

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
MONDAY, OCTOBER 23, 2017, 7:00 P.M.**

Members Present: Chairman Payleitner, Aldr. Stellato, Aldr. Silkaitis, Aldr. Lemke, Aldr. Turner, Aldr. Bancroft, Aldr. Gaugel, Aldr. Vitek, Aldr. Bessner, Aldr. Lewis

Members Absent: None

Others Present: Ray Rogina, Mayor; Mark Koenen, City Administrator; Peter Suhr, Director of Public Works; Chris Adesso, Asst. Director of Public Works - Operations; Karen Young, Asst. Director of Public Works – Engineering; Tom Bruhl, Electric Manager; AJ Reineking, Public Works Manager; Tim Wilson, Environmental Services Manager; Jim Keegan, Police Chief; Joe Schelstreet, Fire Chief; Russell Colby, Planning Division Manager; Rita Tungare, Director of Community and Economic Development Department; Chris Bong, Development Engineering Division Manager

1. Meeting called to order at 7:00 p.m.

2. Roll Call

K. Dobbs:

Stellato: Present

Silkaitis: Present

Payleitner: Present

Lemke: Present

Turner: Present

Bancroft: Present

Gaugel: Present

Vitek: Present

Bessner: Present

Lewis: Present

3.a. Electric Reliability Report – Information only.

3.b. Active River Project Update – Information only.

4.a. Plan Commission recommendation to approve a revised PUD Preliminary Plan for First Street PUD Building #2.

Russell Colby presented. This is the next building to be constructed as part of the ongoing First Street Phase 3 Project. Plans for this building were originally approved in 2015. The developer, First Street Development II, LLC is proposing the following changes: a revised architectural design; increasing the building from four floors to five floors to add a floor of office on the second floor and changing the upper level of residential units to 14 for sale condominium units.

The building that is proposed fits within the original plan footprint for building 2, although the lot will need to be replatted to adjust the building along First Street to make the lot line follow the building face. The Plan Commission reviewed the preliminary plan and recommended approval.

Aldr. Lewis: In one place we refer to them as condominiums and in another place we refer to them as apartments; I would like it to be consistent throughout the document. Can we address what they are?

Mr. Keith Kochi, First Street Development: They are going to be condominiums. When we filled out the worksheet, there is no line item for condominium. They are meant to be for sale condominiums, not apartments. The plan that was approved in 2015 was for 36 apartments, this is for 14 for sale condominiums.

Aldr. Lewis: Can we get that in the final document?

Mr. Colby: Yes, we can modify the worksheet to make that clear.

Chairman Turner: We still plan to have these under construction by next spring?

Mr. Kochi: Yes.

Aldr. Lemke: Why did this change from a four story to a five story?

Mr. Kochi: We added a fifth floor because we needed a buffer between the retail/restaurant on the first floor and the extra living units, so the second floor acts as a buffer with the office space.

Aldr. Lemke: Any restaurants will be exhausted separately, correct?

Mr. Kochi: Correct. That will all be designed by the engineers.

No further discussion.

Chairman Payleitner: Kristi, please call a roll.

K. Dobbs:

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Motioned by Aldr. Stellato, seconded by Aldr. Bancroft. Approved unanimously by roll call vote. **Motion carried**

4.b. Recommendation to approve an Amendment to the Redevelopment Agreement with First Street Development II, LLC regarding First Street PUD Building #2.

Russell Colby presented. This amendment will revise the project, scope and government approvals section of the agreement per the preliminary plan that was just discussed as an agenda item. No other changes were proposed.

No further discussion.

Motioned by Aldr. Turner, seconded by Aldr. Stellato. Approved unanimously by voice vote. **Motion carried**

4.c. Presentation of a Conceptual Layout for Streetscape and Riverwalk Improvements adjacent to First Street Building #3.

Russell Colby presented. This item relates to the pedestrian area adjacent to Building #3 which is the Sterling Bank Building which is currently under construction. A further redevelopment agreement for the project when that building is complete in the spring is that the City is to provide pedestrian improvements along the building. This would include sidewalks along Illinois Street and would also include a section of the Riverwalk adjacent to the building.

We have a concept layout that is being presented tonight for feedback only. This section of Riverwalk along building 3 primarily serves as a walkway from Illinois Street up to the north end of the parking deck where there is an entrance into the deck to both levels. Eventually this walkway will continue further north through the rest of the Riverwalk in the east plaza. This plan was reviewed by the Plan Commission on October 17 and they offered three significant comments that I want to highlight. First, the addition of green

space at the southeast corner of the building, which we believe can be accommodated. The second comment is that some Plan Commissioners expressed a preference for more paver brick along the Riverwalk. You may recall when the Council Committee was reviewing streetscape plans for the Building 1 streetscape that was constructed last year, there was a request for less paver brick, and concrete was used as the primary walking surface. The third comment from the Plan Commission was that they expressed an interest in exploring whether a crosswalk could be installed on Illinois Street to connect the First Street Riverwalk to the Riverwalk that continues to the south. This would require an engineering analysis to determine if there is a way to safely accommodate that request.

We are looking for general feedback on the plan and the comments from the Plan Commission regarding the paver brick and the Illinois Street crossing. The final plan will come back before the Committee before approval and there will be a site plan with more detail.

Aldr. Lewis: Along Illinois it is a different level and the plantings that are there now do not do very well. What do you have planned along Illinois?

Mr. Colby: So you are referring to the existing streetscape along Building 1; because of the grade change in that area, the planter bed is along the street right behind the curb line. For this section, the sidewalk and main walking path will be moved out closer to the street; there will be a wide sidewalk there along the curb and the landscaping will be on the other side of the walkway adjacent to that building. There is quite a bit of room in front of building 3 to accommodate larger planter beds and those will be set back off the street.

Aldr. Lewis: So people will be walking at the lower level closer to the street then?

Mr. Colby: People will be walking roughly at the same grade as the curb line and street; there won't be the grade change that will be in front of building 1.

Aldr. Lewis: Will Brunch Café be able to put any outdoor seating there?

Mr. Colby: No.

Aldr. Lewis: Will any trees be put in there?

Mr. Colby: Yes, we think there is adequate space at the front corners of the buildings for larger shade trees to be placed.

Aldr. Bessner: You showed an icon that talks about a type of pedestrian lighting; is that equally spread along the whole walk?

Mr. Colby: Yes, there are four of them and there are also bollards spread out similar to the bollards that are along the Municipal Center.

Aldr. Bessner: Can you talk about the railing?

Mr. Colby: The railing will follow the entire length of the upper wall.

Aldr. Bessner: And the lower part is still in the future?

Mr. Colby: Yes; there is a section in the lower part adjacent to this portion that is very narrow and not accessible so it is likely something will be planted there to fill it in. The lower Riverwalk widens as you go to the stairs so the lower Riverwalk will be part of the next phase.

Aldr. Bessner: So that could still mirror the other side of the plaza?

Mr. Colby: Yes.

Aldr. Vitek: I would be in favor of exploring the Plan Commission's comment for a safe walkway.

Aldr. Gaugel: I would echo that; I think it's a great idea but it also seems difficult to accommodate especially since there is a signaled intersection 50 feet away. As far as the brick pavers; while I think they look nice, that's not something I would make criteria to move forward.

Aldr. Bancroft: I have the same comment on the Illinois crossing.

Aldr. Turner: Instead of pavers you could always do stamped concrete.

Aldr. Lemke: I would prefer a concrete surface that was course enough. As for the crosswalk, I could see it as a plus, but there is a rise over the bridge and I would be concerned that it would hinder the site line for a westbound vehicle.

Aldr. Silkaitis: Bricks are already shifting on Main Street. From a maintenance perspective; I don't think it's worth doing.

Aldr. Silkaitis: I agree and I'm glad it was brought up. There is a spot in Batavia where they used heat treated asphalt where they take a pattern and melt it into the asphalt to make it look like brick pavers. As far as the crosswalk, there is a new crosswalk on Rt. 31 in Batavia and they put in a signaled yellow flashing light and perhaps we can do something like between Building 3 and Building 1 so you are away from the site line and traffic.

I also want to make sure that when this building and the plaza is done, people can make their way from the parking deck to the Riverwalk.

Mr. Colby: Yes, it will be a continuous walkway. In the temporary condition there will be a path leading from the end of these improvements up to the entrance of the parking deck.

Aldr. Lewis: In regard to the Illinois crossing; I agree with what everyone has been saying. Is there any way you can differentiate where someone might be walking with a different type of material, paint or a calming area to slow foot traffic down?

Mr. Colby: That is something we would want to analyze because there is liability to the City if we make improvements that establish it may be safe to cross without providing for a crossing.

Chairman Payleitner: The Plan Commission commented on enlarging the planter beds; did you address that by just saying there is room?

Mr. Colby: Yes, we think we can run the primary walkway out along the wall so that the area can be used for a larger planter bed.

Chairman Payleitner: Has there been any mention about bike racks?

Mr. Colby: Not along this stretch, but there may be an opportunity along the Illinois section where we have additional space without being an obstruction.

Aldr. Lewis: Will there be benches?

Mr. Colby: Yes, there are two islands where it is proposed to be a continuous bench along the edge of the planter beds similar to what exists in the west plaza.

Aldr. Lemke: It looks like there is a plan for stairs down to the future sidewalk. Is there any interim provision for that?

Mr. Colby: The plan is to construct the retaining walls around where the stairs will be placed and have that temporarily fenced until the stairs are constructed. We would like to defer constructing the actual stairs until those improvements are made.

No further discussion.

5.a. Presentation of St. Charles Bob Leonard Walkway Memorial Planter Plaque Program by the River Corridor Foundation.

Chris Adesso presented. John Rabchuk is here on behalf of the River Corridor Foundation to ask permission to engage in a planter plaque program, and I'll be here to

answer any questions that relate to Public Works. They would also like to present a marketing item for a display that would bring awareness to the Memorial Brick Program.

John Rabchuk, 914 Ash Street, St. Charles: The River Corridor Foundation is very appreciative of the effort the City has put in to help us raise funds and beautify the river front. This past year we put in six new benches and some trash receptacles. One of the ways we paid for those items was by asking for donations for the Memorial Bricks. We are asking for permission to expand our area; we have some at the end of the foot bridge and we also have some by the “If I Could But Fly” Sculpture. We have had some people request if they could put brass memorial plaques on the sides of the concrete planters. In addition, to encourage donations for the bricks, we would like to install two signs; one by the “If I Could But Fly” Sculpture and one by the Bob Leonard Bench at the end of the foot bridge. I’ve given you a sample of the sign, it would be a standard size of 16x16, QR tag that would direct people to the website where they could place the order and pay for it.

Chairman Payleitner: What would keep it from getting weathered?

Mr. Rabchuk: It would be done by a professional, like a traffic sign.

Chairman Payleitner: How many signs are you talking about for the Memorial Planter Plaques?

Mr. Rabchuk: Just one for each side of the planter, so eight total. The donation from one planter is enough money to buy a bench for another location.

No further discussion.

Chairman Payleitner: Kristi, please call a roll.

K. Dobbs:

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Motioned by Aldr. Gaugel, seconded by Aldr. Vitek. Approved unanimously by roll call vote. **Motion carried**

5.b. Recommendation to approve Resolution Authorizing Application to Illinois Transportation Enhancement Program Grant.

Karen Young presented. We have been notified from the IL Department of Transportation about a call for projects through a program called Illinois Transportation Enhancement Program (ITEP). ITEP is designed to promote and develop alternative transportation options including bike and pedestrian travel and associated streetscape beautification. We have reviewed the funding requirements and reviewed the Indiana Pedestrian Bridge would be a good fit for this potential project. We have determined through our City's annual bridge inspection program that the Indiana Pedestrian Bridge is in need of major rehabilitation or replacement and is also currently proposed in the City's four year budget.

The current estimated budget for the replacement of this bridge is \$2 million. The funding available through ITEP funds provides for a maximum of \$2 million with a split of 80% federal funding and 20% local share. Should we receive \$2 million in funding, the City share of the project would be \$400,000 and that is for all phases of the project. ITEP grant is federal funding and will require the City to follow the appropriate process through IDOT; the process includes Phase 1 engineering which isn't always required with City projects, but a project of this nature does require that. It will help us to identify and develop the design of the bridge, any environmental items, permitting requirements and full scope for future construction. Phase I will require approval by IDOT prior to moving on to the next phases of the project.

It will also include Phase 2 engineering which is our typical development of plans and specifications that you see on current City projects and it will also fund the construction and construction engineering. Grant applications are due December 1 and award notifications would be in spring 2018 to let us know if we received the funding or not. As part of the application process, a resolution is required to allow the City to apply for the process and to allow the City to execute grant documents moving forward.

If there are no questions, I would like to make a recommendation to approve a resolution authorizing an application to the IL Department of Transportation Enhancement Grant and the City Administrator be authorized to execute all necessary documents for the Indiana Pedestrian Bridge Project.

No further discussion.

Motioned by Aldr. Bessner, seconded by Aldr. Lemke. Approved unanimously by voice vote. **Motion carried**

5.c. Recommendation to approve Budget Addition to the 7th Avenue Creek Project.

Karen Young presented. The next two items are related to the demolition and land acquisition related to the 7th Avenue Creek Project. The first item relates to the budget

addition for the demolition of the properties. As part of the budget process, funding was added as a place holder for the original FY 17/18 budget process and we have been able to advance the property acquisition quicker than anticipated to meet the goals of the 7th Avenue Creek Project.

Staff was directed to move forward with the purchase of those properties and you've seen us bring budget amendments throughout the process. Tonight's budget addition will cover the remaining funding gap needed for the demolition of the nine properties we purchased earlier this year. The Finance Department is in agreement with the budget addition and has indicated that these items would be funded through one overall bond issue. The contract amount for the budget addition is \$214,586.

My recommendation is to approve the budget addition for the 7th Avenue Creek Project in the amount of \$214,586 for property acquisition and demolition.

No further discussion.

Chairman Payleitner: Kristi, please call a roll.

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Motioned by Aldr. Stellato, seconded by Aldr. Turner. Approved unanimously by roll call vote. **Motion carried**

5.d. Recommendation to award the Bid for the Demolition of Nine Residential Structures.

AJ Reineking presented. As Karen just mentioned, the City has been acquiring strategic properties adjacent to the 7th Avenue Creek. All nine of the properties that the City has purchased contain a residential structure.

On October 6th, the Public Services Division publicly opened bids received for the demolition of these structures. The project includes the removal of all buildings, foundations, fences, and driveways and restoring the site to a pre-developed state. We received eight qualified bids to perform this work with KLF Enterprises of Markham, IL being the lowest responsive, responsible bidder. KLF has identified numerous municipal

demolition projects that they've completed in recent years, and their references provided favorable feedback.

It is my recommendation to award the bid for the Demolition of nine Residential Structures to KLF Enterprises in the amount not to exceed \$247,999.

Aldr. Lemke: It looks like we opened individual bids. Was it our intent to offer this as a package?

Mr. Reineking: We did get unit prices for each home, but it is in our best interest to keep them all with one contractor.

No further discussion.

Chairman Payleitner: Kristi, please call a roll.

K. Dobbs:

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Motioned by Aldr. Stellato, seconded by Aldr. Silkaitis. Approved unanimously by roll call vote. **Motion carried**

5.e. Recommendation to award the Bid for Century Station HVAC Controls Improvements.

AJ Reineking presented. As stated in the Executive Summary, the HVAC controls in Century Station are obsolete. The existing Johnson Controls Alerton system does not allow us to remotely control or even monitor building settings, or receive alarms for sensor failures or abnormal conditions. This means we have to rely on the building occupants to report conditions.

We worked with Johnson Controls to develop a scope to upgrade the buildings control system to their Metasys System, which is utilized at the Public Works Facility and City Hall, to allow for remote monitoring and controls, as well as to receive trouble alarms.

The City received two bids to perform this work, with Grace Power and Control of Geneva, IL being the lowest responsive, responsible bidder. Grace has performed similar wiring and control installation work in the past and they have the experience, equipment, and expertise to perform the work within the guidelines of the bid.

It is my recommendation to award the bid for the Century Station HVAC Controls Improvements to Grace Power and Control in the amount not to exceed \$59,500.

No further discussion.

Chairman Payleitner: Kristi, please call a roll.

K. Dobbs:

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Motioned by Aldr. Silkaitis, seconded by Aldr. Stellato. Approved unanimously by roll call vote. **Motion carried**

5.f. Recommendation to approve Acceptance of Electric Easement at Metro Self Storage (2623 Lincoln Hwy).

Tom Bruhl presented. It is my recommendation to authorize the Mayor and City Clerk to execute the Electric Utility Easement at Metro Self Storage which is commonly known as 2623 Lincoln Hwy.

No further discussion.

Motioned by Aldr. Lemke, seconded by Aldr. Turner. Approved unanimously by voice vote. **Motion carried**

5.g. Recommendation to award Purchase Order with Eaton for Turnkey Replacement of Relays at Peck Road Substation.

Tom Bruhl presented. Peck Road was commissioned in 2002 and the relays are no longer supported by the manufacturer. We have four spares for the eight relays that we have working. A relay is responsible for a variety of tasks; everything from control to

giving us SCADA data. If we have problems on a circuit, they are the computer that trips the circuit so we isolate power.

This substation and the way it was built is the only one that has these types of relays. Our current substations use a different manufacturer which maintains and supports their equipment longer. Typically we would do a single relay ourselves, but there are eight of these and they require sheet metal work to cut out part of the cabinet which is beyond what our staff can do.

Eaton met all of the bid spec requirements and they had the capable engineering and field service staff to complete the projects. Eaton is a multi-national company and they came in lower than our estimate.

No further discussion.

Motioned by Aldr. Turner, seconded by Aldr. Bessner. Approved unanimously by voice vote. **Motion carried**

5.h. Recommendation to award the Water Utility Master Plan Study Proposal.

Tim Wilson presented. The City of St. Charles Public Works Department prepares a Water Utility Master Plan Report every 10 years. The last plan was completed in 2007 and was budgeted to be updated this fiscal year.

This updated Master Plan will provide a comprehensive evaluation of the City's water system. It will be used to establish the community's current and future water production and infrastructure needs. In addition, it will include: an implementation plan to meet the city's needs, routine maintenance schedule, expansion phasing, and capital improvement projects for the next ten years. The new plan will also provide water quality improvement options like water softening.

Public Works conducted a Request for Quote/Proposal for the City's Water Utility Master Plan. The request was distributed to various qualified firms and the City received five responses. The RFQ's were reviewed and scored.

The Public Works Department is recommending Trotter and Associates Engineering at a cost not to exceed \$88,500 to conduct the 2018 Water Utility Master Plan. Budget amount for this study was \$125,000. Trotter and Associates has significant experience with water utility engineering, operation reviews and master plan studies, having performed several for local and regional communities.

It is my recommendation to award the Water Utility Master Plan study to Trotter and Associates in the not to exceed amount of \$88,500.

Aldr. Gaugel: The \$88,500 is a fixed price, correct?

Mr. Wilson: Correct, not to exceed.

Aldr. Gaugel: Not to exceed doesn't necessarily mean fixed price. But in this case, we have a defined scope of work that is clear and unless we amend that scope of work, we wouldn't pay anything more than the \$88,500. Is that accurate?

Mr. Wilson: Correct.

No further discussion.

Chairman Payleitner: Kristi, please call a roll.

K. Dobbs:

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Motioned by Aldr. Turner, seconded by Aldr. Silkaitis. Approved unanimously by roll call vote. **Motion carried**

5.i. Recommendation to award Proposal for Design Engineering for Dunham Road Force Main Replacement.

Tim Wilson presented. The Dunham Road Sanitary Sewer Force Main has experienced three pipe line breaks due to pipe corrosion over the last three years. The force main starts at Royal Fox Lift Station #2 near Muirfield Ct. and runs south crossing Dunham Road to the east. The main then transitions to a gravity line in front of St Charles East High School.

A complete evaluation of the force main was conducted in August of 2016 by Crawford, Murphy and Tilly (CMT). The study listed several options for maintenance and replacement of the force main. Due to the cost and the expected life of each option, it was determined a full line replacement was the most cost efficient solution for the City. The project will abandon approximately 2,800 feet of 8" force main, currently located within the Dunham Road right-of-way.

In September the City conducted an RFP for the engineering design phase of this project. The City received six responses. The proposals submitted were equal in scope of work and met all the criteria of the project timeline.

Upon review, Trotter and Associates submitted the lowest proposal for the design project. In addition, they have completed similar projects in comparable communities making them the most qualified for the project.

It is my recommendation to award the Proposal for Design Engineering Dunham Road Force Main Replacement to Trotter and Associates for the not to exceed amount of \$30,300.

Aldr. Silkaitis: What are we going to do to prevent this from happening again in this same location?

Mr. Wilson: The report notes a lot of aggressive soil, so we are going to look at pipe type and thickness; pipe design is going to be the key to the replacement.

No further discussion.

Motioned by Aldr. Turner, seconded by Aldr. Silkaitis. Approved unanimously by voice vote. **Motion carried**

5.j. Recommendation to award Proposal for SCADA Program Management – Phase 1 to Concentric Integration.

Tim Wilson presented. For reliability, efficiency and safety, the water and wastewater treatment and pump facilities require continuous automated operation. Currently, the backbone of this operation is controlled by the water and wastewater Supervisory Control and Data Acquisition (SCADA) systems. Both the water and wastewater utilities SCADA systems are composed of computer hardware and software systems. Due to the aging infrastructure, the SCADA system lacks security, backup, has no integration to the City network and, has limited data acquisition; it was also deemed 70 % of the system is nearing the end of its life.

In 2016, City Council approved Concentric Integration to complete a SCADA master plan for both the water and the wastewater system. This evaluation included: process automation, hardware, software, network/communication, security, disaster recovery, alarms, data collection, reports, and remote access for staff. This phase of the project is completed with recommendations, implementation schedule, and long term capital planning has been provided.

In the next phase of this project, Concentric will provide program management services and subcontractor coordination, including verification of installations, quality control testing of all equipment, and manage the work by subcontractors. In addition, they will

configure and coordinate the SCADA network design and configuration with the City's information system network and team.

Concentric has great knowledge of the City's current networks. They have collaborated closely with Public Works and the Information Systems staff during the planning phase of this project, being the most qualified firm. Public Works recommends continuing this project with Concentric Integration to implement and oversee the next phase of improvements. The \$490,000 will cover Concentric Integration's portion of the contract, which is approximately 50% of the total project cost.

This winter, City staff will be returning to this Committee with updates and contract approvals of equipment and work being conducted by subcontractors. The estimated value for equipment is \$441,000, with a cost of \$66,000 for subcontracting work.

It is my recommendation to award the Proposal for SCADA Program Management – Phase 1 to Concentric Integration for a not to exceed price of \$490,000.

No further discussion.

Chairman Payleitner: Kristi, please call a roll.

K. Dobbs:

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Motioned by Aldr. Stellato, seconded by Aldr. Silkaitis. Approved unanimously by roll call vote. **Motion carried**

6.a. Recommendation to approve the Illinois Emergency Management Mutual Aid System Agreement.

Fire Chief Schelstreet presented. We maintain an Emergency Management Aid Agency Agreement as part of the Fire Department in order to be prepared for natural and man-made disasters. While we have individual Mutual Aid Agreements with Geneva, Batavia and our local neighbors, in order to send and receive aid outside of our area, the State has formed a common template similar to the Mavis System.

It is a no cost agreement that will enable us to receive more aid more rapidly should we ever need it. It has been reviewed by the City attorney and if there are no questions, it is my recommendations to approve the Illinois Emergency Management Mutual Aid System Agreement.

No further discussion.

Motioned by Aldr. Bancroft, seconded by Aldr. Gaugel. Approved unanimously by voice vote. **Motion carried**

7.a. Recommendation to approve Modifications to City Ordinance Title 2 “Administration and Personnel”, Chapter 2.32 “Police Department”, Section 2.32.020 “Appointments, Promotion, and Vacancy Filling”.

Police Chief Keegan presented. This particular section of the City code relates to the command structure of the Police Department. We currently have four designated ranks; the rank of sergeant as recognized by the Police and Fire Commission, and the ranks of Commander, Deputy Chief and Chief as appointed by the City Administrator.

I’m looking to slightly modify our command structure; I’ve attached an organizational chart for your review and consideration. Part of that process is a modification to City Code. Currently we specify each rank by position; what I would like to do is modify the code to include the ranks in more general terms. These changes have been discussed with the City Administrator and are full time equivalent neutral and they are also budget neutral, but it just gives me the opportunity to prepare officers for promotions and make our department more well-rounded.

No further discussion.

Motioned by Aldr. Bancroft, seconded by Aldr. Turner. Approved unanimously by voice vote. **Motion carried**

8. Executive Session.

None.

9. Additional items from Mayor, Council, Staff or Citizens.

None.

10. Move to Adjourn Government Services Committee Meeting.

Motion by Aldr. Stellato, seconded by Aldr. Lemke. No additional discussion. Approved unanimously by voice vote. **Motion carried.**