day of _____, 2013.

Raymond P. Rogina, Mayor

Attest:

City Clerk

Council Vote:

Ayes:

Nays:

Absent:

Abstain:

APPROVED AS TO FORM:

City Attorney

DATE: _____



AGENDA ITEM EXECUTIVE SUMMARY

Title: Monthly Update regarding City's Financial Results for March 2013 – Information Only.

Presenter: Chris Minick

Please check appropriate box:

X	Government Operations (5/6/13)		Government Services
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:		Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

A brief summary of the financial results for March 2013 for the City's main operating funds will be presented. A comparison of actual amounts to budget amounts and major financial trends will be discussed.

Attachments: *(please list)*

Narrative Explanation
Summary Spreadsheets

Recommendation / Suggested Action *(briefly explain):*

Discussion and presentation only

For office use only:

Agenda Item Number: 7a

April 16, 2013

March 2013 Monthly Financial Results

In an effort to improve communications regarding the City's financial results, we have consolidated and simplified the various financial reports provided to City Council as well as City employees. The monthly City Council financial report, the quarterly Financial Snapshot and the quarterly Employee Financial Report have been combined into one user friendly financial report. It is our goal to provide meaningful financial data in a format that is easy to read and understand. This new report will be prepared monthly and will be presented to City Council as well as made available to all City employees.

It is important to note that the results are presented on the cash basis of accounting (revenues are booked when cash is received and expenditures are booked when cash is disbursed). The City will convert results to a modified accrual basis of accounting (revenues are recognized when available and expenses are recognized as the liability is incurred) as required by generally accepted accounting principles. This conversion takes place during the fiscal year end audit process.

The report consists of 3 sections:

1. A brief narrative that summarizes the financial highlights for the quarter. The narrative follows the overview of the report format.
2. Charts and graphs that give a view of the financial performance of the City's General Fund, Electric Fund, Water Fund and Wastewater Fund.
3. Summary financial statements that document the status of the City's General Fund, Electric Fund, Water Fund, and Wastewater Fund.

Any questions regarding this report may be submitted to your department director, Chris Minick, or Brian Townsend.

Overview of the Report

Charts

The Charts section consists of information that was previously presented in the quarterly snapshot report. These charts are intended to give a quick, high-level summary of the financial performance of each of the major revenue and expenditure streams and the individual funds.

Chart #1 is a summary of Revenues for each of the 4 major operating funds: General Fund, Electric Fund, Water Fund and Wastewater Fund. Chart #1 compares the current year revised budgeted amount, the current year annual forecast amount, and the previous fiscal year's actual amount of revenue.

Chart #2 is a summary of Expenditures for each of the 4 major operating funds. It also compares the current year annual revised budget, the current year annual forecast amount, and the previous fiscal year's actual expenditures.

Chart #3 highlights the Top 7 Revenue Sources of the General Fund, the City's main operating fund. It includes the current year annual revised budget, the current year forecast amount, and the previous fiscal year's actual.

Charts #4-7 are a comparison of Revenues and Expenditures for each of the 4 major operating funds. It also compares the current year revised budget, the current year forecast, and the previous year's actual.

Reports

The reports reflect the monthly financial results for each of the City's four main operating funds. Each fund is represented on a separate page. These reports present the same information that had been contained in the employee financial report. These reports have been summarized somewhat for ease and convenience of use. Additionally, one-time revenue sources and expenditures are no longer segregated but appear in the proper revenue or expense category for ease of use and to present the information in a more understandable format.

The reports include a revenue section, an expenditure section, and a net surplus or (deficit). The revenue section is made up of the major revenue sources for that fund. Expenditures are broken down by Personal Services, Commodities, Contractual Services, Other Operating Expenses, Departmental Allocations, Capital, Debt Service, and Transfers Out.

The surplus or deficit is the net result of revenues over or under expenditures.

The columns are presented uniformly throughout the reports. Below is a description of each column:

Column 1 (Original Budget) represents the current fiscal year's original budget as passed in April.

Column 2 (Revised Budget) reflects the original budget and the impact of any budgetary transfers, additions, or deletions that have occurred since the beginning of the fiscal year. This is the budget as it stands as of the end of the month.

Column 3 (Year to Date (YTD) Actual) reflects the actual revenues received or expenses incurred for the current fiscal year through the end of the month. This column reflects the actual operating results of the fund for the fiscal year to date.

Column 4 (YTD Actual vs Budget %) calculates what percentage of the revised annual budget has been received or spent for the fiscal year to date. It is a percentage determined by Column 3 divided by Column 2.

Column 5 (Prior YTD Actual) reflects the revenues received or expenses incurred as of the same month from the prior fiscal year.

Column 6 (Inc/Dec from Prior Year %) calculates how our current YTD results compare with prior YTD results for the same period. Percentages greater than 100 indicate that we have received/spent more in the current fiscal year to date than in the prior fiscal year; whereas percentages below 100 indicate that we have received/spent less in the current year than in the previous year. It is a percentage determined by taking the difference between Column 3 and Column 5 and then dividing that amount by Column 5).

Column 7 (Fiscal Year Forecast) represents the forecasted financial results based on the year-to-date actual amounts reflected in Column 3 and the anticipated results of the remainder of the fiscal year. In other words, this column reflects our current projection of the financial results for each line item for the fiscal year. The City will place great importance on the numbers in this column to track and evaluate the anticipated results of operations for the fiscal year. The amounts in this column are tracked and analyzed to try to discern any trends that would require the City to take action during the fiscal year.

Column 8 (Forecast vs Revised Budget) is the difference between the forecasted amount and the revised budget. Positive differences indicate that we are projected to receive/spend more than the revised annual budget. Negative differences indicate that we are projected to receive/spend less than the revised annual budget for the fiscal year.

Column 9 (Forecast vs Budget %) reflects the same information as in Column 8, but in percentage format. Percentages greater than 100 indicate that we are projected to receive/spend more than the revised annual budget whereas percentages less than 100 indicate that we are projected to receive/spend less than the revised annual budget. It is a percentage determined by Column 8 divided by Column 2).

Column 10 (FY 11-12 Actual) represents the total amount of revenue received or expense incurred for the previous fiscal year for the line item indicated. It is possible that this number will change between the months of May through October as the results of the City's annual audit are finalized. The City will utilize audited numbers in this column as soon as they become available.

Discussion of March 2013 Results

General Fund

The General Fund is where the vast majority of City operations are accounted for. This includes almost all of the services provided by the City, as well as expenses needed to support most departments and employees.

Through March, General Fund revenues are projected to be slightly below the revised budget. The City's largest revenue stream, sales and use tax, is trending approximately 4.8% lower than budget projections. Conversely, income tax disbursements from the State of Illinois, the electric franchise fee revenue, and alcohol tax revenues are trending above budget expectations. Telecommunications and hotel tax revenues are trending slightly lower than budgeted expectations.

Although sales tax revenues are currently short of budget projections for the fiscal year, the increasing trend in this revenue source is encouraging. Year-to-date sales tax receipts are \$324,102 or 2.4% higher than last fiscal year-to-date receipts. Sales tax revenues are the General Fund's largest single revenue source and are forecast to account for approximately 37% of General Fund revenues. Total General Fund revenues for the current fiscal year are slightly ahead of revenues received for the same time period last fiscal year by 2.9%.

Forecast expenditures through March are currently 7.1% below the revised budget. All expenditure categories are forecasted to be equal to or below the revised budget with commodities and contractual services currently having the largest percent of "savings", 18.5% and 17.7% respectively. A portion of these "savings" is the result of the relatively mild winter we have experienced so far this year.

As of March 31, the General Fund is projected to end the year with a slight surplus of \$590,093. This compares to a projected deficit of \$724,560 at the time the budget as approved. This projected surplus is made possible through the aggressive management of the City's expenditures as reflected in the amounts above. The City's practice of aggressive expenditure management provides an extra measure of fiscal conservatism during uncertain economic times by offsetting any revenue shortfalls that the General Fund may experience.

It is extremely important to bear in mind that continued vigilance in monitoring revenues and expenditures will be crucial to maintain the City's fiscal health.

Electric Fund

Year-to-date electric sales are higher than the prior year-to-date sales by approximately \$3.45 million, or 7.8%, and are projected to end up slightly below the revised budget by 0.2% for the fiscal year. The increase from the prior year is due to the unusually hot temperatures experienced for most of this past summer. During August 2012, revenue projections were revised to reflect the summer weather conditions resulting in an increase of approximately \$1.692 million of additional revenue. Operating Expenses are projected to be under budgeted amounts by \$1.1 million for the year. All expenditure categories are all projected to be in line with or under budgeted amounts at this point in time. These forecasted amounts will result in a projected operating surplus of approximately \$29,253 for the fiscal year. This compares to a projected deficit of \$2.7 million at the time the budget was approved.

The rate structure for all City utilities was analyzed as part of the budget process for fiscal year 2011-2012. Staff recommended changes to the rate structure for that fiscal year which were essentially consistent with the rate study that was completed in April of 2011. As time has gone on, and the City's electric consumption patterns have changed, costs for wholesale power have increased. The rate structure had not kept pace with both the rates that the City is charged for wholesale power as well as the cost increases that have occurred because of the manner in which customer consumption trends have changed. The City Council has directed staff to take a long term approach to rectify that situation and assure that the City's rate structure is adequate to provide for operating and capital needs of the utility system. This process was continued during fiscal year 2012-2013 when additional rate structure changes were incorporated into each of the utilities including the Electric Fund.

The 2011 rate study suggested changes to the City's rate structure such as increasing fixed monthly service charges for all classes of customer as well as changes to the non-summer rates. These concepts were again incorporated into the rate structure adjustments approved in April of 2012 and were effective beginning with June 2012 billings. We will continue to monitor and evaluate the impact of these adjustments and consumption patterns on the operating results for the Electric Fund. Future changes to the rate structure may include a Power Cost Adjustment Factor (PCAF) and non-resident surcharge. Implementation of a PCAF will help to reduce the city's risk associated with fluctuations in wholesale power costs.

Water Fund

The Water Fund has also experienced a surge in user charges due to the unusually dry weather conditions that were prevalent for most of the summer. User Charges through March are 34.8% higher than the same time frame last year. For the entire year, user charges are projected to be \$493,041, or 12.0% higher than budget. Operating expenses are trending approximately 4.8% lower than budget so far this year. Almost all expense categories are trending below budget at the end of March. The slight overage in Commodities is primarily due to an increase in chemicals as a result of increased pumpage. It is currently projected that the Water Fund will end the year with a deficit of \$491,914, which is significantly lower than the original budgeted deficit of \$1,007,848.

The water rate structure has also been adjusted as part of the rate study process that was completed during FY 11-12. Significant capital projects, like the Radium Removal project, have recently been completed in the Water Fund. The City wants to assure a rate structure adequate to allow for operating and capital cost recapture. Based on current costs, the unadjusted rate structure was not adequate to provide for operations and anticipated future capital projects. The rate adjustments approved in April of 2012 (effective with June billings) are continuing the multi-year process of rate structure adjustments to bring the revenues in line with the costs of operating the system.

Wastewater Fund

Year to date user charges in the Wastewater Fund are higher than prior year to date by 8.5%. User charges for the year are forecasted to be primarily in line with budget. Because wastewater billings are determined by water consumption, one would anticipate that the trends would be similar for both funds. However, the City provides a wastewater billing “credit” for summertime outdoor water use. This adjustment is based on non-summer water consumption. The approximate \$1.7 million increase between the revised budget and original budget for Capital expenditures is primarily due to capital projects that were not completed as of the end of the previous fiscal year. Of this \$1.7 million increase, \$1.3 million is funded with bond proceeds from a previous year. Total Wastewater expenses are forecasted to be approximately 2.5% below budget expectations.

As with the Water Fund, the rate structure is being changed over a multi-year period to assure that operating and anticipated future capital expenses can be recovered through the rates charged for services. Current results indicate that the rate structure is insufficient to meet these costs. Additionally, the City has budgeted for a major renovation and reconstruction of the existing bio-solids building. The Wastewater Fund’s rate structure was again adjusted during April of 2012 (effective with June, 2012 billings). The rate structure will again be evaluated in conjunction with the preparation of the FY 13-14 budget.

City of St. Charles
Monthly Financial Report
March 31, 2013

General Fund

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
	FY 12-13 Original Budget	FY 12-13 Revised Budget	YTD Actual	YTD Actual vs Budget (%)	Prior YTD Actual	Inc/(Dec) from P/Y (%)	FY 12-13 Forecast	Forecast vs Revised Budget	Forecast vs Budget (%)	FY 11-12 Actual
Revenues										
Property Taxes	\$ 12,551,106	\$ 12,551,106	\$ 12,489,303	99.5%	\$ 12,474,765	0.1%	\$ 12,551,106	\$ -	0.0%	\$ 12,474,765
Sales and Use Taxes	15,794,358	15,794,358	13,717,005	86.8%	13,392,903	2.4%	15,033,196	(761,162)	-4.8%	14,607,339
State Income Tax	2,637,920	2,637,920	2,491,635	94.5%	2,206,449	12.9%	2,931,285	293,365	11.1%	2,675,585
Electric Franchise Fee	2,434,417	2,434,417	2,326,737	95.6%	2,154,462	8.0%	2,529,606	95,189	3.9%	2,324,248
Hotel Tax	1,920,000	1,920,000	1,676,274	87.3%	1,686,794	-0.6%	1,836,274	(83,726)	-4.4%	1,749,895
Telecommunication Tax	1,340,000	1,340,000	1,212,376	90.5%	1,126,223	7.6%	1,324,039	(15,961)	-1.2%	1,289,388
Alcohol Tax	962,800	962,800	920,817	95.6%	902,156	2.1%	1,001,054	38,254	4.0%	977,452
Other	3,049,141	3,108,921	2,620,914	84.3%	2,466,286	6.3%	2,710,100	(398,821)	-12.8%	2,600,878
Total Revenues	\$ 40,689,742	\$ 40,749,522	\$ 37,455,061	91.9%	\$ 36,410,038	2.9%	\$ 39,916,660	\$ (832,862)	-2.0%	\$ 38,699,550
Expenditures										
Personal Services	\$ 26,481,227	\$ 26,473,673	\$ 23,854,121	90.1%	\$ 24,095,287	-1.0%	\$ 25,655,783	\$ (817,890)	-3.1%	\$ 25,798,118
Commodities	1,602,360	1,595,082	1,094,379	68.6%	1,125,149	-2.7%	1,300,212	(294,870)	-18.5%	1,278,831
Contractual	9,692,239	10,442,698	7,548,733	72.3%	8,102,051	-6.8%	8,595,176	(1,847,522)	-17.7%	9,101,776
Other Operating Expenses	1,421,239	1,421,687	1,384,194	97.4%	1,662,394	-16.7%	1,398,165	(23,522)	-1.7%	1,705,042
Departmental Allocations	(4,925,583)	(4,925,583)	(4,515,126)	91.7%	(4,383,709)	3.0%	(4,925,583)	-	0.0%	(4,782,228)
Capital	373,179	533,173	331,540	62.2%	477,250	-30.5%	533,173	-	0.0%	577,896
Debt Service	4,584	4,584	4,586	100.0%	16,785	-72.7%	4,584	-	0.0%	16,785
Transfers Out	6,765,057	6,765,057	5,292,777	78.2%	4,668,198	13.4%	6,765,057	-	0.0%	4,882,768
Total Expenditures	\$ 41,414,302	\$ 42,310,371	\$ 34,995,204	82.7%	\$ 35,763,405	-2.1%	\$ 39,326,567	\$ (2,983,804)	-7.1%	\$ 38,578,988
Surplus (Deficit)	\$ (724,560)	\$ (1,560,849)	\$ 2,459,857		\$ 646,633		\$ 590,093	\$ 2,150,942		\$ 120,562

City of St. Charles
Monthly Financial Report
March 31, 2013

Electric Fund

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
	FY 12-13 Original Budget	FY 12-13 Revised Budget	YTD Actual	YTD Actual vs Budget (%)	Prior YTD Actual	Inc/(Dec) from P/Y (%)	FY 12-13 Forecast	Forecast vs Revised Budget	Forecast vs Budget (%)	FY 11-12 Actual
Revenues										
User Charges	\$ 50,360,079	\$ 52,052,259	\$ 47,909,100	92.0%	\$ 44,457,233	7.8%	\$ 51,965,528	\$ (86,731)	-0.2%	\$ 48,099,305
Connection Charges	37,650	37,650	58,208	154.6%	58,731	-0.9%	61,340	23,690	62.9%	63,581
MV/Equip/WC Reserve	406,303	406,303	406,302	100.0%	424,248	-4.2%	406,302	(1)	0.0%	424,248
Reimbursement for Projects	-	232,279	200,780	86.4%	561,677	-64.3%	243,780	11,501	5.0%	552,222
Other	277,700	290,000	409,356	141.2%	393,839	3.9%	429,535	139,535	48.1%	(1,052,695)
Bond Proceeds	2,050,000	2,077,022	962,022	46.3%	-	0.0%	2,077,022	-	0.0%	-
Transfers In	267,994	267,994	61,664	23.0%	61,664	0.0%	267,994	-	0.0%	216,773
Total Revenues	\$ 53,399,726	\$ 55,363,507	\$ 50,007,432	90.3%	\$ 45,957,392	8.8%	\$ 55,451,501	\$ 87,994	0.2%	\$ 48,303,434
Expenses										
Personal Services	\$ 3,491,335	\$ 3,508,989	\$ 2,883,109	82.2%	\$ 3,127,791	-7.8%	\$ 3,145,893	\$ (363,096)	-10.3%	\$ 2,136,875
Commodities	309,848	325,433	206,234	63.4%	248,021	-16.8%	241,028	(84,405)	-25.9%	288,473
Contractual	40,199,788	40,308,491	36,760,189	91.2%	34,372,314	6.9%	39,703,785	(604,706)	-1.5%	37,512,687
Other Operating Expenses	5,255,622	5,271,560	4,696,148	89.1%	4,615,908	1.7%	5,186,273	(85,287)	-1.6%	8,309,824
Departmental Allocations	1,870,948	1,870,948	1,715,021	91.7%	1,665,136	3.0%	1,870,904	(44)	0.0%	1,193,642
Capital	3,496,380	3,828,859	2,414,224	63.1%	2,907,980	-17.0%	3,828,859	-	0.0%	-
Debt Service	1,063,615	1,063,615	1,063,614	100.0%	1,220,204	-12.8%	1,063,615	-	0.0%	345,494
Transfers Out	381,891	381,891	381,891	100.0%	357,922	6.7%	381,891	-	0.0%	357,922
Total Expenses	\$ 56,069,427	\$ 56,559,786	\$ 50,120,430	88.6%	\$ 48,515,276	3.3%	\$ 55,422,248	\$ (1,137,538)	-2.0%	\$ 50,144,917
Surplus (Deficit)	\$ (2,669,701)	\$ (1,196,279)	\$ (112,998)		\$ (2,557,884)		\$ 29,253	\$ 1,225,532		\$ (1,841,463)

City of St. Charles
Monthly Financial Report
March 31, 2013

Water Fund

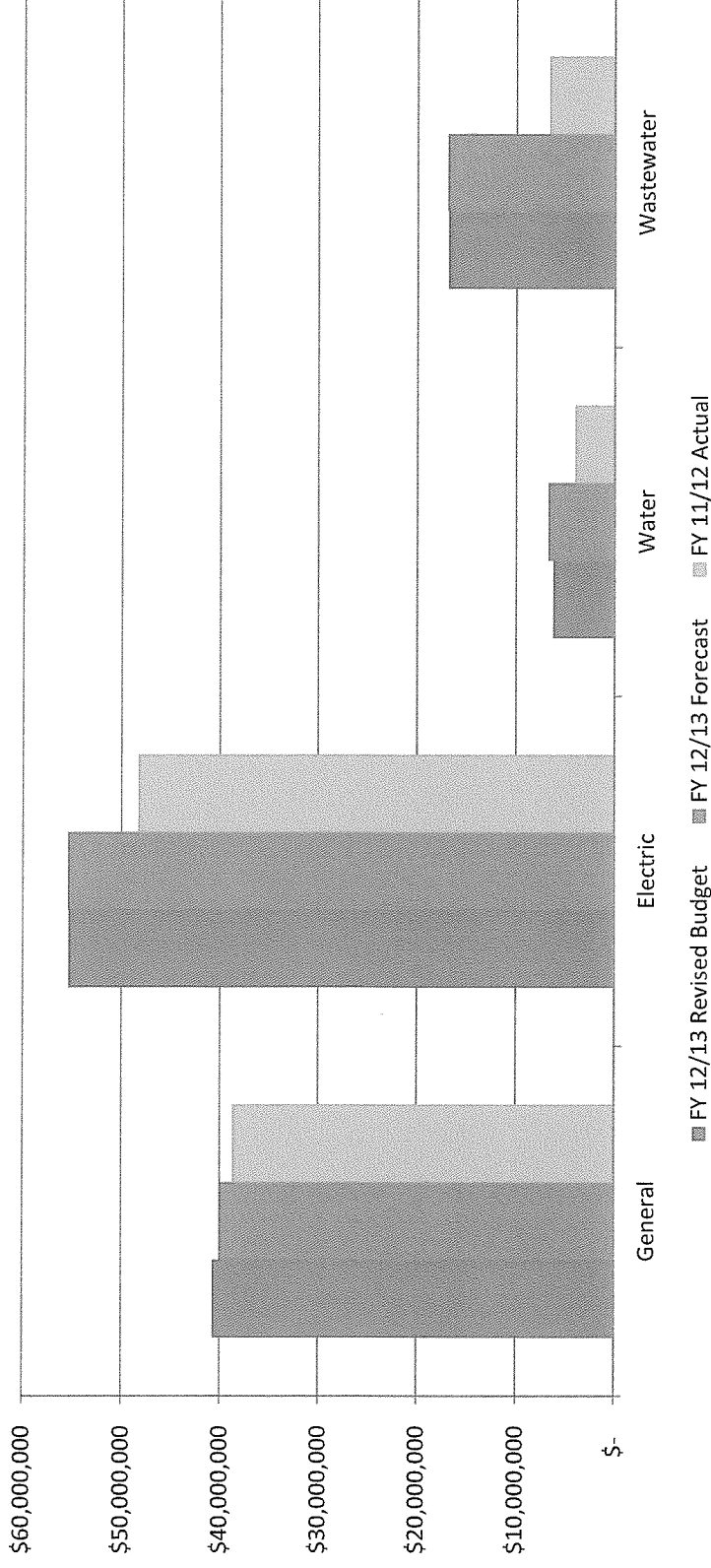
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
	FY 12-13 Original Budget	FY 12-13 Revised Budget	YTD Actual	Actual vs Budget (%)	Prior YTD Actual	Inc/(Dec) from P/Y (%)	FY 12-13 Forecast	Forecast vs Revised Budget	Forecast vs Budget (%)	FY 11-12 Actual
Revenues										
User Charges	\$ 4,119,836	\$ 4,119,836	\$ 4,288,829	104.1%	\$ 3,181,601	34.8%	\$ 4,612,877	\$ 493,041	12.0%	\$ 3,502,786
Connection Charges	19,992	19,992	39,284	196.5%	30,570	28.5%	40,950	20,958	104.8%	33,270
MV/Equip/WC Reserve	175,529	175,529	175,530	100.0%	160,891	9.1%	175,530	1	0.0%	160,891
Bond Proceeds	1,080,000	1,103,665	838,665	76.0%	1,786,876	0.0%	1,103,665	-	0.0%	-
Donations/Contributions	650,000	650,000	-	0.0%	-	0.0%	650,000	-	0.0%	144,438
Other	158,448	158,448	168,943	106.6%	162,453	4.0%	186,740	28,292	17.9%	180,996
Total Revenues	\$ 6,203,805	\$ 6,227,470	\$ 5,511,251	88.5%	\$ 5,322,391	3.5%	\$ 6,769,762	\$ 542,292	8.7%	\$ 4,022,381
Expenses										
Personal Services	\$ 1,486,338	\$ 1,486,625	\$ 1,331,954	89.6%	\$ 1,295,911	2.8%	\$ 1,442,525	\$ (44,100)	-3.0%	\$ 1,402,710
Commodities	410,236	418,759	390,009	93.1%	356,989	9.2%	426,641	7,882	1.9%	439,663
Contractual	923,020	950,135	568,699	59.9%	874,052	-34.9%	668,575	(281,560)	-29.6%	938,405
Other Operating Expenses	232,472	243,386	179,578	73.8%	151,983	18.2%	191,695	(51,691)	-21.2%	1,145,738
Departmental Allocations	845,035	845,035	774,620	91.7%	752,059	3.0%	845,024	(11)	0.0%	820,428
Capital	2,468,537	2,841,201	1,204,742	42.4%	2,850,286	-57.7%	2,841,201	-	0.0%	1
Debt Service	710,927	710,927	710,926	100.0%	566,093	25.6%	710,927	-	0.0%	202,313
Transfers Out	135,088	135,088	135,088	100.0%	121,360	11.3%	135,088	-	0.0%	121,360
Total Expenses	\$ 7,211,653	\$ 7,631,156	\$ 5,295,616	69.4%	\$ 6,968,733	-24.0%	\$ 7,261,676	\$ (369,480)	-4.8%	\$ 5,070,618
Surplus (Deficit)	\$ (1,007,848)	\$ (1,403,686)	\$ 215,635		\$ (1,646,342)		\$ (491,914)	\$ 911,772		\$ (1,048,237)

City of St. Charles
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March 31, 2013

Wastewater Fund

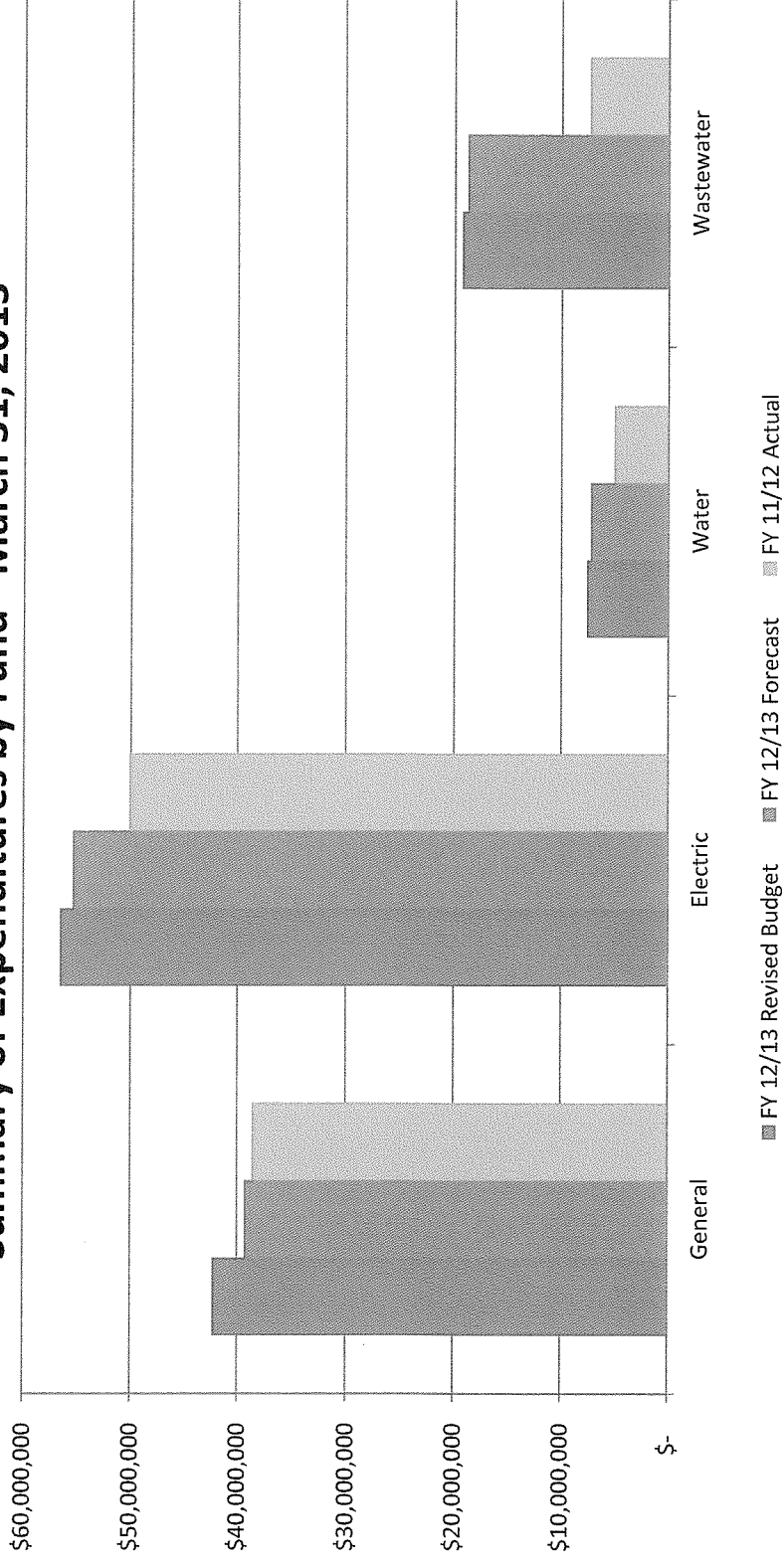
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
	FY 12-13 Original Budget	FY 12-13 Revised Budget	YTD Actual	Actual vs Budget (%)	Prior YTD Actual	Inc/(Dec) from PY %	FY 12-13 Forecast	Forecast vs Revised Budget	Forecast vs Budget (%)	FY 11-12 Actual
Revenues										
User Charges	\$ 6,673,838	\$ 6,673,838	\$ 6,123,729	91.8%	\$ 5,645,841	8.5%	\$ 6,664,226	\$ (9,612)	-0.1%	\$ 6,131,400
Connection Charges	25,000	25,000	66,008	264.0%	71,030	-7.1%	68,095	43,095	172.4%	77,001
MV/Equip/WC Reserve	285,042	285,042	285,042	100.0%	294,477	-3.2%	285,042	-	0.0%	294,477
Bond/IEPA Loan Proceeds	9,536,000	9,869,685	719,548	7.3%	-	0.0%	9,869,685	-	0.0%	-
Other	28,500	28,500	43,779	153.6%	66,755	-34.4%	46,154	17,654	61.9%	182,074
Total Revenues	\$ 16,548,380	\$ 16,882,065	\$ 7,238,106	42.9%	\$ 6,078,103	19.1%	\$ 16,933,202	\$ 51,137	0.3%	\$ 6,684,952
Expenses										
Personal Services	\$ 1,889,459	\$ 1,894,153	\$ 1,725,217	91.1%	\$ 1,634,442	5.6%	\$ 1,861,942	\$ (32,211)	-1.7%	\$ 1,822,280
Commodities	303,565	313,594	214,850	68.5%	237,940	-9.7%	241,666	(71,928)	-22.9%	284,200
Contractual	2,057,401	2,255,861	1,548,681	68.7%	1,297,006	19.4%	1,900,496	(355,365)	-15.8%	1,446,203
Other Operating Expenses	244,431	326,764	274,732	84.1%	225,809	21.7%	295,613	(31,151)	-9.5%	1,925,408
Departmental Allocations	1,251,308	1,251,308	1,147,036	91.7%	1,113,673	3.0%	1,251,308	-	0.0%	1,214,916
Capital	9,848,247	11,505,144	1,571,048	13.7%	2,102,693	-25.3%	11,505,144	-	0.0%	-
Debt Service	1,554,485	1,554,485	1,554,485	100.0%	1,666,158	-6.7%	1,554,485	-	0.0%	430,861
Transfers Out	246,093	246,093	319,169	129.7%	276,176	15.6%	246,093	-	0.0%	276,176
Total Expenses	\$ 17,394,989	\$ 19,347,402	\$ 8,355,218	43.2%	\$ 8,553,897	-2.3%	\$ 18,856,747	\$ (490,655)	-2.5%	\$ 7,400,044
Surplus (Deficit)	\$ (846,609)	\$ (2,465,337)	\$ (1,117,112)		\$ (2,475,794)		\$ (1,923,545)	\$ 541,792		\$ (715,092)

Summary of Revenues by Fund - March 31, 2013



Revenues			
	FY 12/13 Revised Budget	FY 12/13 Forecast	FY 11/12 Actual
General	\$ 40,749,522	\$ 39,916,660	\$ 38,699,550
Electric	\$ 55,363,507	\$ 55,451,501	\$ 48,303,434
Water	\$ 6,227,470	\$ 6,769,762	\$ 4,022,381
Wastewater	\$ 16,882,065	\$ 16,933,202	\$ 6,684,952

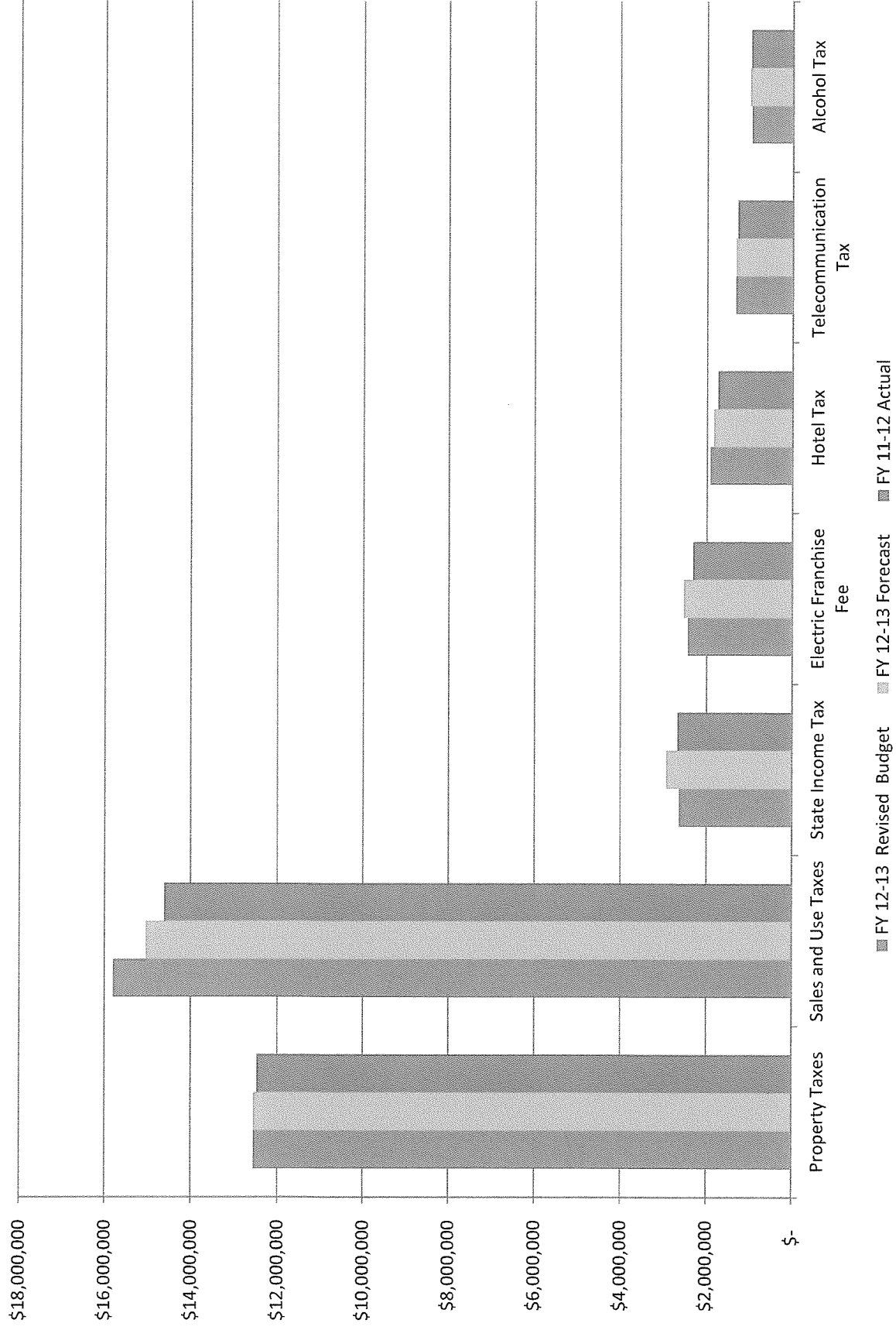
Summary of Expenditures by Fund - March 31, 2013

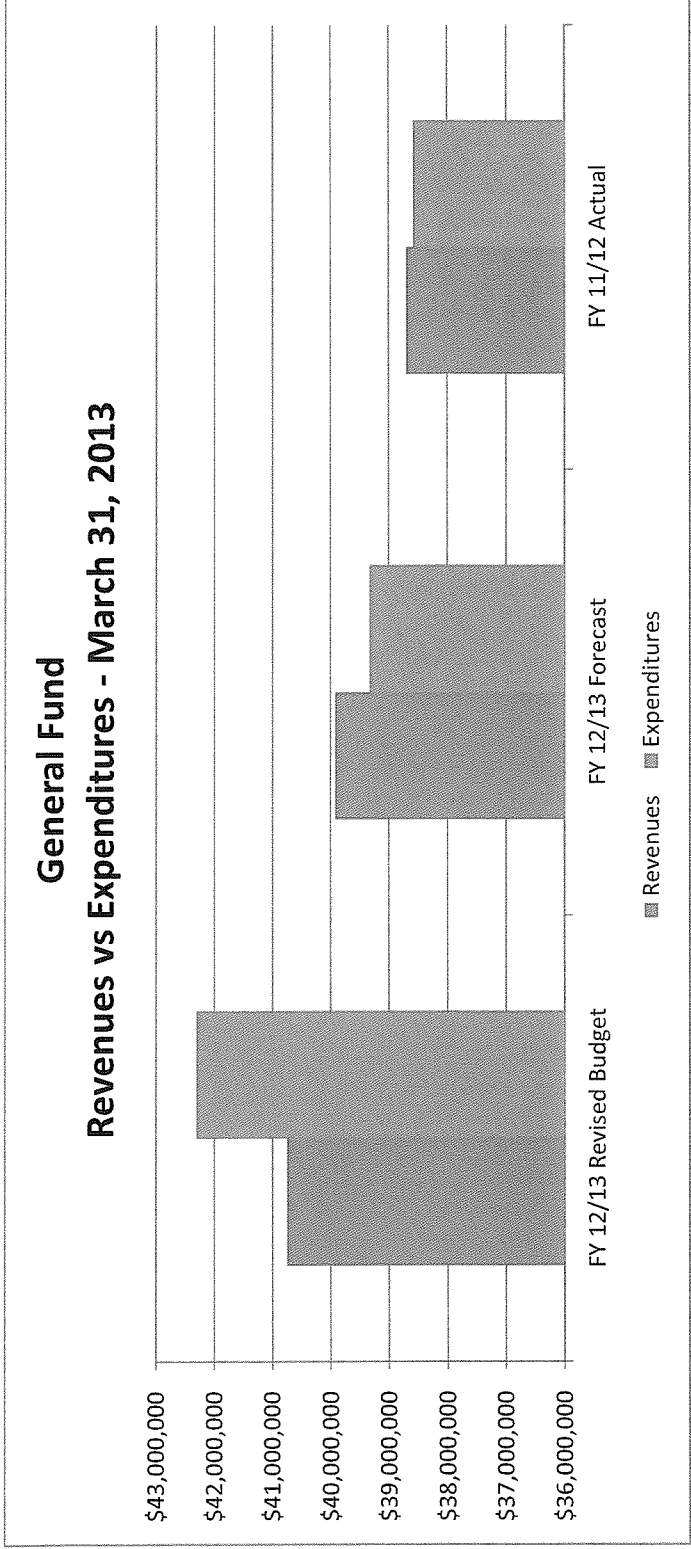


Expenditures

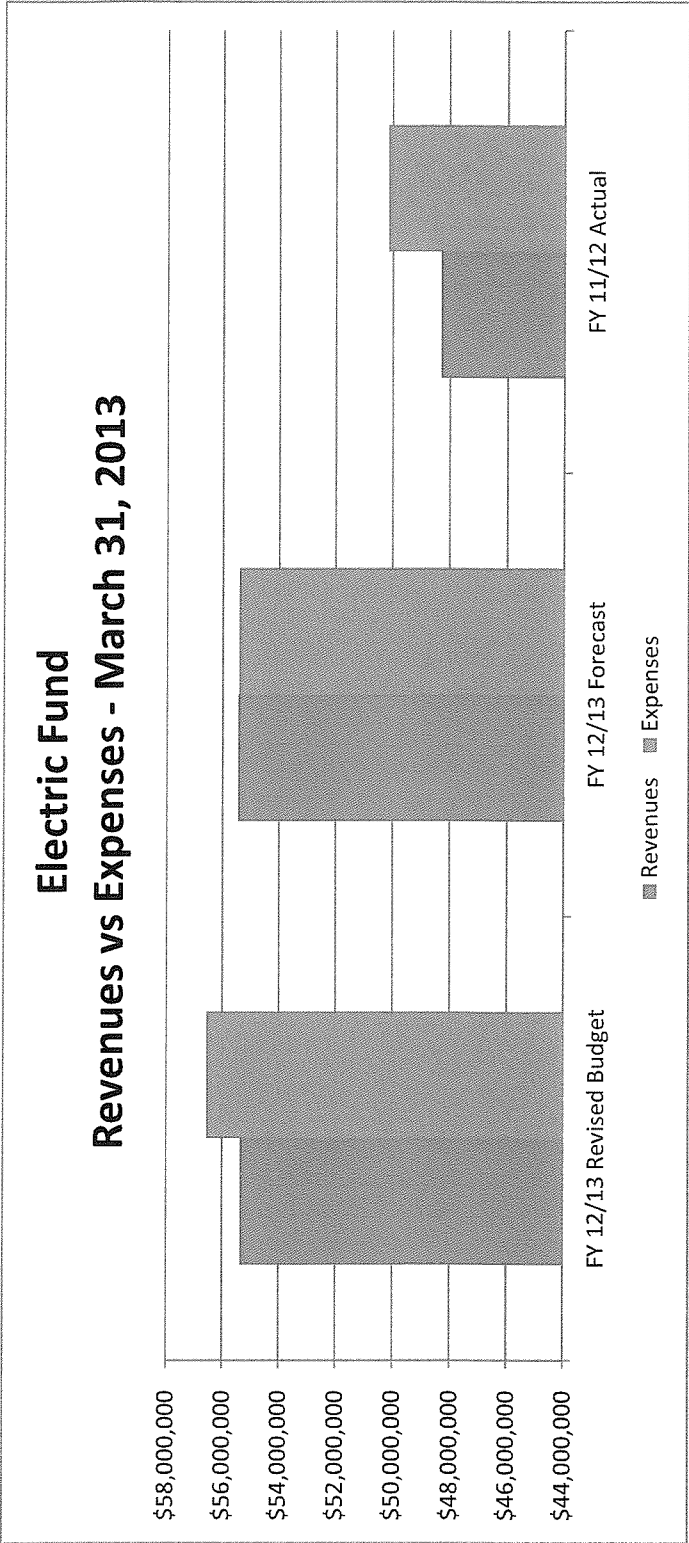
	FY 12/13 Revised Budget	FY 12/13 Forecast	FY 11/12 Actual
General	\$ 42,310,371	\$ 39,326,567	\$ 38,578,988
Electric	\$ 56,559,786	\$ 55,422,248	\$ 50,144,917
Water	\$ 7,631,156	\$ 7,261,676	\$ 5,070,618
Wastewater	\$ 19,347,402	\$ 18,856,747	\$ 7,400,044

General Fund Top 7 Revenue Sources - As of March 31, 2013





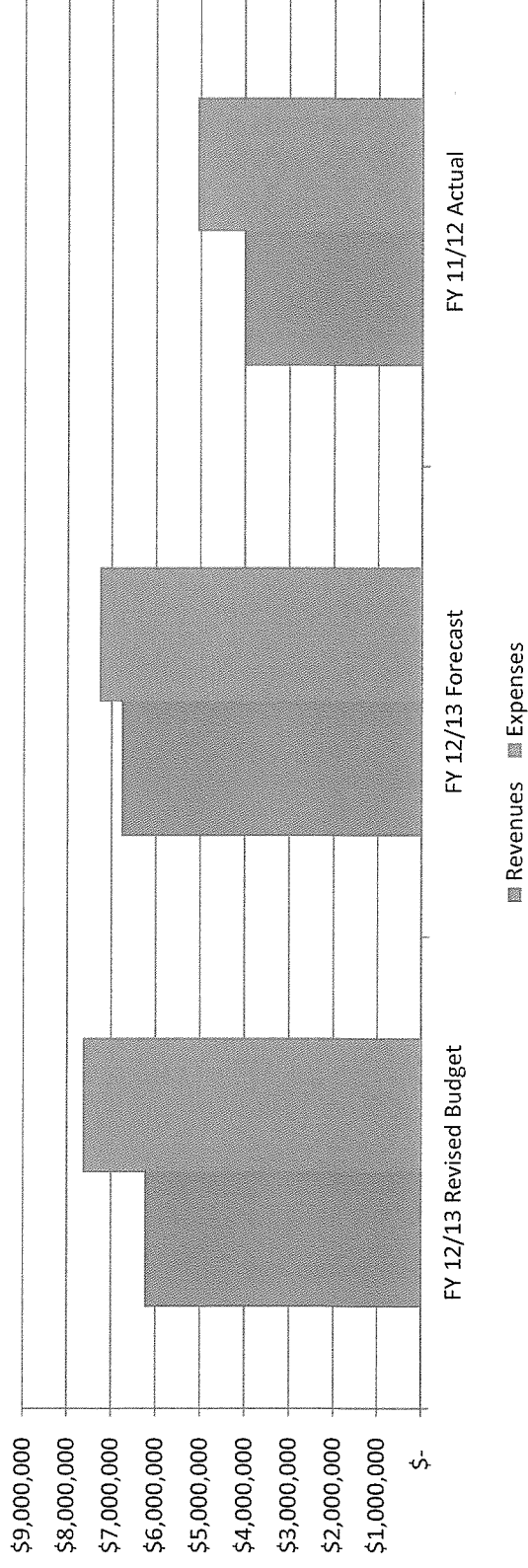
General Fund				
	FY 12/13 Revised Budget	FY 12/13 Forecast	FY 11/12 Actual	
Revenues	\$ 40,749,522	\$ 39,916,660	\$ 38,699,550	
Expenditures	\$ 42,310,371	\$ 39,326,567	\$ 38,578,988	
Surplus/Deficit	\$ (1,560,849)	\$ 590,093	\$ 120,562	



Electric Fund				
	FY 12/13 Revised Budget	FY 12/13 Forecast	FY 11/12 Actual	
Revenues	\$ 55,363,507	\$ 55,451,501	\$ 48,303,434	
Expenses	\$ 56,559,786	\$ 55,422,248	\$ 50,144,917	
Surplus/Deficit	\$ (1,196,279)	\$ 29,253	\$ (1,841,483)	

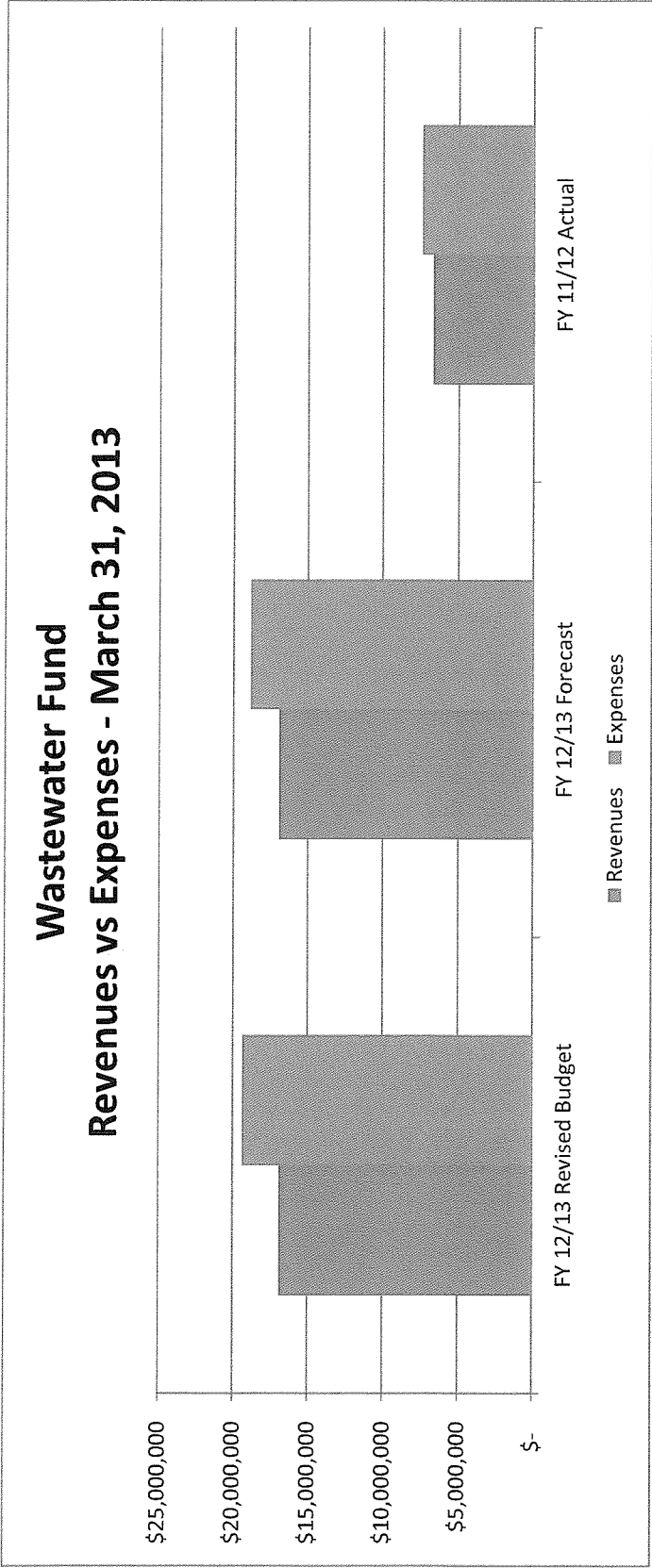
Water Fund

Revenues vs Expenses - March 31, 2013



Water Fund

	FY 12/13 Revised Budget	FY 12/13 Forecast	FY 11/12 Actual
Revenues	\$ 6,227,470	\$ 6,769,762	\$ 4,022,381
Expenses	\$ 7,631,156	\$ 7,261,676	\$ 5,070,618
Surplus/Deficit	\$ (1,403,686)	\$ (491,914)	\$ (1,048,237)



Wastewater Fund				
	FY 12/13 Revised Budget	FY 12/13 Forecast	FY 11/12 Actual	
Revenues	\$ 16,882,065	\$ 16,933,202	\$ 6,684,952	
Expenses	\$ 19,347,402	\$ 18,856,747	\$ 7,400,044	
Surplus/Deficit	\$ (2,465,337)	\$ (1,923,545)	\$ (715,092)	