

**MINUTES  
CITY OF ST. CHARLES, IL  
GOVERNMENT OPERATIONS COMMITTEE  
MONDAY, FEBRUARY 6, 2017**

**1. Opening of Meeting**

The meeting was convened by Chairman Stellato at 7:12 p.m.

**2. Roll Call**

**Members Present:** Chairman Stellato, Ald. Silkaitis, Payleitner, Lemke, Turner, Bancroft, Krieger, Gaugel, Bessner, Lewis

**Absent:**

**3. Omnibus Vote**

- a. Budget Revisions – December 2016 and January 2017
- b. Recommendation to approve Funds Transfer Resolutions Authorizing Budgeted Transfers in the Aggregate Amount of \$5,811,380.64 for Debt Service Payments and Miscellaneous Transfers.

Motion by Ald. Krieger, second by Bessner to approve omnibus items as presented.

**Voice Vote:** Ayes: Unanimous; Nays: None. Chrmn. Stellato did not vote as Chair. **Motion Carried.**

**4. Administrative**

- a. **Video Gaming Statistics – Information Only**

**5. Police Department**

- a. **Recommendation to approve a proposal for a Class E1 Liquor License for St. Charles Breakfast Rotary Club to be held at Lincoln Park, St. Charles on June 24 12:00 noon to 5:00 p.m.**

**Chief Keegan:** This is a recommendation to approve a proposal for a Class E1 Liquor License for St. Charles Breakfast Rotary Club to be held at Lincoln Park, St. Charles on June 24 12:00 noon to 5:00 p.m. This advanced earlier today from the Liquor Control Commission with a positive recommendation to move forward. Mr. Curt Barrett is here this evening. This is the second annual event that the Breakfast Rotary Club has taken on. Last year it was a huge success with about 960 paid participants. They are here to respectfully pass this in order for the Park District to take action. Once again the Breakfast Rotary Club is a non-for-profit and they are asking for an E-1 license being partner with Brew Avenue Events who are also here tonight. This has a large draw and most of the customer base from last year was an older crowd, connoisseurs if you will of craft beer.

**Curt Barrett, 218 Illinois Avenue, St. Charles:** We are asking for your permission to proceed with the event very similarly along the lines that we were successful for us last year. It will be the fourth Saturday in June from noon to 5:00 p.m. at Lincoln Park which will be a completely gated off ticketed event. Most of those tickets get sold in advanced so it's a rain or shine event. We use small tasting glasses for this sampling event. You get 18 fills of 3-ounce servings and you wear a lanyard that keeps track of how many samples you have. We would aim to try and add a few hundred more attendees. What we discussed with the Park District is we are aiming to try and grow it gradually and at some point in the future we hope to have enough success that we would look at some of the other parks available.

Motion by Ald. Turner, second by Payleitner to recommend approval of a proposal for a Class E-1 Liquor License for St. Charles Breakfast Rotary Club to be held at Lincoln Park, St. Charles on June 24 12:00 noon to 5:00 p.m.

**Roll Call:** Ayes: Payleitner, Lemke, Turner, Bancroft, Gaugel, Bessner, Lewis, Silkaitis; Nays: Krieger. Chrmn. Stellato did not vote as Chair. **Motion Carried.**

## **6. Economic & Community Development Department**

### **a. Recommendation to approve chair placement on public property for the DSCP Chair-ity promotion.**

**Jenna Sawicki, 2 East Main Street, St. Charles:** The DSCP is currently making plans to bring back the Chair-ity Program for the summer of 2017. We are here tonight seeking approval to place Adirondack chairs on city property. We will once again invite participants from the community to purchase and decoratively paint an Adirondack chair to be placed in downtown St. Charles. We are seeking approval to place the chairs in the same location as last year. We have the map showing the suggested locations. There will be approximately the same number at each location as last year as well. The locations include the Volunteer Plaza along the Riverwalk north of the Municipal Building between the Muni and Police Station; the deck outside the police station near the Ekwabet sculpture; in front and along the west side of the Municipal Building and on the 1<sup>st</sup> Street Plaza. We will continue to insure that the chair placement conforms to all local, state, and federal laws and does not interfere with any city project. We hope to have the same amount of chairs last year which was just around 100 chairs. We will also encourage business owners to place chairs on their property during the event. Last year there were chairs located outside of Tranquility, Townhouse Books, The Diamondaire, Abby's Breakfast & Lunch, as well as businesses like the Blue Goose and Massage Wellness. We've also received permission from the Park District to place chairs in Lincoln Park because of the popularity of the chairs during the Concerts in the Park, we will again place 10 chairs there.

Participants, once again, have the option to donate the chairs through on-line auction and will have the opportunity to bid on chairs through the duration of the activity. We have also agreed that the proceeds from the 2017 Chair-ity event will be put forth on an enhancement on the East Plaza on 1<sup>st</sup> Street when that project is completed. We will let the city staff determine the best use for those funds.

We have made modifications to the program for 2017 based on feedback from last year. This program will pick up the weekend before Memorial Day with chair placement taking place on May 19 and 20 and the program will conclude on August 11. This will allow for the chairs to be fully placed for the Memorial Day weekend which is a heavy tourism time for downtown St. Charles because of the Art Show and other events that go on. The conclusion of August 11 coincides with the start of school for District 303. Last year we saw the use of the chairs decreased when school started.

Our major change for this year will be the addition of four decorated benches that we are going to be placing alongside chairs. The DSCP is working with both high schools along with the Fire and Police Departments to add beautifully decorated benches to keep the program fresh and interesting. The benches will only be placed outside during the same amount of time and locations as the chairs and will be city-side branded. We'll also be working with the Public Works Department for best placement and visibility.

**Ald. Payleitner:** This is a great and popular downtown spectacle in showing off the artistic talents of our town and promotion of our community groups and businesses. In that regard is there any rhyme or reason of which chairs go where?

**Jenna:** We do have a committee and we asked our businesses where they would like to place them and then we fill in the blanks with others.

**Ald. Payleitner:** That's my concern the chairs our gorgeous but it seems like we are giving out free advertisement. I would like to see priority given to public spaces to maybe regular citizens or maybe the non-for-profit community groups; I don't know what percentage of chairs you have, but I see this as free advertising and here is the chair placed on public property.

**Jenna:** We could absolutely look into this and making it more of random placement.

**Ald. Lewis:** I found I wanted to bid on some of the businesses' chairs and they weren't in the auction and here they sat all summer advertising their business but then when it came time to donate them to raise money they weren't available. I don't know if there is any different pricing you can do if you choose not to donate it or something else; but that's something I would like you to try and think about doing.

**Jenna;** Yes I can look into this.

Motion by Ald. Lemke, second by Krieger to recommend approval of chair placement on public property for the DSCP Chair-ity promotion.

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

**7. Information Systems Department**

**a. Recommendation to approve a Microsoft Enterprise Agreement through CDW-G for a not-to-exceed cost of \$133,923.**

**Steve Weishaar:** This is a Microsoft Enterprise agreement coming up for renewal at the end of the month. This is the second renewal of the agreement we first signed in 2011. This a 3-year agreement, so 2014 and now 2017. The main component of our agreement was the Microsoft Office Suite which gives us Word, Excel, PowerPoint, and Outlook for our email. The purpose of the agreement is to ensure that the City is fully licensed with those programs but also gives us the ability to upgrade to the latest versions of Office during the time of the period of the agreement without any additional costs. We are proposing to enter into another 3-year agreement and in addition to the office suite we are proposing to add additional licensing for Microsoft Office Operating System and Sequel Database Software into the new agreement. The terms of the Enterprise agreement is through the State of Illinois Master Contract which is held through CWG. This is a fiscal year 2017 budgeted item and is included in the proposed fiscal year 2018 budget as well. The total cost of the agreement is \$133,923 and averages out over the 3-year term of the agreement to \$44,641 per year. Staff recommends of approval of the Microsoft Enterprise agreement through CWG for a cost not to exceed \$133,923.

**Ald. Gaugel:** The State of Illinois Master Contract that's out there, are we obligated to use that contract?

**Steve:** It depends on what you're purchasing. In the terms of a select agreement outside of Enterprise agreement, the operating system service software we order through the select agreement is through the State contract. We're not obligated to that but it is an extreme cost savings to do so. Quick calculations we are going to save near \$20K through that 3-year period.

Motion by Ald. Krieger, second by Lemke to recommend approval of a Microsoft Enterprise Agreement through CDW-G for a not-to-exceed cost of \$133,923.

**Voice Vote:** Ayes: Unanimous; Nays: None. Chrmn. Stellato did not vote as Chair. **Motion Carried.**

**8. Fire Department**

**a. Recommendation to approve an Ordinance Authorizing the Disposal of Surplus Personal Property Owned by the City of St. Charles.**

**Chief Schelstreet:** The Fire Department currently has an inventory of 21 sets of personal protective equipment, the black coats and pants that are worn to go into structural firefighting. These coats and pants have gone beyond their 10-year life span; they have the normal wear and tear you would expect. They are no longer of serviceable use to us; however we've been contacted by the Cortland Fire Department and Western Illinois University as they both have programs that could utilize this equipment without being in a structural firefighting scenario. These are either Cadette programs or students who are learning the trade. They've requested a donation of this equipment. The Fire Department is recommending this donation and requesting

that Committee approves this ordinance authorizing disposal of this surplus property.

Motion by Ald. Krieger, second by Gaugel to recommend approval of an Ordinance Authorizing the Disposal of Surplus Personal Property Owned by the City of St. Charles.

**Voice Vote:** Ayes: Unanimous; Nays: None. Chrmn. Stellato did not vote as Chair. **Motion Carried.**

**9. Executive Session – None.**

- 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)

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

**11. Adjournment**

Motion by Ald. Krieger, second by Ald. Bessner to adjourn meeting at 7:29 p.m.

**Voice Vote:** Ayes: Unanimous; Nays: None. Chair Stellato did not vote as Chair. **Motion Carried.**

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