

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT OPERATIONS COMMITTEE
MONDAY JUNE 5, 2017**

1. Opening of Meeting

The meeting was convened by Vice-Chairman Tuner at 7:54 p.m.

2. Roll Call

Members Present: Vice-Chairman Turner, Ald. Stellato, Silkaitis, Payleitner, Lemke, Gaugel, Vitek, Bessner, Lewis

Absent: Chairman Bancroft

3. Omnibus Vote - None

4. Administrative

a. Video Gaming Statistics

Chris Minick: The latest Video Gaming Statistics are included in the packet. If there are any questions the Chief or I can answer.

Ald. Lewis: I notice when the report comes in it goes from all the way back from last September until now. Some of those establishments aren't on there any longer. In addition, could we also have just the last month?

Chris Minick: I think that would be an easy change to make. We'll make a note and make that change.

Ald. Lewis: I would appreciate the whole thing, but I would also like the current month as well.

Ald. Gaugel: This information is being pulled from the IL Gaming Board's website, is that correct?

Chris Minick: Yes.

Ald. Gaugel: I'm looking at this and it seems like the exact same format. There's nothing that you've massaged on here?

Chris Minick: No. It's directly from the Gaming Board's website.

5. Finance

a. Presentation of a recommendation to approve the Visitors Cultural Commission Funding Allocations Schedule FY 17/18 in the amount of \$81,000.00 and other supporting documents.

Chris Minick: As the Committee is aware, each year the City allocates a portion of the hotel/motel tax revenue stream to the Visitors Cultural Commission for the promotion of arts, culture, and historical education within the City of St. Charles. Each year the Visitors Cultural Commission solicits applications for funding groups that support their mission. They then make recommendations on those funding allocations to the City Council on an annual basis. Anne Becker, the Chair of the Visitors Cultural Commission is present this evening and will discuss the results of the recent meetings held by the Visitors Cultural Commission, as well as the funding allocation matrix that was included in your packets.

Anne Becker: 1312 S. Third Street. First of all I want to thank Chris and his staff, Carylie. They are wonderful we couldn't do it without them. Chris is so supportive of us, I really appreciate it. I'd also like to thank a familiar face, Larry Maholland; he's been our guide as we developed the matrix. Money is always a situation. What we did with the matrix is look at it in an analytical, data analysis of what happens. This is really difficult with the arts, because they are very ambiguous, especially as we see them in our City. Thanks to Larry and this wonderful commission that I'm heading, they did a fabulous job of coming up with that. We have one more tweak we'd like to add to it, but it's been included in your packet so you can see how the money was discussed. It was based on the 4 major things that these particular groups did to add to our community. The arts have been making our community over the last 25-30 years such a powerful, attractive place. Your support has been wonderful; I really appreciate it. I wanted you to meet a former member of our committee; I'm sure you all know him. His particular presentation, as well as his application, and use of the matrix, is one of the stellar examples that we had. I'd like to introduce Jeff Hunt who is going to give you an idea of his presentation and a gift.

Jeff Hunt: 405 Verizon Drive West. Thank you Anne, and thank you to the Council. Providing cultural and educational opportunities to St. Charles residents is our primary focus. We have grown into an organization whose impact is very far reaching. Local impact includes regular performances at our home venue, Baker Memorial United Methodist Church. Participation, awareness and fundraising events of other organizations in the area, including the Veterans Day Celebration 2016, and the Anderson Animal Shelter fundraiser at the Q-Center this past year. This past week we gave 2 \$1000.00 scholarships at choir concerts at both St. Charles East and St. Charles North High Schools. This summer we will host, in St. Charles, the 7th annual Sing Festival, bringing in over 50 high school students, from over 20 area high schools, to participate in a one-day festival. Regionally we are also making an impact by giving regular performances in Chicago and other neighboring communities. Our Candlelight Carols Program was broadcast in December, 2016 with interviews about St. Charles and the Choir over WMUK Western Michigan Public Radio. This summer we will give our solo debut performance at the prestigious Ravinia Festival on Sunday, August 20, with a performance of All American Music. The St. Charles Singers are regularly heard on WFMT Radio in Chicago. Nationally, our recordings are being played on SiriusXM Radio, and on classical and public radio stations across the United States. We can be heard on Spotify, and soon on Pandora. St. Charles Singers and its director were presented in a feature article in the May, 2016 issue of Fanfare Magazine. The St. Charles Singers have been invited to be a feature performer at the Chorus America Conference to be held in Chicago, 2018. Internationally, we will leave in a few days on our fourth European tour since

2000, with concerts in London, Cambridge, Lincoln, Windsor, Reppin and Durham. We believe our performances and activity in St. Charles add to the restaurant, business, and retail environment, but perhaps more importantly we feel proudly a part of the beautiful fabric of this community. Businesses and families move to a community like St. Charles because of great schools, hospitals, outstanding city services, wonderful parks and recreation, and also because of the beauty and programs cultural groups like the St. Charles Singers can offer. Thank you for giving me a few moments of your time. I have a CD I'd like to give to all of you of one of our recordings.

Chrmn. Turner: I'd like to point out that you got the highest score out of anybody on this. Congratulations.

Jeff Hunt: Thank you.

Ald. Payleitner: You had a lovely write-up in the paper. I've been to 1 or 2 of your concerts as a guest, they're fabulous. I couldn't find anywhere on the website listing when your local concerts are.

Jeff Hunt: We just had a concert on June 3, and we were in River Forest on Sunday. The next concert in St. Charles will be in October. We do a 3 concert season.

Ald. Lewis: I really like the way you laid out the criteria; when I was on the Mental Health Board we didn't have any criteria, we just sort of handed out the money. We then started listing the agencies and categorizing them. I appreciate that and think it's a fair way to distribute the funds. Thank you for doing that.

Chris Minick: We would be seeking a motion to approve the funding allocations as they were included in the packet. Staff does recommend approval in the amount of \$81,000.00 this year. Thank you.

Motion by Ald. Bessner, second by Stellato to recommend approval of the Visitors Cultural Commission Funding Allocations Schedule FY 17/18 in the amount of \$81,000.00 and other supporting documents.

Voice Vote: Ayes: Unanimous; Nays: None; Absent: 1 Chrmn. Turner did not vote as Chair.
Motion Carried.

b. Recommendation to approve Funds Transfer Resolution Authorizing Budgeted Transfers in the Aggregate Amount of \$1,877,376.45 for Debt Service Payments and Miscellaneous Transfers.

Chris Minick: Enclosed in your packet tonight is a resolution to achieve some of the final transfers to help us close out FY 2016/2017. These transfers just move various monies out of the general corporate fund into the capital projects and electric fund. The general fund is

transferring money into the capital projects fund to fund the project that were undertaken this year out of or paid for out of cash proceeds. We also are transferring money into the electric fund for street light maintenance and Christmas decorating costs. I'd be happy to answer any questions. Staff does recommend approval. These are the amounts that were budgeted from the FY 2016/2017 budget and we need to do this so we can start closing out the FY.

Moved by Ald. Bessner, second by Stellato to Recommend Funds Transfer Resolution Authorizing Budgeted Transfers in the Aggregate Amount of \$1,877,376.45 for Debt Service Payments and Miscellaneous Transfers.

Roll Call: Ayes: Stellato, Silkaitis, Payleitner, Lemke, Gaugel, Vitek, Bessner, Lewis; Nays: None; Absent: 1; Chrmn. Turner did not vote as Chair. **Motion Carried.**

c. Recommendation to authorize the Finance Director of the city of St. Charles to Enter into a Three-year Software Maintenance and Support Agreement with Infor (US) Inc. for Fiscal Years 2018, 2019, 2020.

Chris Minick: Tonight we are seeking authorization to authorization the Finance Director to enter into three-year software maintenance and support agreement with Infor (US) Inc. for Fiscal Years 2018, 2019, 2020.

Back in 2010 the City undertook Enterprise Resource Planning (ERP) project for a new comprehensive accounting and financial services as well as human resources software project. We subsequently entered into that contract with Lawson. Lawson was acquired by Infor (US) Inc., although we have not changed any of our software. Our software remains the same package. The initial contract period called for us to enter into an annual agreement for software maintenance and support. That contract held the escalator clause for that software support and maintenance service agreement at 4% of the initial 4 years of the contract. Subsequent to that, we were subject to the market forces of Lawson and Infor support maintenance services. Those contract costs did increase by 6% annually. We entered into, earlier this year, actually the assistant finance director Julie Herr, took it upon herself to see if there was a way we could reduce those costs and lower the amount of increase on an annual basis. Infor said if we would agree to enter into three year software maintenance and support agreement with them they would cut the estimated clause in half. It's important to note, we do not need to pay for all three years up front, we will pay annually as we always have. The only difference is we're making a commitment to enter into that support agreement for the next three years. It is important to note our software maintenance and support services typically involve things like bug fixes, security patches, enhancement developed for the software, also new version upgrades, as well as any issues we have that we need support. It's mainly a preventative maintenance type of agreement as Lawson and Infor uncover bugs and things that go on with the software. Those fixes are applied almost on a daily basis. There is nowhere else we can go for this maintenance agreement. It's provided by the manufacturer of the software. We do believe by entering into this three year agreement as opposed to going year-to-year we will save approximately \$23,000 over the three-year period. I'd be happy to answer any questions. Staff does recommend

approval.

Ald. Gaugel: We're obligated three years here. By approving this we're approving the \$452,930.38, is that correct?

Chris Minick: Correct. For the three year period we would end up paying the \$452,930.38.

Ald. Gaugel: Do we have any kind of fee funding clause or any kind of caveat that says should the budget not be funded in full for this item, we have an out. We can always cancel, but are there any penalties associated with cancelling. I don't have a problem with this, it's just that we are approving things in two subsequent fiscal years that we haven't approved a budget for yet. I understand the premise and I agree with it. We're saving money, but we're agreeing to a three-year term for 2 years down the road that we don't have anything in place for.

Chris Minick: Yes we would incur the 6% escalator. I'd need to go back and take a look through that. There is a penalty.

Ald. Gaugel: It would probably be typical to what we're currently paying right now to go year-to-year as opposed to doing a three year. What's the likelihood that the software would be replaced over those three years?

Chris Minick: If you recall, IS Director Gunderson came forward with an evaluation plan. We are actually going and are in the process of evaluating the software. That's a very long and involved process. I think the chances are virtually nothing, when you institute an ERP, typically there is an evaluation of all business practices. We would be doing something similar. Within this three-year period I don't see it as likely that we would switch or change in any way.

Ald. Gaugel: Thank you.

Motion by Ald. Lemke second by Stellato to authorize the Finance Director of the city of St. Charles to Enter into a Three year Software Maintenance and Support Agreement with Infor (US) Inc. for Fiscal Years 2018, 2019, 2020.

Roll Call: Ayes: Stellato, Silkaitis, Payleitner, Lemke, Gaugel, Vitek, Bessner, Lewis; Nays: None; Absent: 1; Chrmn. Turner did not vote as Chair. **Motion Carried.**

6. Finance

a. Consideration to Reactivate the St. Charles Senior Services Commission – Section 2.27 of the St. Charles City Code.

Mark Koenen: Many of you may recall a number of years ago we had the Senior Services Commission, which evaluated the needs of senior citizens in our community. That commission was deactivated about 10 years ago. Ald. Payleitner, Mayor Rogina and I had a conversation that it may be time to reactivate this commission. There are new issues in 2017 vs. what we

thought we had resolved in 2007. What I bringing before you tonight is a proposal that we would set up a working group to evaluate the need to reactivate this commission, and to revisit the existing ordinance. We would evaluate if the purpose of the commission is the same today as it was when it was put together initially. We would then bring that back to the City Council or Government Operations Committee for official action on your behalf to reactivate the committee. The Mayor would then select members for the commission and we would advance forward, if that's the decision of the Council. Alderman Payleitner has volunteered to be on the commission and I would ask any of you if you would like to join us to let me know in the next week or so. We are going to be planning our first kick-off meeting very soon.

8. Executive Session

- Personnel 5 ILCS 120/2(c)(2), 5 ILCS 120/2(c)(5)
- Pending Litigation 5 ILCS 120/2(c)(4)
- Probable or Imminent Litigation 5 ILCS 120/2(c)(4)
- Property Acquisition 5 ILCS 120/2(c)(3)
- Collective Bargaining 5 ILCS 120/2(c)(1)
- Review of Minutes of Executive Sessions 5 ILCS 120/2(c)(14)

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

10. Adjournment

Motion by Ald. Lemke, second by Stellato to adjourn meeting at 8:17 p.m.

Voice Vote: Ayes: Unanimous; Nays: None; Absent: 1; Chrmn. Turner did not vote as Chair.

Motion Carried.

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