

**AGENDA**  
**THE CITY OF ST. CHARLES CITY**  
**GOVERNMENT OPERATIONS COMMITTEE MEETING**  
**ALD. STEVE WEBER, CHAIR**  
**MONDAY, DECEMBER 1, 2025**  
**IMMEDIATELY FOLLOWING THE CITY COUNCIL**  
**MEETING CITY COUNCIL CHAMBERS – 2 EAST MAIN**  
**STREET**

1. **Call to Order**
2. **Roll Call**
3. **Administrative**
4. **Omnibus Vote. Items with an asterisk (\*)** are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.
5. **Finance Department**
  - a. Recommendation to approve an **Ordinance** Amending Ordinance No. 2024-M-31 with Regard to the Deferred Imposition of a Municipal Push Tax on Plays of Video Gaming Terminals.
  - b. Recommendation to approve an **Ordinance** Abating a Portion of the 2025 Property Tax Heretofore Levied for the City of St. Charles.
6. **City Administration**
  - a. Recommendation to approve an **Ordinance** Rescinding Section 2.27.100, “Inactive Status; Suspension of Commission Activities; Reactivation,” and Amending Title 2, Chapter 2.27 “Senior Services Commission,” of the St. Charles Municipal Code.
  - b. Council Initiatives Update
7. **Information Technology**
  - \*a. Recommendation to approve a **Resolution** authorizing the purchase of HPE Aruba Network Equipment Maintenance from Pace Systems for \$29,222.

- \*b. Recommendation to approve a **Resolution** authorizing an agreement with Power Systems Engineering for ArcFM Fiber Manager upgrade services for \$31,620.
- c. Recommendation to approve a **Resolution** authorizing an agreement with Government Finance Officers Association for Enterprise Resource Planning Software Consulting Services for \$188,000.

**8. Public Comment**

**9. Additional Items from Mayor, Council or Staff**

**10. Executive Session**

- Pending, Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)
- Personnel – 5 ILCS 120/2(c)(1)

**11. Adjournment**

**ADA Compliance**

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TTY), or via e-mail at [jmcmahon@stcharlesil.gov](mailto:jmcmahon@stcharlesil.gov). Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item Number: 5a
	Title:	Recommendation to approve an Ordinance Amending Ordinance No. 2024-M-31 with Regard to the Deferred Imposition of a Municipal Push Tax on Plays of Video Gaming Terminals	
	Presenter:	Heather McGuire, City Administrator	
Meeting: Government Operations Committee		Date: December 1, 2025	
Proposed Cost: \$		Budgeted Amount: \$	Not Budgeted: <input type="checkbox"/>
<b>Executive Summary</b> <i>(if not budgeted please explain):</i>			
<p><b>As a reminder</b>, the information below was presented on May 1, 2023, to approve Ordinance 2023-M-17. The original effective date of the Ordinance was set as May 1, 2022. The effective date was <b>extended to May 1, 2023, by Ordinance No. 2022-M-42. It was extended again on May 1, 2023, to December 1, 2023, by Ordinance No. 2023-M-17, again on February 20, 2024, to January 1, 2025, by Ordinance No. 2024-M-3 and again on December 16, 2024, to December 31, 2025 by Ordinance No. 2024-M-31</b> to allow appropriate time for some of these issues to develop before the tax is implemented. Since there continues to be a lack of regulatory guidance and pending litigation that creates uncertainty about how the tax may be imposed, this Ordinance defers the implementation of the tax to December 31, 2026.</p> <p>On October 27, 2021, the legislature amended SB 3136 (the “Bill”) to include limiting language regarding municipal “Push Taxes” for Video Gaming Terminals. The amendment stated that “Any home rule municipality that has adopted an ordinance imposing an amusement tax on persons who participate in the playing of video gaming terminals on or before November 1, 2021, may continue to impose such amusement tax pursuant to such ordinance but shall not increase, expand, or extend the tax or tax rate on such persons participating in playing video gaming terminals in excess of that tax or rate set forth in such ordinance and shall not otherwise impose any other tax upon any entity or person identified in subsection (c).” <u><i>As a result, we are required to pass an ordinance imposing such tax prior to November 1<sup>st</sup> in order to preserve our ability to do so.</i></u></p> <p>The Ordinance is drafted to reflect the intent of passing the tax through to the user of the terminal. It is not intended to be a tax on the Operator or impact the businesses who have Video Gaming Terminals. The Ordinance permits the Operators to determine how to collect the tax from the users. However, because of the condensed timeline with the amendment to and passage of the Bill, we anticipate modifications, rules, and regulations regarding the imposition, collection, and distribution of this tax in the coming months. We will monitor any changes and will bring any issues to City Council for discussion as necessary.</p> <p>In addition, there is a pending litigation challenging the “push tax” and its implementation. The outcome of any litigation may affect the City’s ability to implement and collect this tax in the future.</p>			
<b>Attachments</b> <i>(please list):</i>			
Ordinance Amending Ordinance No. 2024-M-31 with Regard to the Deferred Imposition of a Municipal Push Tax on Plays of Video Gaming Terminals			
<b>Recommendation/Suggested Action</b> <i>(briefly explain):</i>			
Recommendation to approve an <b>Ordinance</b> Amending Ordinance No. 2024-M-31 with Regard to the Deferred Imposition of a Municipal Push Tax on Plays of Video Gaming Terminals.			

**City of St. Charles, IL**  
**Ordinance No. 2025-M -**

**An Ordinance Amending Ordinance No. 2024-M-31**  
**with regard to the Deferred Imposition of a Municipal Push Tax**  
**on Plays of Video Gaming Terminals**

WHEREAS, the City of St. Charles, as a home rule unit of local government as provided by Article VII, Section 6 of the Illinois Constitution of 1970, has the authority to exercise any power and perform any function pertaining to its government and affairs except as limited by Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, the Illinois Video Gaming Act, 230 ILCS 40/1 *et seq.*, as amended, regulates the operation, licensing, and administration of video gaming; and

WHEREAS, the City, in accordance with the Illinois Video Gaming Act, regulates video gaming activities within the City; and

WHEREAS, the City, pursuant to Ordinance No. 2021-M-45 (“Push Tax Ordinance”), imposed a tax upon the playing of Video Gaming Terminals within the City (“Municipal Push Tax”); and

WHEREAS, pursuant to the Push Tax Ordinance, due to a lack of regulatory guidance and pending litigation challenging the authority by municipalities to implement a Municipal Push Tax, the commencement of the imposition of the Municipal Push Tax was deferred until May 1, 2023, by Ordinance No. 2022-M-42, further deferred until December 31, 2024, by Ordinance 2024-M-3, further deferred until December 31, 2025 by Ordinance 2024-M-31; and

WHEREAS, the litigation remains pending and unresolved; and

WHEREAS, the Mayor and Council of the City find and determine that it is in the best interest of the City to extend the deferral of the imposition of the Municipal Push Tax to and until December 31, 2026, to allow for additional time for the resolution of the uncertainty caused by the continued lack of regulatory guidance and pending litigation.

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

Section 1. The recitals above shall be and are hereby incorporated in this Section 1 as if restated herein.

Section 2. The deferred imposition of the Municipal Push Tax, as defined and provided for in Chapter 3.64 of the St. Charles Municipal Code, entitled “Video Gaming Terminal Municipal Push Tax,” is hereby extended from December 31, 2025, to and until December 31, 2026.

Section 3. Each section, paragraph, clause and provision of this Ordinance is separable and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision.

Section 4. Except as to the Code provision set forth above in this Ordinance, all chapters and sections of the City Code of the City of St. Charles, as amended, shall remain in full force and effect.

Section 5. This Ordinance shall be in full force and effect after passage, approval and publication as required by law.

PRESENTED to the City Council of the City of St. Charles, Illinois, this \_\_\_\_\_ day of December 2025.

PASSED by the City Council of the City of St. Charles, Illinois, this \_\_\_\_\_ day of December 2025.

APPROVED by the Mayor of the City of St. Charles, Illinois, this this \_\_\_\_\_ day of December 2025.

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Clint Hull, Mayor

ATTEST:

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Jessica Bridges, City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 5b
	Title:	<b>Seeking a Motion to Approve an Ordinance Abating a Portion of the 2025 Property Tax Heretofore Levied for the City of St. Charles</b>	
	Presenter:	<b>Bill Hannah, Director of Finance</b>	
<b>Meeting:</b> Government Operations Committee		<b>Date:</b> December 1, 2025	
<b>Proposed Cost:</b> \$		<b>Budgeted Amount:</b> \$	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>Consistent with past practice and prior direction, staff is requesting the Council to approve the attached ordinance which would abate the property taxes levied to pay the principal and interest payments on the outstanding general obligation bonds that the City has issued. The annual debt payment on these bonds will be paid from a variety of sources based on the projects funded with those bonds such as electric, water or sewer utility charges, increment generated from the City's tax increment financing districts as well as General Fund revenues.</p> <p>The attached ordinance would abate <b>all of the \$8,285,265 in upcoming annual debt service payments for FY 26-27.</b></p>			
<b>Attachments</b> (please list):			
<b>Abatement Ordinance</b>			
<b>Recommendation/Suggested Action</b> (briefly explain):			
<b>Seeking a Motion to Approve an Ordinance Abating a Portion of the 2025 Property Tax Heretofore Levied for the City of St. Charles</b>			

**City of St. Charles, Illinois  
Ordinance No. 2025-M-\_\_\_**

**An Ordinance Abating a Portion of the Tax Heretofore Levied for the  
City of St. Charles, Kane and DuPage Counties, Illinois.**

**Presented and Passed by the  
City Council on \_\_\_\_\_**

**WHEREAS**, the City Council of the city of St. Charles, Kane and DuPage Counties, Illinois, did on the 1st day of December 2025, adopt an Ordinance entitled:

**"ANNUAL TAX LEVY ORDINANCE" of the City of St. Charles,  
Kane and DuPage Counties, Illinois"; and**

**WHEREAS**, a duly certified copy of said Ordinance was filed with the County Clerks of Kane and DuPage Counties, Illinois, in 2025; and

**WHEREAS**, revenue the city of St. Charles has received from other sources will be sufficient to pay expenditures without any funds for debt service purposes being levied as set forth in said Annual Tax Levy Ordinance;

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

Section 1. That the tax heretofore levied in said Annual Tax Levy Ordinance, such tax being levied to pay the city's annual debt service expenditures for general obligation bonds, be abated by that amount representing revenue the city has received from other sources, which will be sufficient to pay expenditures for said general obligation bonds. The purposes for which such tax was so levied in said ordinance and the amount so levied for each purpose, the amount of such tax so levied which is to be abated for each purpose, and the remainder of such tax so levied which is to be extended for each purpose are as follows:

Ordinance No. 2025-M-\_\_\_\_\_

<b>PURPOSE OF LEVY</b>	<b>TAX LEVIED IN SAID ORDINANCE</b>	<b>AMOUNT TO BE ABATED</b>	<b>REMAINDER OF LEVY TO BE EXTENDED</b>
GO Bond Series 2012 A	\$448,675	\$448,675	\$0
GO Bond Series 2013 B	\$357,356	\$357,356	\$0
GO Bond Series 2015 A	\$196,068	\$196,068	\$0
GO Bond Series 2016 A	\$561,550	\$561,550	\$0
GO Bond Series 2016 B	\$1,168,250	\$1,168,250	\$0
GO Bond Series 2016 B (TIF)	\$388,500	\$388,500	\$0
GO Bond Series 2018 A	\$1,506,543	\$1,506,543	\$0
GO Bond Series 2019 A	\$1,045,000	\$1,045,000	\$0
GO Bond Series 2020 A	\$827,400	\$827,400	\$0
GO Bond Series 2020 B	\$456,800	\$456,800	\$0
GO Bond Series 2021 A	\$640,897	\$640,897	\$0
GO Bond Series 2021 B (TIF)	\$688,226	\$688,226	\$0
Total	<u>\$8,285,265</u>	<u>\$8,285,265</u>	<u>\$0</u>

Ordinance No. 2025-M-\_\_\_\_\_

Section 2. The intention of this Ordinance is to abate all of the property taxes from each debt service issuance listed in this Ordinance in its entirety for the 2025 levy year, with the remainder of levy to be extended as \$0. In the event the County has a larger amount on file for a specific bond issuance for the 2025 tax levy year other than the amount listed above, the County is instructed and directed by the Ordinance to abate the 2025 levy amount in full and in its entirety.

Section 3. That this Ordinance shall be in full force and effect forthwith upon its passage.

NOW THEREFORE, be it ordained by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois.

PRESENTED to the City Council of the City of St. Charles, Illinois this \_\_\_\_\_ day of December 2025.

PASSED by the City Council of the City of St. Charles, Illinois, this \_\_\_\_\_ day of December 2025.

APPROVED by the Mayor of the City of St. Charles, Illinois this \_\_\_\_\_ day of December 2025.

\_\_\_\_\_  
Clint Hull, Mayor

ATTEST:

\_\_\_\_\_  
CITY CLERK

Ordinance No. 2025-M-\_\_\_\_\_

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



CITY OF  
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**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 6a

Title:

Recommendation to Approve an Ordinance Rescinding Section 2.27.100, "Inactive Status; Suspension of Commission Activities; Reactivation," and Amending Title 2, Chapter 2.27 "Senior Services Commission," of the St. Charles Municipal Code

Presenter:

City Administrator Heather McGuire & Drew Watson

Meeting: Government Operations Committee

Date: December 1, 2025

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

**Executive Summary** *(if not budgeted please explain):*

Mayor Hull and Drew Watson have been collaborating with a group of senior residents to reestablish the Senior Services Commission. The Commission's purpose is to help coordinate and unify public and private resources that support seniors in areas like welfare, transportation, housing, and social and physical well-being. It researches senior-related issues, works with city departments and organizations, and provides recommendations to enhance services and opportunities for older adults.

**Attachments** *(please list):*

Ordinance

**Recommendation/Suggested Action** *(briefly explain):*

Recommendation to approve an Ordinance Rescinding Section 2.27.100, "Inactive Status; Suspension of Commission Activities; Reactivation," and Amending Title 2, Chapter 2.27 "Senior Services Commission," of the St. Charles Municipal Code.

**City of St. Charles, Illinois**  
**Ordinance No. 2025-M-\_\_\_\_\_**

**An Ordinance Rescinding Section 2.27.100, “Inactive Status; Suspension of Commission Activities; Reactivation,” and Amending Title 2, Chapter 2.27 “Senior Services Commission,” of the St. Charles Municipal Code**

WHEREAS, the City of St. Charles (the “City”) recognizes the importance of and has had great success addressing issues of concern to senior residents regarding housing, transportation, elder watch care and with programs for seniors through established organizations, by the prior establishment and utilization of a Senior Services Commission, established pursuant to the City Code Chapter 2.27 (“Senior Services Commission”); and

WHEREAS, the City, on November 19, 2007, adopted Ordinance No. 2007-M-100, enacting Section 2.27.100, suspending the activities of the Senior Service Commission, placing it on inactive status; and

WHEREAS, the corporate authorities of the City find it is in the best interests of the City to now reactivate the Senior Services Commission.

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

SECTION ONE: The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

SECTION TWO: That Title 2, Chapter 2.27, Section 2.27.100, entitled “Inactive Status; Suspension of Commission Activities; Reactivation,” of the City Municipal Code is hereby deleted.

SECTION THREE: That Title 2, Chapter 2.27, entitled “Senior Service Commission,” is hereby re-activated to assume its duties and is hereby amended as follows:

2.27.010 – Establishment.

There is hereby established a Senior Services Commission comprising no more than nine (9) members who are residents of the City.

2.27.020 – Purpose.

The overall purpose of the Senior Services Commission shall be to explore methods and opportunities where people can meet the economic, social, and physical challenges of aging.

2.27.030 – Members – Appointment.

The Mayor, with the approval of the City Council, shall appoint nine (9) members from the at-large community dedicated to serving seniors. In addition, the Mayor shall appoint inter-governmental partners as an ex-officio member of the Commission.

2.27.040 – Members – Terms of Office.

Members shall be appointed to a term of three (3) years with three (3) members being appointed each year; provided, however, of the first nine (9) members of the Commission, three (3) members shall serve one (1) year from the date of appointment through April 30, 2026, three (3) from the date of appointment through April 30, 2027, and three (3) from the date of appointment through April 30, 2028. All future terms shall expire on the 30<sup>th</sup> day of April of the last year of their respective terms. Members whose terms have expired may continue to serve until a successor is appointed, except in the case of a member removed for cause. The Mayor with the advice and consent of the City Council, may fill vacancies in an unexpired term due to resignation.

2.27.050 – Duties.

The St. Charles community Senior Services Commission shall:

- A. Assist in coordinating and integrating governmental and private plans and services affecting the welfare of seniors in the City.
- B. Assist in coordinating and integrating plans and services for transportation, housing, social and physical challenges;
- C. Make or cause to be made studies and surveys related to senior needs;
- D. Request and obtain such cooperation, assistance and data from City departments and other public agencies as may be reasonably necessary to carry out its work;
- E. Recommend plans and methods for the improvements of opportunities for seniors;
- F. Create such subcommittees and advisory committees from outside of the membership of the Commission to aid and assist in the work of the Commission;
- G. Establish liaison with other groups interested in seniors in St. Charles and the surrounding area.

2.27.060 – Compensation and conflicts of interest.

No Commissioner shall receive compensation for serving as a Commissioner. No Commissioner shall be interested, either directly or indirectly, in the purchase of sale of services, supplies or as an employee except to the extent permitted under the statutes of the State of Illinois.

2.27.070 – Meetings.

The Commission shall meet at least four (4) times a year. The Commission members shall set the time and place for the meetings. Minutes shall be recorded for all meetings and filed with the City Clerk.

2.27.080 – Officer.

The only officer shall be the Chairperson, who shall be designated by the Mayor with the inaugural appointments. The Chairperson shall remain the Chairperson until the Commission elects a new Chairperson; provided, however, a Chairperson cannot serve more than four (4) consecutive years.

2.27.090 – Voting/quorum.

Each Commission shall have one vote and all votes shall be decided by a majority of a quorum. A quorum shall consist of five (5) or more members.

SECTION FOUR: That, after the adoption and approval hereof, this 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.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

SECTION FIVE: This Ordinance shall be in full force and effect ten (10) days from and after its passage by a vote of the majority of the corporate authorities now holding office, approval and publication in the manner provided by law.

PRESENTED to the City Council of the City of St. Charles, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

PASSED by the City Council of the City of St. Charles, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

APPROVED by the Mayor of the City of St. Charles, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Clint Hull, Mayor

Attest:

\_\_\_\_\_  
City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



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## AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: \*7a

Title:

Resolution authorizing the purchase of HPE Aruba Network Equipment Maintenance from Pace Systems for \$29,222

Presenter:

Larry Gunderson, Director of Information Technology

**Meeting:** Government Operations Committee

**Date:** December 1, 2025

**Proposed Cost:** \$29,222

**Budgeted Amount:** \$49,000

**Not Budgeted:**

**TIF District:** None

### Executive Summary:

The City's computer network is a digital communications system that enables the City's personal computers, laptops, servers, and telephones to exchange information with each other and the internet. As a result, the City's computer network is essential to its business operations.

In FY 21, Information Technology staff replaced the City's core computer network infrastructure, which includes network switches, wireless access points, and supporting hardware and software, with HPE Aruba network equipment. Included with that purchase was the cost of hardware and software maintenance for three years. Maintenance includes updates to network equipment operating systems, including security patches, as well as the software that supports network equipment operations. With the initial three-year purchase of network equipment maintenance concluded, the IT Department has budgeted the annual cost of HPE Aruba maintenance in its operating budget.

Quote requests were sent to the following vendors, with Pace Systems supplying the lowest quote.

Vendor	Quote
Pace	\$29,222
MNJ	\$31,839
CDWG	\$31,938
ConRes	No Quote
Connection	No Quote

### Attachments:

Resolution

### Recommendation/Suggested Action (briefly explain):

Recommend approval of a resolution authorizing the purchase of HPE Aruba Network Equipment Maintenance from Pace Systems for \$29,222

**City of St. Charles, Illinois  
Resolution No.**

**A Resolution Authorizing the Purchase of HPE Aruba Network  
Equipment Maintenance from Pace Systems in the submitted amount**

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

WHEREAS, the Information Technology Department solicited a request for quote for HPE Aruba network equipment maintenance;

WHEREAS, Pace Systems submitted the lowest quote for Aruba network equipment maintenance;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that a purchase of HPE Aruba network equipment maintenance from Pace Systems is approved in the submitted amount.

PRESENTED to the City Council of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_, 2025

PASSED by the City Council of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_, 2025

APPROVED by the Mayor of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_, 2025

\_\_\_\_\_  
Clint Hull, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		<b>Agenda Item number: *7b</b>
	<b>Title:</b>	Resolution authorizing an agreement with Power Systems Engineering for ArcFM Fiber Manager Upgrade Services for \$31,620	
	<b>Presenter:</b>	Larry Gunderson, Director of Information Technology	
<b>Meeting:</b> Government Operations Committee		<b>Date:</b> December 1, 2025	
<b>Proposed Cost:</b> \$31,620		<b>Budgeted Amount:</b> \$58,000	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<p><b>Executive Summary:</b></p> <p>The City’s Geographic Information System (GIS) is a core technology that is used at the City for many essential business processes, including management of the St. Charles fiber optic infrastructure. ArcFM Fiber Manager is software from Schneider Electric that works within the City’s Esri GIS software to help manage the City’s Fiber utility. It allows City staff to see the paths of each strand of fiber, the associated network equipment that it connects to and trace distances along the path to see where outages are possible.</p> <p>The ArcFM Fiber Manager upgrade helps to further the City’s Strategic Plan priority of improving its infrastructure to meet public service expectations. Since the City’s version of Fiber Manager is no longer supported in its current technology environment, an upgrade is required.</p> <p>A Request for Proposal for upgrade services was released that received one response. Power Systems Engineering (PSE) met the City’s requirements for qualifications, experience, and costs, leading to their selection to upgrade Fiber Manager. PSE is an engineering company, a Schneider Electric Partner and Esri Partner, with decades of experience in utility GIS services, including past projects completed for the City. PSE was highly recommended by the references provided in the RFP process. To minimize project costs, the City’s GIS &amp; IT staff will assist in the upgrade. The project is funded in the Public Works Communications-Fiber budget.</p>			
<p><b>Attachments:</b></p> <p>Resolution</p>			
<p><b>Recommendation/Suggested Action:</b></p> <p>Recommend approval of a resolution authorizing an agreement with Power Systems Engineering for ArcFM Fiber Manager upgrade services for \$31,620</p>			

**City of St. Charles, Illinois  
Resolution No.**

**A Resolution to Execute an Agreement with Power System Engineering  
for ArcFM Fiber Manger upgrade services in the submitted amount**

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

WHEREAS, the City's Geographic Information Systems is a core technology that is used for many essential business processes; and

WHEREAS, the City's Geographic Information Systems' current ArcFM Fiber Manager software requires a version update; and

WHEREAS, the City set a strategic priority committed to improving its infrastructure to meet public service expectations; and

WHEREAS, the Information Systems Department solicited a Request for Proposal for ArcFM Fiber Manager upgrade services; and

WHEREAS, Power Systems Engineering submitted a proposal that met the City's requirements at the best value and with a cost under the budgeted amount;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, an Agreement be approved with Power Systems Engineering in the submitted amount.

PRESENTED to the City Council of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_, 2025

PASSED by the City Council of the City of St. Charles, Illinois, this \_\_\_ day of \_\_\_\_, 2025

APPROVED by the Mayor of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_, 2025

\_\_\_\_\_  
Clint Hull, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		<b>Agenda Item number: 7c</b>
	<b>Title:</b>	Resolution authorizing an agreement with Government Finance Officers Association for Enterprise Resource Planning Software Consulting Services for \$188,000	
	<b>Presenters:</b>	Larry Gunderson, Director of Information Technology Bill Hannah, Director of Finance Jennifer McMahon, Director of Human Resources	
<b>Meeting:</b> Government Operations Committee		<b>Date:</b> December 1, 2025	
<b>Proposed Cost:</b> \$188,000		<b>Budgeted Amount:</b> \$0	<b>Not Budgeted:</b> <input checked="" type="checkbox"/>
<b>TIF District:</b> None			
<p><b>Executive Summary:</b></p> <p>The City’s Enterprise Resource Planning (ERP) software supports most of its core business processes and is the foundational component of its software application systems. The ERP includes financial, procurement, and human resources management software applications as well as several key supporting systems. Since ERP software is mission critical, it is essential that it not only meets all operational needs but also enhances productivity and supports strategic outcomes for the City.</p> <p>The City’s current Infor Lawson ERP software was originally implemented as a payroll/human resources management system in 2000. Financial and procurement management applications were added when the system was upgraded in 2010. Due to the outdated technology, lack of required functionality and undue complexity of the Infor Lawson ERP, a replacement ERP system has been budgeted in the City’s capital improvement program for several years. In addition, the Infor Lawson ERP will not be supported by the vendor after 2030, so it is essential the City begin the process to replace the ERP as soon as possible.</p> <p>Because of the extensive scope, risk and costs associated with the process of selecting a new ERP and preparation for its implementation, staff recommends utilizing an outside consultant to assist the City. To meet this requirement, the City’s ERP leadership team met with the Government Finance Officers Association (GFOA), a national leader in finance and municipal government best practices, to discuss a scope of services.</p> <p>A proposed ERP advisory scope of work was developed by GFOA that includes the following services:</p> <ul style="list-style-type: none"> <li>• Project Planning and Management</li> <li>• Business Process Analysis and Proposed Process Improvements</li> <li>• Software Requirements Development</li> <li>• ERP Implementation Readiness Plan</li> <li>• Request for Proposal (RFP) Development</li> <li>• Proposal Evaluation Strategy</li> <li>• Vendor Selection Assistance</li> <li>• Contract Negotiations</li> </ul>			

The City utilized the services of GFOA for development of an RFP for an ERP in 2010 and received excellent services. Due to GFOA's status as a not-for-profit organization, and reputation as a national leader in government financial consulting, the City expects to receive exceptional value for the proposed services for the current initiative. Finally, the costs proposed by GFOA are comparable to a similar scope of work that the City purchased through an RFP process in 2019.

This initiative was not budgeted in FY 26, however it was planned for inclusion in the FY 27 budget. Although the majority of the work will be completed in FY 27, because of the business need, criticality and time-sensitivity of replacing the City's ERP it is essential that the scope of services proposed by GFOA begin this fiscal year. If approved, City staff will process a budget addition to enable work to begin on the project in the current fiscal year.

**Attachments:**

Resolution

**Recommendation/Suggested Action:**

Recommend approval of a resolution authorizing an agreement with Government Finance Officers Association for Enterprise Resource Planning Software Consulting Services for \$188,000

**City of St. Charles, Illinois**  
**Resolution No.**

**A Resolution to Execute an Agreement with Government Finance  
Officers Association for Enterprise Resource Planning Software  
Consulting services in the submitted amount**

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

WHEREAS, the City's Enterprise Resource Planning (ERP) software is a mission critical software system that supports most of its core business processes; and

WHEREAS, the current ERP system does not meet the City's business needs and will not be supported by the vendor after 2030; and

WHEREAS, the City requires external resources and expertise to identify and recommend business process improvements, develop an RFP for ERP software and guide the evaluation and selection of an ERP system; and

WHEREAS, the Government Finance Officers Association (GFOA) is a not-for-profit organization with a reputation as a national leader in government financial consulting; and

WHEREAS, GFOA has submitted a proposal for ERP consulting services that meets the City's requirements at a cost that provides excellent value;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, an Agreement be approved with GFOA in the submitted amount.

PRESENTED to the City Council of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2025

PASSED by the City Council of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2025

APPROVED by the Mayor of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Clint Hull, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Resolution No. \_\_\_\_\_

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COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain: