

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

**MONDAY, SEPTEMBER 16, 2013
IMMEDIATELY FOLLOWING CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
2 E. MAIN ST.**

- 1. Call to Order**
- 2. Roll Call**
- 3. Omnibus Vote**
 - a. Budget Revisions – August 2013
 - b. Recommendation to approve Funds Transfer Resolutions authorizing budgeted transfers for Debt Service payments and miscellaneous transfers.
 - c. Recommendation to Discontinue the Redflex Red Light Traffic Program at Rt. 31 at W. Main Street.
- 4. Inventory Control Division**
 - a. Recommendation to accept bids of \$63,588 for two Tahoe Vehicles and approve an Ordinance Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles (Police Department).
 - b. Recommendation to accept bids of \$63,078 for two Tahoe Vehicles and approve an Ordinance Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles (Fire Department).
- 5. Human Resources Department**
 - a. Recommendation to approve an application for IMRF Benefit Protection Leave in the estimated amount of \$2,220.84.
- 6. Executive Session**
 - Personnel
 - Pending Litigation
 - Probable or Imminent Litigation
 - Property Acquisition
 - Collective Bargaining
 - Review of Minutes of Executive Sessions
- 7. Additional Items**
- 8. Adjournment**

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles USD
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 2

Journal Entry N 65 Correct FB#8 Adjustment Code RFB Roll Forward Budget for Proj Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit	
1	1000	100	3	220900	31197-0000 FB	556,120.00		
				Budget Roll Forward-Projects	Desc: Correct FB#8-Siphon-2011 Bonds			
2	1000	100	3	220900	31195-0000 FB		556,120.00	
				Available Resources-Prior Bonds	Desc: Correct FB#8-Siphon-2011 Bonds			
*** Totals For Journal Entry N- 65 , Source Code FB						Debits	Credits	Difference
						Base: 556,120.00	556,120.00	0.00
						Unit: 0.00	0.00	0.00
*** Totals For Journal Entry N- 65						Debits	Credits	Difference
						Base: 556,120.00	556,120.00	0.00
						Unit: 0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 3

Journal Entry N 66 Budget Addition Adjustment Code ADD Budget Addition Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit		
1	1000	100	4	100501 Other Professional Services	54189-0000 FB Desc: Chicago Title svcs/property	800.00			
2	1000	100	4	100900 Available Resources	31199-0000 FB Desc: Chicago Title svcs/property		800.00		
3	1000	100	4	100511 Property Taxes	55204-0000 FB Desc: Prop taxes/new property	4,260.00			
4	1000	100	4	100900 Available Resources	31199-0000 FB Desc: Prop taxes/new property		4,260.00		
5	1000	100	4	100401 Uniforms	51600-0000 FB Desc: PSI clothing reimbursement	2,588.00			
6	1000	100	4	100999 Uniform Reimbursement	45323-0000 FB Desc: PSI clothing reimbursement		2,588.00		
7	1000	100	4	200521 Distribution Imp-Developments	56205-0000 FB Desc: McDonalds W Main-Reimburseable	25,000.00			
8	1000	100	4	200999 Reimbursement For Projects	45405-0000 FB Desc: McDonalds W Main-Reimburseable		25,000.00		
*** Totals For Journal Entry N- 66 , Source Code FB						Debits	Credits	Difference	
						Base:	32,648.00	32,648.00	0.00
						Unit:	0.00	0.00	0.00
*** Totals For Journal Entry N- 66						Debits	Credits	Difference	
						Base:	32,648.00	32,648.00	0.00
						Unit:	0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles USD
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 4

Journal Entry N 67 Budget Transfer Adjustment Code TRF Budget Transfer Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit		
1	1000	100	4	100510	55202-0000 FB	60.00			
				Other Governmental Fees	Desc: For CDL License Fee				
2	1000	100	4	100510	52101-0000 FB		60.00		
				Meals-Business	Desc: For CDL License Fee				
3	1000	100	4	100111	51400-0000 FB	12.00			
				Transportation Expense	Desc: For transportation expense				
4	1000	100	4	100111	54189-0000		12.00		
				Other Professional Services	Desc: For transportation expense				
5	1000	100	4	100601	54180-0000 FB		330.00		
				Transcript Services	Desc: Transcript Svces/Compreh Plan				
6	1000	100	4	100600	54180-0000 FB	330.00			
				Transcript Services	Desc: Transcript Svces/Compreh Plan				
7	1000	100	4	200520	52000-0000 FB		500.00		
				Office Supplies	Desc: For refreshment supplies				
8	1000	100	4	200520	52100-0000 FB	500.00			
				Refreshment Supplies	Desc: For refreshment supplies				
*** Totals For Journal Entry N- 67 , Source Code FB						Debits	Credits	Difference	
						Base:	902.00	890.00	12.00
						Unit:	0.00	0.00	0.00
*** Totals For Journal Entry N- 67						Debits	Credits	Difference	
						Base:	902.00	902.00	0.00
						Unit:	0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 5

Journal Entry N 68 Budget Addition Adjustment Code ADD Budget Addition Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit	
1	1000	100	4	513500	56100-0000 FB Desc: For VFW Purchase	10,922.00		
2	1000	100	4	513900	31199-0000 FB Desc: For VFW Purchase		10,922.00	
3	1000	100	4	513500	56101-0000 FB Desc: For VFW Parking Lot Const	52,969.00		
4	1000	100	4	513900	31199-0000 FB Desc: For VFW Parking Lot Const		52,969.00	
5	1000	100	4	100511	54303-0000 FB Desc: Morton Arboretum Grant	20,000.00		
6	1000	100	4	100999	44231-0000 FB Desc: Morton Arboretum Grant		20,000.00	
*** Totals For Journal Entry N- 68 , Source Code FB						Debits	Credits	Difference
						83,891.00	83,891.00	0.00
						0.00	0.00	0.00
*** Totals For Journal Entry N- 68						Debits	Credits	Difference
						83,891.00	83,891.00	0.00
						0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles USD
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 7

Journal Entry N 70 Budget Addition Adjustment Code ADD Budget Addition Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit	
1	1000	100	4	200522 Labor Related Legal	54120-0000 FB Desc: For legal bills	570.00		
2	1000	100	4	200900 Available Resources	31199-0000 FB Desc: For legal bills		570.00	
*** Totals For Journal Entry N- 70 , Source Code FB						Debits	Credits	Difference
						570.00	570.00	0.00
						Unit: 0.00	0.00	0.00
*** Totals For Journal Entry N- 70						Debits	Credits	Difference
						570.00	570.00	0.00
						Unit: 0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 8

Journal Entry N 71 Budget Transfer Adjustment Code TRF Budget Transfer Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit		
1	1000	100	4	200520	54142-0000 FB	100.00			
				Background Checks	Desc: For background checks				
2	1000	100	4	200520	52201-0000 FB		100.00		
				Awards	Desc: For background checks				
3	1000	100	4	100200	54403-0000 FB		1,911.00		
				Maint Agreemnts - Computer Equip	Desc: For switch replacements				
4	1000	100	4	100200	56004-0000 FB	1,911.00			
				Computer Equipment	Desc: For switch replacements IS1012				
*** Totals For Journal Entry N- 71 , Source Code FB						Debits	Credits	Difference	
						Base:	2,011.00	2,011.00	0.00
						Unit:	0.00	0.00	0.00
*** Totals For Journal Entry N- 71						Debits	Credits	Difference	
						Base:	2,011.00	2,011.00	0.00
						Unit:	0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles USD
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 9

Journal Entry N 72 Budget Addition Adjustment Code ADD Budget Addition Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit	
1	1000	100	4	100501	54150-0000 FB	12,000.00		
				Consulting Services	Desc: Capital infrastructure consult			
2	1000	100	4	100900	31199-0000 FB		12,000.00	
				Available Resources	Desc: Capital infrastructure consult			
*** Totals For Journal Entry N- 72 , Source Code FB						Debits	Credits	Difference
						Base: 12,000.00	12,000.00	0.00
						Unit: 0.00	0.00	0.00
*** Totals For Journal Entry N- 72						Debits	Credits	Difference
						Base: 12,000.00	12,000.00	0.00
						Unit: 0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles USD
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 10

Journal Entry N 73 Reduce Project PO R/F's Adjustment Code RFE Roll Forward of Budget for Enc Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit		
1	1000	100	4	200521 Substation Capital Improvemnts	56203-0000 FB Desc: Reduce R/F for PO 73129-1		2,500.00		
2	1000	100	4	200521 Substation Capital Improvemnts	56203-0000 FB Desc: Reduce R/F for PO 73129-2		1,607.00		
3	1000	100	4	200521 Substation Capital Improvemnts	56203-0000 FB Desc: Reduce R/F for PO 74082-1		85,500.00		
4	1000	100	4	200521 Substation Capital Improvemnts	56203-0000 FB Desc: Reduce R/F for PO 74094-3		10,880.00		
5	1000	100	4	200521 Substation Capital Improvemnts	56203-0000 FB Desc: Reduce R/F for PO 74094-6		21,760.00		
6	1000	100	4	200521 Substation Capital Improvemnts	56203-0000 FB Desc: Reduce R/F for PO 75273-1		3,230.00		
7	1000	100	4	200521 Substation Capital Improvemnts	56203-0000 FB Desc: Reduce R/F for PO 75486-1		273.00		
8	1000	100	4	200900 Budget Roll Forward-PO's	31198-0000 FB Desc: Reduce R/F for project PO's	125,750.00			
9	1000	100	4	200521 Distribution Capital Improve	56206-0000 FB Desc: Reduce R/F for PO 75267-1		338,843.00		
10	1000	100	4	200521 Distribution Capital Improve	56206-0000 FB Desc: Reduce R/F for PO 74081-1		82,869.00		
11	1000	100	4	200521 Distribution Capital Improve	56206-0000 FB Desc: Reduce R/F for PO 75268-1		25,200.00		
12	1000	100	4	200521 Distribution Capital Improve	56206-0000 FB Desc: Reduce R/F for PO 75318-1		16,000.00		
13	1000	100	4	200900 Budget Roll Forward-PO's	31198-0000 FB Desc: Reduce for Project PO's	462,912.00			
*** Totals For Journal Entry N- 73 , Source Code FB						Debits	Credits	Difference	
						Base:	588,662.00	588,662.00	0.00
						Unit:	0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles USD
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

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*** Totals For Journal Entry N- 73

	Debits	Credits	Difference
Base:	588,662.00	588,662.00	0.00
Unit:	0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles USD
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 12

Journal Entry N 74 Budget Transfers Adjustment Code TRF Budget Transfer Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit	
1	1000	100	4	100510	55202-0000 FB	120.00		
				Other Governmental Fees	Desc: For CDL renewals			
2	1000	100	4	100510	54459-0000 FB		120.00	
				Repair & Maint - Storm Sewer	Desc: For CDL renewals			
*** Totals For Journal Entry N- 74 , Source Code FB						Debits	Credits	Difference
						120.00	120.00	0.00
						Unit: 0.00	0.00	0.00
*** Totals For Journal Entry N- 74						Debits	Credits	Difference
						120.00	120.00	0.00
						Unit: 0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles USD
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 13

Journal Entry N 75 Budget Transfers Adjustment Code TRF Budget Transfer Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit		
1	1000	100	4	220551	52101-0000 FB Desc: For OT Meals	39.00			
2	1000	100	4	220551	51402-0000 FB Desc: For OT Meals		39.00		
*** Totals For Journal Entry N- 75 , Source Code FB						Debits	Credits	Difference	
						Base:	39.00	39.00	0.00
						Unit:	0.00	0.00	0.00
*** Totals For Journal Entry N- 75						Debits	Credits	Difference	
						Base:	39.00	39.00	0.00
						Unit:	0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles USD
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 14

Journal Entry N 76 Budget Transfer Adjustment Code TRF Budget Transfer Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit	
1	1000	100	4	100210	54120-0000 FB	4,100.00		
				Labor Related Legal	Desc: Legal costs for negotiatoins			
2	1000	100	4	100210	54110-0000 FB		4,100.00	
				General Legal	Desc: Legal costs for negotiatoins			
*** Totals For Journal Entry N- 76 , Source Code FB						Debits	Credits	Difference
						Base: 4,100.00	4,100.00	0.00
						Unit: 0.00	0.00	0.00
*** Totals For Journal Entry N- 76						Debits	Credits	Difference
						Base: 4,100.00	4,100.00	0.00
						Unit: 0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles USD
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 15

Journal Entry N 77 Budget Transfer Adjustment Code TRF Budget Transfer Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit	
1	1000	100	4	100401	52101-0000 FB	232.00		
				Meals-Business	Desc: For business meals			
2	1000	100	4	100401	52100-0000 FB		232.00	
				Refreshment Supplies	Desc: For business meals			
*** Totals For Journal Entry N- 77 , Source Code FB						Debits	Credits	Difference
						232.00	232.00	0.00
						Unit: 0.00	0.00	0.00
*** Totals For Journal Entry N- 77						Debits	Credits	Difference
						232.00	232.00	0.00
						Unit: 0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles USD
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 16

Journal Entry N 78 Budget Transfer Adjustment Code TRF Budget Transfer Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit	
1	1000	100	4	100200	51300-0000 FB	700.00		
				Registration and Fees	Desc: Correct Entry #54-wrong acct			
2	1000	100	4	100200	51304-0000 FB		700.00	
				Memberships and Dues	Desc: Correct Entry #54-wrong acct			
*** Totals For Journal Entry N- 78 , Source Code FB						Debits	Credits	Difference
						700.00	700.00	0.00
						Unit: 0.00	0.00	0.00
*** Totals For Journal Entry N- 78						Debits	Credits	Difference
						700.00	700.00	0.00
						Unit: 0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles USD
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 17

Journal Entry N 79 Budget Addition Adjustment Code ADD Budget Addition Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit	
1	1000	100	4	800223 Repair & Maint - Other Equip	54467-0000 FB Desc: For emerg repair gas pump syst	2,540.00		
2	1000	100	4	800900 Available Resources	31199-0000 FB Desc: For emerg repair gas pump syst		2,540.00	
*** Totals For Journal Entry N- 79 , Source Code FB						Debits	Credits	Difference
						Base: 2,540.00	2,540.00	0.00
						Unit: 0.00	0.00	0.00
*** Totals For Journal Entry N- 79						Debits	Credits	Difference
						Base: 2,540.00	2,540.00	0.00
						Unit: 0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles USD
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 18

Journal Entry N 80 Budget Transfer Adjustment Code TRF Budget Transfer Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit	
1	1000	100	4	100400	51403-0000 FB	718.00		
				Non-Employee Travel	Desc: For accred team member travel			
2	1000	100	4	100400	51400-0000 FB		718.00	
				Transportation Expense	Desc: For accred team member travel			
*** Totals For Journal Entry N- 80 , Source Code FB						Debits	Credits	Difference
						718.00	718.00	0.00
						Unit: 0.00	0.00	0.00
*** Totals For Journal Entry N- 80						Debits	Credits	Difference
						718.00	718.00	0.00
						Unit: 0.00	0.00	0.00

Budget Journal Edit Listing

FB240 Date 09/03/13
Time 09:02

Company 1000 - City of St. Charles
Budget Journal Edit Listing
For Fiscal Year 2014
Budget 100 FY 13/14 Revised Budget USD

Page 19

Journal Entry N 81 Budget Transfer Adjustment Code TRF Budget Transfer Active
Status History Operator CI\jherr

Line	Co	Bud	Prd	Account	SC	Debit	Credit		
1	1000	100	5	100222	52100-0000 FB	175.00			
				Refreshment Supplies	Desc: For Gail's retirement party				
2	1000	100	5	100222	54520-0000 FB		175.00		
				Printing	Desc: For Gail's retirement party				
3	1000	100	5	100300	51400-0000 FB	1,846.00			
				Transportation Expense	Desc: DC Huffman FBI Academy expense				
4	1000	100	5	100300	51402-0000 FB		1,846.00		
				Meals-Travel & Training	Desc: DC Huffman FBI Academy expense				
5	1000	100	5	100300	51400-0000 FB	105.00			
				Transportation Expense	Desc: DC Huffman FBI Academy expense				
6	1000	100	5	100300	51304-0000 FB		105.00		
				Memberships and Dues	Desc: DC Huffman FBI Academy expense				
7	1000	100	5	100300	51400-0000 FB	115.00			
				Transportation Expense	Desc: DC Huffman FBI Academy expense				
8	1000	100	5	100300	51300-0000 FB		115.00		
				Registration and Fees	Desc: DC Huffman FBI Academy expense				
*** Totals For Journal Entry N- 81 , Source Code FB						Debits	Credits	Difference	
						Base:	2,241.00	2,241.00	0.00
						Unit:	0.00	0.00	0.00
*** Totals For Journal Entry N- 81						Debits	Credits	Difference	
						Base:	2,241.00	2,241.00	0.00
						Unit:	0.00	0.00	0.00
*** Totals For Company 1000						Debits	Credits	Difference	
						Base:	1,287,699.00	1,287,699.00	0.00
						Unit:	0.00	0.00	0.00
*** Totals For Report						Debits	Credits	Difference	
						Base:	1,287,699.00	1,287,699.00	0.00
						Unit:	0.00	0.00	0.00

The revisions shown herewith have been approved by the City Council, except as noted below.

Signature

Date

Signature

Date

Signature

Date

Exceptions:



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve Funds Transfer Resolutions Authorizing Budgeted Transfers for Debt Service Payments and Miscellaneous Transfers
Presenter:	Christopher A. Minick

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations (9/16/13)	<input type="checkbox"/>	Government Services
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council

Estimated Cost:	N/A	Budgeted:	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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If NO, please explain how item will be funded:

Executive Summary:

During the fiscal year interfund transfers are sometimes necessary to fund activities/transactions in other funds. Most City revenues are recorded into the General Fund and transfers are periodically made to fund debt service payments, subsidize the activities of other funds or for a special use. Additionally, transfers will be made from the City's Utility Enterprise Funds to finance these funds' proportionate share of the debt service payments.

Funds Transfer Requests:
Fiscal Year 13/14-
Transfer of funds to cover principal and interest payments for General Obligation Bonds: 2002A GO Bonds, 2005A GO Bonds, 2005B GO Refunding Bonds, 2006 GO Bonds, 2007A GO Bonds, 2007C GO Bonds, 2008A GO Bonds, 2008C GO Bonds, 2009 GO Refunding Bonds, 2010B GO Refunding Bonds, 2010C GO Refunding Bonds, 2011A GO Bonds, 2011B GO Refunding Bonds, 2011C GO Refunding Bonds, 2011D GO Refunding Bonds, 2012A GO Bonds, 2012B GO Refunding Bonds, 2012C GO Refunding Bonds, 2013A GO Refunding Bonds.

Transfer of funds from the General Fund to the Refuse Fund and the WC/Liability Fund to subsidize activities within that fund.

Attachments: (please list)

Funds Transfer Resolutions

Recommendation/Suggested Action (briefly explain):

Recommendation to Approve Funds Transfer Resolutions Authorizing Budgeted Transfers for Debt Service Payments and Miscellaneous Transfers.

<i>For office use only:</i>	<i>Agenda Item Number:</i> 3b
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Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$178,879.00

From Corporate Fund 100 to Fund 803 (WC & Liability) for FY 13/14.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$445.88

From the General Fund to the 2002A G.O. Debt Service Fund 704 for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$31,000.00

From the General Fund to the 2005A G.O. Debt Service Fund 718 (Public Works Garage) for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$7,091.25

From Baker TIF Special Revenue Fund 304 to Baker TIF Debt Service Fund 706 (2005B Refunding) for FY 13/14.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$23,502.50

From First Street TIF Special Revenue Fund 305 to First Street TIF Debt Service Fund 713 (2006 GO) for FY 13/14.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$11,583.75

From First Street TIF Special Revenue Fund 305 to First Street TIF Debt Service Fund 713 (2007A GO) for FY 13/14.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$4,900.00

From First Street TIF Special Revenue Fund 305 to First Street TIF Debt Service Fund 713 (2007C GO) for FY 13/14.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$22,906.25

From First Street TIF Special Revenue Fund 305 to First Street TIF Debt Service Fund 713 (2008A GO) for FY 13/14.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$230,242.50

From the General Fund to the 2008C G.O. Debt Service Fund 720 (Fire Station, Ladder Truck & Riverwall Projects) for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$9,974.82

From the General Fund to the 2009 Refunding G.O. Debt Service Fund 722 for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$25,578.13

From Moline TIF Special Revenue Fund 320 to Moline TIF Debt Service Fund 709 (2009 GO Refunding) for FY 13/14.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$35,387.50

From the General Fund to the 2010B Refunding G.O. Debt Service Fund 724 for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$36,200.00

From Mall TIF Special Revenue Fund 322 to Debt Service Fund 705 (2010C Refunding GO) for FY 2013/2014.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$69,924.14

From the General Fund to the 2011A G.O. Debt Service Fund 723 (Capital Projects) for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$1,356.48

From the General Fund to the 2011B Refunding G.O. Debt Service Fund 725 for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$52,662.50

From the General Fund to the 2011C Refunding G.O. Debt Service Fund 726 for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$48,462.50

From the TIF 5 Special Revenue Fund 306 to the 2011D Refunding G.O. Debt Service Fund 710 for Fiscal Year 13/14 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$48,998.06

From the General Fund to the 2012A G.O. Debt Service Fund 721 (EAB Project) for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$93,412.22

From the Redgate Bridge Capital Project Fund 501 to the 2012A G.O. Debt Service Fund 721 (Redgate Bridge Project) for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$133,997.74

From the General Fund to the 2012B G.O. Refunding Debt Service Fund 727 for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$62,738.82

From the Electric Fund to the 2012B G.O. Refunding Debt Service Fund 727 for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$21,171.12

From the Water Fund to the 2012B G.O. Refunding Debt Service Fund 727 for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$40,276.77

From the Sewer Fund to the 2012B G.O. Refunding Debt Service Fund 727 for Fiscal Year 2013/2014 as budgeted.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$7,376.03

From Baker TIF Special Revenue Fund 304 to Baker TIF Debt Service Fund 706 (2012C Refunding) for FY 13/14.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$211,130.55

From First Street TIF Special Revenue Fund 305 to First Street TIF Debt Service Fund 713 (2013A GO Refunding) for FY 13/14.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the budgeted transfer of:

\$92,000.00

From Corporate Fund 100 to Fund 230 (Refuse) for FY 13/14.

During FY 13/14 and as shown in the budget during that year.

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2013.

Nancy L. Garrison, City Clerk

(SEAL)



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Discontinue the Redflex Red Light Traffic Program at Rt. 31 at W. Main Street

Presenter: Chief Lamkin

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations (9/16/13)		Government Services
<input type="checkbox"/>	Planning & Development		City Council
<input type="checkbox"/>	Public Hearing		

Estimated Cost: \$ Budgeted: YES X NO

If NO, please explain how item will be funded:

Executive Summary:

The City of St. Charles entered into an agreement with Redflex Systems in September of 2008. The original decision to install a red light camera on the northbound leg of Rt. 31 at W. Main Street was to increase public safety through a reduction in traffic crashes. In the year prior to activation, there were 15 crashes at this location.

- In 2009:8 crashes
- In 2010:9 crashes
- In 2011:5 crashes
- In 2012:9 crashes
- In 2013:5 crashes YTD

In the first full year of activation there were 353 verified violations, as opposed to 2013, there have been 167 YTD.

The contract with Redflex was designed with a cost neutral clause, so that in the event that revenue for the violations did not surpass the cost for the equipment and processing violations, there would be no additional cost to the city. The city has never generated any revenue from the program, but has benefitted by a reduction in crashes. That has also reflected in a reduction of violations.

From a staff perspective, from the review of violations and processing of violations to include adjudication, it involves about 150 hours of staff time. This does not account for staff time related to FOIA requests and reports required for IDOT.

This initial term of the contract was for five years, which expires September 23, 2013. The police department staff review indicates this initial initiative was successful, but should be discontinued. Police Department recommends that Redflex Systems be informed of the intent to discontinue the contract upon the expiration date.

Attachments: (please list)

Recommendation / Suggested Action (briefly explain):

Recommendation to discontinue the Redflex Red Light Traffic Program at Rt. 31 at W. Main Street.

For office use only: Agenda Item Number: 3c



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to accept bids of \$63,588 for two Tahoe Vehicles and approve an Ordinance Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles

Presenter: Mike Shortall

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations (9/16/13)	<input type="checkbox"/>	Government Services
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost: \$63,588 Budgeted: YES NO

If NO, please explain how item will be funded:

Executive Summary:

We are seeking approval to purchase two new 2013 Chevrolet Tahoes for the St. Charles Police Department. Bids were taken through a State bid. These vehicles were budgeted and approved for \$63,588. These vehicles were approved by the City Fleet Committee.

We are, also, seeking approval to dispose of the replaced Vehicles #1721 2008 Ford Explorer and #1745 2004 Ford Excursion.

Attachments: *(please list)*

Ordinance

Recommendation / Suggested Action *(briefly explain):*

Recommendation to accept bids of \$63,588 for two Tahoe Vehicles and approve an Ordinance Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles.

For office use only: Agenda Item Number: 4a

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:

2008 Ford Explorer (City #1721)
2004 Ford Excursion (City #1745).

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: the highest bidder. We would like approval to purchase 2-2013 Chevrolet Tahoes.

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: _____

RBW:cjb

ordinances\trade in 2x
8/4/13



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to accept bids of \$63,078 for two Tahoe Vehicles and approve an Ordinance Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles

Presenter: Mike Shortall

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations (9/16/13)	<input type="checkbox"/>	Government Services
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost: \$63,078 Budgeted: YES X NO

If NO, please explain how item will be funded:

Executive Summary:

We are seeking approval to purchase two new 2013 Chevrolet Tahoes for the St. Charles Fire Department. Bids were taken through a State bid. These vehicles were budgeted and approved for \$63,078. These vehicles were approved by the City Fleet Committee.

We are, also, seeking approval to dispose of the replaced Vehicles #1952 and #1995 2003 Ford Expeditions.

Attachments: *(please list)*

Ordinance

Recommendation / Suggested Action *(briefly explain):*

Recommendation to accept bids of \$63,078 for two Tahoe Vehicles and approve an Ordinance Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles.

For office use only: Agenda Item Number: 4b

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:

2003 Ford Expedition (City #1952)
2003 Ford Expedition (City #1995).

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: the highest bidder. We would like approval to purchase 2-2013 Chevrolet Tahoes.

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: _____

RBW:cjb

ordinances\trade in 2x-
8/4/13



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve an Application for IMRF Benefit Protection Leave in the Estimated Amount of \$2,220.84
Presenter:	Kathy Livernois

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations – 9/16/13	<input type="checkbox"/>	Government Services
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$2,220.84	Budgeted:	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>	X
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If NO, please explain how item will be funded:

Executive Summary:

In looking at a City employee’s retirement options, we recently discovered a discrepancy due to a workers’ compensation leave of seven months taken in 1995 by an employee. This resulted in a service credit discrepancy. An application for IMRF Benefit Protection Leave is required in order to document the appropriate service credit and contribute the appropriate amount to the employee’s IMRF pension account. The estimated cost to the City is \$2,220.84, and the estimated cost to the employee is \$908.44. City Council approval is required by IMRF in order to make this application.

Attachments: *(please list)*

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve an application for IMRF Benefit Protection Leave in the estimated amount of \$2,220.84.

FOR OFFICE USE ONLY

Agenda Item Number: 5a



IMRF BENEFIT PROTECTION LEAVE

IMRF Form 6.32 (Rev. 02/2013)

Avoid delays—read all instructions before completing this form.

Requirements for IMRF Benefit Protection Leave

1. In order to apply for leave service, you must still be employed in an IMRF-covered position.
2. You are allowed to establish a maximum of 12 months of Benefit Protection Leave over your entire IMRF career.
3. To qualify, the unit of government with which you were employed during the leave period, **must certify** the Benefit Protection Leave.

Maintaining Eligibility for IMRF Benefits

If this completed form is on file with IMRF, you will maintain eligibility for disability or death benefits if you meet the following requirements:

A. Disability benefits are payable if the disability occurs during the leave period and if:

- (1) You have at least one year of contributing service other than the leave, have continuous service (including the Benefit Protection Leave) of one year prior to the date of disability, and this form has been filed prior to the date of disability;

or

- (2) You have at least five years of service credit (which may include noncontributing prior service credit), the last year of which immediately precedes the leave, and this form has been filed prior to the date of disability;

or

- (3) You qualify under clauses (1) or (2) above but you:
 - a. had an interruption in service of less than three months with the same employer in the 12 months preceding the date of disability and were not paid a separation benefit;

or

- b. had any interruption in service after 20 or more years of creditable service but were not paid a separation benefit and returned to service prior to the date of disability.

Note: In order to receive disability benefit payments, you will have to pay for the Benefit Protection Leave Service.

B. Death benefits are payable if death occurs during the Benefit Protection Leave period only if you have at least one year of creditable service in addition to the service granted for the leave. Your cost of the leave up to the date of death will be deducted from the IMRF death benefit.

C. Retirement service credit for the period of absence (not to exceed 12 months) is granted only after you pay the IMRF contributions plus interest. Remember, you must still meet the IMRF vesting requirement to qualify for a pension.

Instructions for Completing this Form

1. Member Information

Enter the requested information, including a daytime telephone number.

2. Certification by Member

Enter the dates of the leave and number of months of leave. Sign and date where indicated. If the end date is not known, refer to the "Leave of Absence with Future End Date" section on page 2.

3. Enter the name and ID number of the employer at the time of the leave.

4. Certification by Authorized Agent

Your employer's IMRF Authorized Agent enters the requested information.

5. Certification by Clerk or Secretary of Governing Body

Clerk or secretary of your employer's governing body **must certify** the Benefit Protection Leave.

Note: This application will **NOT** be processed if you submit it without the Authorized Agent and governing body certification.

Illinois Municipal Retirement Fund

2211 York Road Suite 500 Oak Brook, IL 60523-2337

Member Services Representatives 1-800-ASK IMRF (1-800-275-4673) Fax: (630) 706-4289

www.imrf.org

How do you pay for the Leave?

- 1. Your costs (member contributions) for the leave period** are calculated by multiplying your average monthly earnings by the number of months of the leave of absence. *Determine the monthly average by adding the IMRF reported earnings for the 12 months prior to the leave and dividing by twelve.* The member cost is based upon IMRF member contributions applicable to your Plan, plus interest.
- 2. IMRF will mail you a Past Service Payment Schedule** which offers **two payment plan options** for establishing the past service:

Option 1 - Lump Sum Payment Plan

The Lump Sum Payment Plan allows you to pay the total cost with a single payment and purchase all past service at once.

Option 2 - Unit Payment Plan

The Unit Payment Plan allows you to purchase one or more months at a time. You may pay as often as you like, buying credit from your earliest to your most recent month of service. However, you may not buy more months than indicated on the Past Service Payment Schedule.

- 3. Do you want to use funds from an IRA or another pension plan to pay for the leave?**

You may pay for service with a qualified pension plan as defined by Section 401a, 457, 403b, etc. of the Internal Revenue Code, or with a traditional individual retirement account ("IRA"). Please complete and submit **IMRF Form 6.01, "Request for Rollover Approval,"** for determination of eligibility.

NOTE: If your Leave of Absence has a **future end date**, you will **NOT** receive a Past Service Payment Schedule. However, you **WILL** receive an estimate of the cost of the Leave. **Do not send in payment** based on the estimate. Payment is only accepted after a formal Past Service Payment Schedule is sent to you.
See section below for more information about Leave of Absence with Future End Date.

Employer's Cost

The employer's contribution for leave service is made through future contribution rates. Therefore, a separate employer payment is not required. The actuary will take

the service into account when annually determining the employer contribution rate.

Leave of Absence with Future End Date

Members and employers should **pay special attention** to Benefit Protection Leaves that end at a future date. If an exact future date is indicated, the application will be processed and an estimated cost will be based upon the member returning at that time.

Important: If the member **returns earlier or later** than that date, the cost indicated on the **estimate letter will be incorrect.** Please advise IMRF's Past Service Unit as soon as possible.

If an **exact future date is not indicated**, IMRF cannot process the application until an exact date is known. To protect the member's death and disability benefits, the employer should submit the leave form with a cover letter explaining that the

- (1) exact date is unknown at this time and
- (2) employer will send a copy of the leave form with the exact date when it is known.

IMRF will delay processing and will not issue a Payment Schedule to the member until the employer submits the end date of the leave. **Please note: IMRF will not send a reminder to request the end date.**

Estimating the cost of a leave with a future end date

In order to estimate the cost of a Benefit Protection Leave that has a future end date, it is important for the employer to indicate the amount of pay, if any, the member will be paid in the month the member returns from the leave. Enter this amount in "Estimated/ Exact Earnings to be Reported in the Month the Employee Returns to Work" (Question 6 under "Certification by Authorized Agent") on the form.

Illinois Municipal Retirement Fund

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