

**MINUTES  
CITY OF ST. CHARLES  
GOVERNMENT OPERATIONS COMMITTEE  
ALD. MAUREEN LEWIS, CHAIR**

**MONDAY, JANUARY 6, 2020  
IMMEDIATELY FOLLOWING THE CITY COUNCIL MEETING  
CITY COUNCIL CHAMBERS – 2 EAST MAIN STREET**

**1. Call to Order**

**2. Roll Call**

Chairman Lewis called the meeting to order at 7:29 pm.

**Present:** Ald. Stellato, Silkaitis, Payleitner, Lemke, Turner, Bancroft, Vitek, Pietryla, Bessner

**Absent:** None

**3. Administrative**

a. Video Gaming Statistics – Information Only

**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.

Motion by Ald. Bancroft, second by Ald. Turner to approve the omnibus vote.

**Voice Vote:** Ayes: Unanimous; Nays: None; Chairman Lewis did not vote as chair.

**Motion Carried**

**5. Finance Department**

\*a. Budget Revisions – December 2019

b. Recommendation to Approve an Ordinance Abating a Portion of the 2019 Property Tax Heretofore Levied for the City of St. Charles.

Chris Minick spoke about the City's longstanding practice of abating the portion of the tax levy that pertains to the principal and interest payments on all of the City's general obligation debt. This practice was also mentioned at the public hearing regarding the tax levy on December 16, 2019. The Ordinance abates or removes approximately \$10,081,000 from the property tax levy for the 2019 levy year, saving residents that money on their property tax bills. Staff recommends approval of this Ordinance. There were no questions from the Committee.

Motion by Ald. Lemke, second by Ald. Turner to recommend the Ordinance.

**Voice Vote:** Ayes: Unanimous; Nays: None. Chairman Lewis did not vote as chair.

**Motion Carried**

**6. Information Systems**

- \*a. Authorize staff to award MCC Innovations (MCCi) an annual contract for Laserfiche support and maintenance.

**7. Community & Economic Development**

- a. Recommendation to approve an amendment to a Service Agreement with Paymentus Corporation to include services for credit card transactions for Building Permit fees.

Rita Tungare explained the request to amend the current service agreement with Paymentus. The agreement currently allows credit card payments for utility bills. The proposal is to extend this to building permits and inspections. The expanded service could be offered for building permits and inspections by spring 2020. The additional cost to the City would be \$1.75 per transaction, totaling approximately \$3500 per year, plus \$625 start up cost. Chris Minick reviews the historic cost for electronic payments for utility bills. The annual cost of ~\$90,000 includes credit card, e-checks and ACH transactions, and is absorbed by the City. These fees involve ~23% of the transactions and equate to .1% of the total revenue base. Staff is seeking direction on whether the City should absorb the convenience fee for the additional permit and inspection transactions or pass it on to the customers. Committee members discussed that for Building & Code as well as Utility Billing there are likely efficiencies that will be gained by taking some electronic payments rather than solely cash and checks, as well as savings from reduced need for collections. It was also noted that this would be a customer service feature to streamline the ease of payment, and also potentially avoid some incidents of terminated utility service.

Committee direction to staff is to establish a project to review the service fees for all electronic payments and decide whether the City should continue to absorb these fees. It was requested that Staff review comparable municipalities to understand their practices. This could be done as part of the upcoming budget discussion for the next fiscal year.

Motion by Ald. Bessner, second by Ald. Stellato to recommend the amendment to the Paymentus service agreement, and have the City absorb the service fees, at least until the broader review is complete.

**Voice Vote:** Ayes: Unanimous; Nays: None. Chairman Lewis did not vote as chair.

**Motion Carried**

**8. Additional Items from Mayor, Council, Staff, or Citizens.**

None

**9. Executive Session**

Motion by Ald. Lemke, second by Ald. Turner to move into executive session at 7:43 pm to discuss Collective Bargaining – 5 ILCS 120/2(c)(2). Second by Ald. Bancroft.

**Roll Call:** Ayes: Lemke, Bancroft, Vitek, Pietryla, Bessner, Silkaitis, Payleitner; Nays: None.

**Motion Carried**

**10. Adjournment**

Motion by Ald. Turner, second by Ald. Lemke to adjourn the meeting at 7:56 pm.

**Voice Vote:** Ayes: Unanimous; Nays; None: Chairman Lewis did not vote as chair.

**Motion Carried**

***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 (TDD), 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).