

AGENDA
ST. CHARLES CITY COUNCIL MEETING
RAYMOND P. ROGINA, MAYOR
MONDAY, FEBRUARY 5, 2018 – 7:00 P.M.
CITY COUNCIL CHAMBERS
2 E. MAIN STREET

- 1. Call to Order.**
- 2. Roll Call.**
- 3. Invocation.**
- 4. Pledge of Allegiance.**
- 5. Presentations**
- 6. 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.**
- *7. Motion to accept and place on file minutes of the City Council Fall Retreat meeting held September 16, 2017.**
- *8. Motion to accept and place on file minutes of the Special City Council Workshop held January 16, 2018.**
- *9. Motion to accept and place on file minutes of the regular City Council meeting held January 22, 2018.**
- *10. Motion to approve and authorize issuance of vouchers from the Expenditure Approval List for the period of 1/1/2018 – 1/14/2018 the amount of \$1,588,382.09.**

I. New Business

- A. Recommendation by Mayor Rogina to appoint Louis Dries to the Housing Commission with a term expiration of April 30, 2019.**
- B. Motion to approve a **Resolution** Abating a portion of the 2017 property tax heretofore levied for the City of St. Charles.**

II. Committee Reports

- A. Government Operations**
 - 1. Motion to Approve a Proposal for a New Class E-1 Temporary Liquor License for a “Special Event” – “Hops for Hope 5K” to be held at Mt. Saint Mary Park – May 19, 2018.**

- *2. Motion 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 9, 2018 from 12:00 pm to 5:00 pm.
- *3. Motion to Approve a Proposal for a New Class E-2 Temporary Liquor License for a Special Event, “McNally’s St. Patrick’s Day Party” to be held on March 17, 2018 at 1st Street Plaza.
- *4. Motion to accept and place on file minutes of the Government Operations Committee meeting held on January 8, 2018
- *5. Motion to accept and place on file minutes of the Government Operations Committee meeting held on January 22, 2018.

B. Government Services

- *1. Motion to approve Parking Lot, Street Closure and Use of Amplification Equipment for St. Charles Cruise Nights.
- *2. Motion to approve Street and Parking Lot Closures for the 2018 Sly Fox Half Marathon.
- *3. Motion to approve a **Resolution** awarding a Purchase Order to Archon Construction for Legacy Substation Concrete Footer Work.
- *4. Motion to approve a **Resolution** approving a Change Order with Hooper Corporation for Overhead Contractor Services.

C. Planning and Development

- *1. Motion to approve an **Ordinance** Amending Title 16, “Subdivisions and Land Improvement”, Chapter 16.02 “General Provisions” and Chapter 16.10 “Dedications” of the St. Charles Municipal Code (School and Park Dedications).
- *2. Motion to approve and execute an Acceptance Resolution for Public Utilities for Anthem Heights.
- *3. Motion to accept and place on file minutes of the January 16, 2018 Planning & Development Committee meeting.

D. Executive Session

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- 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)

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

12. 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 (TDD), or via e-mail at 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).

**MINUTES
CITY OF ST. CHARLES, IL
CITY COUNCIL FALL RETREAT
SATURDAY, SEPTEMBER 16, 2017
CLARKE HEADQUARTERS – SIDWELL DRIVE, ST. CHARLES**

1. Call to Order

2. Roll Call

Members Present: Ald. Stellato, Silkaitis, Payleitner, Lemke, Bancroft, Gaugel, Vitek, Bessner, Lewis

Absent: Ald. Turner

Others Present: Mayor Rogina, Mark Koenen, Jenn McMahon, Larry Gunderson, Chris Minick, Peter Suhr, Rita Tungare, Chief Jim Keegan, Chief Joe Schelstreet, and Atty. John McGuirk

Mayor Rogina: Today we should recognize this as a safe zone. We're a team and there is no reason that your views shouldn't be expressed and respected. Through the course of the day there are going to be some issues discussed that need a black or white clear cut decision. There is a lot of material to digest particularly from our director of finance. We are going to try to clearly define certain issues, but in some respects we won't be able to define them clearly.

The theme for the day, two things, Mark, in some of his notes to you, proposed a question: What do we want to afford? My theme is to take a step toward finding the answer for: This is who we are in St. Charles. The reason we're here in September as opposed to the normal time is to start talking about you as the legislators, if you want to sponsor something, bring that up today.

The LED lights are mine, it's a green initiative, and something I think would benefit the City. There are several financial things that we really have to stick to and ask questions about, whether we can afford things or not afford things. I have to commend Chris. He's built some assumptions into the material that are huge. He went to the highest end to give us a chance to decide if we want to go that far, back off a bit, whatever the case may be. Staff wants to know to what extent are you tied into the major projects. What are your priorities? At the end of the day, we're trying to understand where the Council is going.

BUDGET

Chris Minick: We've talked about how our operations continue to be funded well and we've been able to cover those costs. Routine capital projects, maintenance type of items we've had to open the bond market for, and we've been very successful at managing. Recently we've been discussing 3 significant capital projects that all have somewhere between a \$15M and \$20M price tag, and would come out of the General Fund. The three I'm speaking of, because of the scope and scale, are the Police Department, 7th Avenue Creek Project, and the Active River Project.

We are going to discuss in a bit more detail today how these three major capital projects impact the operation of the General Fund, and more importantly the financial health of the General Fund as we move forward and start to implement some of these projects, based on the schedules as they have been developed today.

The conclusion I'm going to come to and try to support is that if we're going to undertake these three big projects; we're going to have to change the financial model of the General Fund. We're either going to

have to come up with some additional resources or reduce services/expenditures in some way to make that work. Once all three of the projects get up and running and all bonds have been issued, we have a gap in the general fund of \$1.2M – \$1.3M annually. That's the hole we're going to need to fill. I've gone out and looked fiscal year ends 2017 – 2045, during a 10 – 12 year period of the projection period we do run that gap.

The models you see today assume the current financial model of the General Fund, plus the debt service of those 3 major capital projects. I have not programmed any significant changes we may talk about or may want to investigate here today into those models. What the models assume is keeping everything the same as today adding the 3 capital projects and what the numbers would look like going forward.

I'm going to give you a brief history of where we've been the past 10 fiscal years. Then I will discuss where we're going based on some of the analysis that's been done.

The City Council has previously indicated a desire to proceed with the three major projects, Police Department, 7th Avenue Creek, and Active River. If we proceed as quickly as the logistics will allow us, we will need to change the financial models.

1. Do we still wish to go as quickly as we can on all three of the capital projects?
2. As we go through the list, are there additional revenue sources, or others that we don't talk about that the Council thinks would be good sources of revenue to investigate, or are there some you just don't want to entertain?

In terms of the financial model there are two components; we can either increase revenues or reduce services/expenditures. If there is some combination, or service reduction that needs to happen, let's talk about it. What the Department Directors would request is the flexibility to bring you back a menu of choices to bridge the gap on the expenditures.

Chris Discussed his Presentation and Charts:

COSC General Fund Financial Performance History and Projections

- We entered into the recession, fiscal years 2009- 2010, we weathered the great recession and the related recovery period better than most municipalities.
- Revenues dropped until FY 2013 and we were very successful in matching our expenditure levels to those revenue levels, and posted decent surpluses, with exception of 2011 which was a breakeven year.
- Revenues have rebounded since 2013, we're still a bit lower in 2017 than we were in 2008, but our expenditures are about \$2.1M lower than in 2008. The reason for that is in the first two years there was a significant budget reduction initiative. When we entered into the Great Recession there was an 8% budget reduction across the board during 2008-2009.
- Slowly things have been returning to normal, and revenues have been going up.
- We've covered operational needs in the General Fund well. We've been able to handle the routine capital projects. We've had some surplus, and been able to increase reserve levels.
- In 2016 our actual surplus in the General Fund was roughly \$1.8M. Staff came to Council as part of the audit process to discuss the Police Station Project.
- Staff requested and Council granted permission to take \$1M out of the surplus and move it to the capital projects fund for the Police Station. That will be used to pay for a significant portion of the closing on the property, and remainder will be used for engineering, etc.

- Fiscal year 2017, April 30th amounts; the auditors are done with their field work. The report is not final, but we're going to post roughly a \$2M surplus based on revenues of \$42.5M, and expenditures of \$40.5.
- After the audit is complete, similar to last year, we're going to request \$1.5 M of that surplus be transferred into capital fund for the Downtown Improvement TIF No. 7. There are some streetscape, hardscape and Plaza improvements the City is obligated to perform as part of the Redevelopment Agreement for 1st Street. About \$1.5M of those projects are not funded. We would like to utilize the surplus to accomplish this.

Ald. Bancroft: When you say we need to change things; are you already counting surplus?

Chris: I'm already counting surplus.

Ald. Bessner: Are expenditures optimum to where they should be? Is there anything left to really cut (I'm not suggesting we do); has everything been looked at?

Chris: We can always make reductions, but it's a tradeoff of service levels. If significant cuts were directed, there would be things residents would notice.

Ald. Lemke: By cutting the budget are we saying we would forgo things such as street service and maintenance? Something like deferring maintenance.

Chris: Those would be the type of programs we look at and I think there would be some feedback from residents. There is never enough money to go around for those types of maintenance projects. I think we've done a decent job, but I've heard some feedback that we need to be a little more aggressive with some of those projects and maintaining.

COSC General Fund Financial Projections Police Station Project Only

- I projected what the finances of the City would look like if we only undertake the Police Station project. Assuming 1% growth in our revenue and expenditure models on average each year; it shows we can easily take care of normal cost increases, continue to fund operations, all the debt service for the Police Station Project and continue to add to the reserve.
- This represents the 2017 numbers trended forward at 1%, there are some changes factored in to the revenue structure for items reflected in the State's FY 2018 budget. The home rule sales tax – the State is taking 2% of revenues collected on sales tax. That impacts our revenue stream by \$100,000- \$120,000 per year. It's been included in the projections.
- The State has implemented a one year 10% reduction in the Local Governmental Distributed Fund on the income tax revenues we receive. That has been factored in to our fiscal years 2018 & 2019 because of the timing difference between our fiscal year and the State's fiscal year.
- The debt service for the Police Station was added as a new expenditure for the City. This \$1.2M on an annual basis assumes the \$16M bond issue based on current bond market conditions over 20 years.
- My projection is that in 2019 we will start making those payments and will still post a smaller surplus to be able to add to the reserve account. Currently the reserve sits at 41%, as you recall we do have a 25% requirement for our reserve level as compared to our expenditure level in the General fund.

**COSC General Fund Projections – Total Project Debt Services Estimates -
August 2017**

- What do the projections and debt service look like if we add not only the Police Station Project, but include the 7th Avenue Creek and Active River Projects?
- Currently the City has a policy that our debt service expenditures will not exceed 10% of our total expenditures for the General Fund. We are sitting at about 7.84% right now. If we took on all 3 projects the debt service would increase to the 13.50% range.
- This is in excess of the policy, however, I think that policy may be slightly conservative, but that would not be a reason to not proceed with the projects. I think the policy could be set aside on a temporary basis acknowledging that these are one-time types of projects, and that we've committed to making sure the financial model works for the General Fund.
- This could be done by passing some type of resolution acknowledging that while these projects are active our debt service ratio doesn't exceed 15%.
- I think you can set aside the policy on a one time basis with the projects being taken on, and pass a resolution that the debt service doesn't exceed 17%.

Ald. Lemke: That's just the Police Station that brings us up to the 13%?

Chris: No, it's if we take on all three projects that we get to the 13%.

Ald. Bancroft: On the revenue assumptions you carried the 1% through. What is the revenue component of the projects?

Chris: It should be accounted for, but it's tough to say what that might be. We don't actually get to 1.2M gap for another 7 or 8 years.

Ald. Silkaitis: Our credit rating is pretty good. Our policy says a debt reserve of 10%. That's going to be looked at, right?

Chris: Bond agencies are looking for the policy and that there is a plan in place to meet obligations. If we temporarily increase the debt service based on these three large projects to 15%, and we implement a new revenue source, we've done expenditure reduction, or a combination of both, to show this is how we are going to afford these projects; I don't think there would be a tremendous negative impact.

Mayor Rogina: All your projections assume the maximum possible expenditure in three areas. It doesn't take into account any grant money, additional revenues, or cuts in expenditures at all.

Chris: Correct. I put this together to look at the trends over time, and seeing what the lines on the graphs look like if we don't make changes.

Ald. Silkaitis: With the assumption that the economy is going up, are we taking into account it going down?

Chris: In a way yes, if you look at the last five years, revenues have increased by about 1.8%, and expenditures have increased by about 1.6%. Those have all been positive years, but by trending them out at a little lower percentage, 1%, I'm allowing for some temporary reductions. The 1% doesn't mean it goes up each and every year over time. It means it averages 1% over that period. I tried to build it in using averages and projections without being able to know.

Ald. Bessner: Is the assumption for the Active River Project also based upon the fact that we're taking this project on ourselves as a city?

Chris: I jumped ahead. I'd like to go back. I haven't talked about any of the assumptions on any of the projects.

General Fund Projections – Police Station and Active River Debt Service Projections - August 2017

- The Police Station we've talked about; \$16M, 20 years, pretty recent or imminent bond issue starting in 2019. The numbers represent the debt service and projection schedule we talked about previously.
- For the Active River Project, I made the basic assumption that the City's contribution to the project would be about \$5M, of the \$20M estimated total cost. I anticipated that there would be about \$1M of bond issue that would be needed for seed money (for engineering, design, etc.), the debt service is about \$82,000 beginning roughly in 2019.
- Additionally, a couple years down the road we may could be looking at another \$4M for the construction phase, with the debt service being in the \$290,000 - \$300,000 range.

Seventh Avenue Creek Project Debt Service Projections - August 2017

- This is the phasing schedule that Karen Young and I have discussed, right now we have a \$17.5M Project, we talked about phasing it out over an 8 year period, looked at the debt service, and pieces of the project we think logically could be completed from an engineering perspective. This schedule represents the results of those discussions and phasing out over a period of 7 – 8 years.
- About \$1.2M (debt service) when all bonds are active. Then we start to pay them off slowly over time.
- This doesn't take into account any kind of other funding sources we may get, such as grants, etc.

Peter: We're looking at a \$1.2M grant, and potentially will hear about in February.

Chris: Based on the grants the phasing's might change or some of the individual amounts within the individual years might change. If we get that grant, it might change the funding schedules and ultimately would boil into the debt service.

Ald. Lewis: We've been buying all those properties.

Chris: The properties are about \$1.7M.

Financial Projections All 3 Projects

- Instead of the \$1.2 M for just the police station; I took a look at the total debt service expenditures, and started trending those items forward.
- The adjusted expenditures incorporate the higher debt service expenditure amounts, and it starts to generate some deficits in the first few years. You see the effect those deficits have on the reserve account.
- Eventually we consume the entire reserve account and stay in that position for about 5 years until we start paying off the debt. We then start to rebound.

- This schedule is the basis for the premise that if we don't make changes based on where we are today, granted some things could change over time; we need to change the financial model of the General Fund.

Ald. Vitek: How do we build in a buffer for other projects that may come up?

Chris: I've tried to incorporate that by not removing out bonds as they're coming off. Most of what you see here on the debt service schedule is where individual bonds start to come off, and they are no longer expenditure. We have some bonds now that handle routing of several projects. I've left them in assuming they will roll over and become new bonds issued for projects moving forward.

Ald. Lewis: This is what it costs to build the projects? What does it cost to maintain? Does that increase every year on top of what we have to pay?

Chris: We would need to maintain the projects. The police station will probably be cheaper than the building we have now. That's not going to have a tremendous impact. We would need to maintain anything we put in regarding 7th Avenue Creek and Active River. In terms of Active River there may be some division of labor with the Park District. We simply don't know what the model is going to look like yet.

Ald. Lewis: Will we require more staff?

Mark: We don't have the answers to those questions just yet. Council has directed that we talk about the Active River project from a finance perspective, and also a "how do we get it built" perspective. The discussions are ongoing. There is a general recognition that there is a maintenance element that is undefined. We can't define it, because we don't know what is going to be built. We know someone has to maintain it, and how we maintain it is the question as well as who pays for it. We just can't quantify that yet.

Ald. Lewis: The budget will have to increase to pay for that.

Ald. Stellato: Remember when we set the reserve at 25%? That was so far ahead of other communities and it got us through this bad time. The key number here is the reserve percentage. I want to point out it doesn't happen for about 11 years. We have 11 years of time to figure out how to generate more revenue.

Who in the Tri-Cities has reserve balances like this? No one that I know of, relax, we have 11 years. We are talking about doing this in the worst state of Illinois economy ever. If our constituents ask why we decided to take on this debt? It's because we maintain our reserve percentage.

Ald. Lemke: If we put off until we got the pieces to align on the Police Department we could have spent this money 3 years ago and not got the right answer. I think the reserve is part of recognizing we have these things on the horizon.

Ald. Bancroft: We're in this position because past councils and staff did what they had to do during 2008; over that 10 year period you show ½ percent decline in our operations and revenue. You're showing a 1% increase; to me you already built in some bumps in the road.

Alternative Revenue Sources

- What are some of the alternative revenue sources we could phase in:
 - Property Tax increase
 - Freeze the tax rate rather than the dollar amount of the levy.
 - 0.25% Increase in Home Rule Sales Tax
 - The smallest increment we can increase the Home Rule sales tax is .25%. For each .25% in play would be about \$1.3 M on an annual basis.
 - Prepared Food Tax
 - There was a prepared food tax in the city early 2000's. For each 1% put into effect there would be about \$800,000 of revenue.
 - Increase Alcohol Tax
 - If we increase the alcohol tax from 2% to 3% that would generate about \$550,000.
 - Utility Tax – Gas
 - We have no utility tax for natural gas. If we were to put that in place each 1% would generate \$150,000.
 -
 - Franchise Fee Electric
 - If we increase the franchise fee on the electric by 1% we would generate about \$600,000.
 - Franchise Fee – Water/Sewer
 - If we were to implement a franchise fee on the water/sewer utility we would generate about \$140,000 - \$150,000.
 - Admissions Tax
 - For each 1% it would be roughly \$60,000. This would be a ticket tax on live performances and movies within the City.
 - Telecommunications Tax
 - If we decide to go this route we should talk about the weaknesses in the telecom tax and the way it's defined.
 - Local Gasoline Tax
 - For each penny put on a gallon of gas it would increase revenues by about \$270,000.
 - Storm Water Utility - Estimated Revenue
 - We examined a few years ago the concept of a storm water utility, at that time we estimated the revenue from that would be \$850,000. If we decide to go this route we should do an update to this study.

Mayor Rogina: Are any of you interested in pushing new revenue?

Chris: Because we're so far in front of this. One of the things we can do is to take the same approach as we did with the utility. The council directed staff to lengthen the time frame and analyze on an annual basis where we are, were, and what needs to be done to start to cover the costs. We entered into that in 2011 the results seen over the last several fiscal years. We're only going to see rate increases for incremental operating costs. I view this process the same. Take a look at revenue sources, where we are, the changing conditions, and I think we have time to address and implement things over time, if needed.

Ald. Lewis: The food and sales tax increases, will the State take any of that?

Chris: The state would take 2% of the Home Rule state tax, around \$20,000.

Ald. Lemke: The property tax increase. Is that over a period of time or would it be in a future year?

Chris: It presumes we hold the rate of the levy consistent rather than the amount of the operating revenue. The last two complete levy years that we have information on; levy year 2016 represents revenue received by the City. Levy year 2016 represents the amount of property tax money we're currently receiving and the residents have paid during calendar year 2017. This is what happened to the taxable value of the City between the years 2015 (tax base of about \$1.3 billion), 2016 (tax base of about \$1.37 billion), that represents 3.5% increase.

Mayor Rogina: You could freeze the rate. It could be done every other year.

It would be good for staff to know from Council if any or all of these sources of revenue are acceptable.

Mark: Gas tax is not in St. Charles today. Batavia does have it, and most recently Schaumburg has increased theirs. The thought is that the local gas tax isn't necessarily paid for by residents, but people passing through. It becomes a new opportunity, like the sales tax, we're a hub for entertainment and shopping, it's not just the residents paying.

Ald. Stellato: I don't think we need to do any of these, but if we did do one thing, local gasoline tax is probably the only one I'm the least not in favor of.

Ald. Vitek: I agree with Dan. We're undertaking a lot. There is going to be some feedback on residents.

Ald. Lemke: Folks come from elsewhere and use Meijer, it benefits us. I'm concerned about sales tax as a source. Fuel tax is likely to stay.

Ald. Gaugel: I'm not a fan of any of these. I think we would have the biggest fallback from the property tax increase. On the first page, there were three questions that were proposed; what's the priority? It's very difficult to prioritize. The Police Department is a must, 7th Avenue creek is a problem that we're dealing with; it's a must in my opinion and has to be done, the Active River is the one project that will have an effect on the bottom line. Chris was right to include those assumptions on what the impact might be. If you look at projects such as the Active River you're going to see that revenue stream increase, property value going up, more retail, downtown and in city. It will have a tremendous impact on the bottom line. I agree with Dan, relax. There is no priority, it's a package, and we have to move forward.

Chris: I'd like to address the property value. The only way it has an impact on the property tax revenue is if we don't levy the dollar amount.

Ald. Gaugel: The way we view Active River, I get a general feeling from the council members that this is a huge expense. I challenge everyone to look at it as an investment in St. Charles, something that will be here for generations to come, not just an expense.

Ald. Silkaitis: With the three priority projects, police station and 7th Avenue Creek we've already started, we can't stop. I'm not sold on Active River. I need to information on how it will affect the rest of the town. At this moment Active River is not a priority for me. I can't see raising taxes.

Ald. Bancroft: If we did something like a gas tax you'd come pretty close to paying for half the investment in the Active River Project before you get to the point of thinking about it. I would rather have a greater pool of people pay than just our residents. I think you have room for the alcohol tax as well. I would do something now.

Ald. Payleitner: There are arguments against all of them, with the exception of the alcohol and gas tax. Everything else, I think we're in growing mode. For example the admissions tax, seems like we're taxing others, but at the same time we're probably hurting businesses that are trying to expand right now. Those are the two I would be in favor of.

Ald. Lewis: We're probably all on the same page here. I think it would be hard pressed to have property tax, but as I look at the numbers, not sure what kind of money we're looking for. If we really want impact to the budget, we could probably put in the Home Rule sales tax. I would go with the one that impacts the budget the most.

Chris: The gas tax allows for it to be built up over a number of years. As far as building up the fund and using it for Active River, it would work the same as the Red Gate Bridge project.

Ald. Lewis: I would be opposed to the gas tax. I agree with the Police Department, 7th Avenue Creek; with Active River, I'm not opposed to the project.

Ald. Lewis: The Park District takes in a broader tax base a lot of the people that may be using this. If we take the lead, it's just St. Charles residents facing the brunt of it. One other thing I thought we could do for income is raise the price of a tear down.

Mark: We will be reviewing all building permit fees between now and January.

Ald. Bessner: I'd be open to the gasoline tax. In regards to the levy adjustment; I would be interested to see, based on the adjusted rate, what that would be per home owner.

Chris: I did do the impact for one year. It would be \$35.00 per year on the City portion based on an individual with a \$350,000 property. If their property was \$250,000 it would be about \$24.00 and \$1M would be \$100.

Ald. Bessner: I'd be open to that. My concern with the Active River Project isn't the project itself, but who is expected to take the lead on that?

Ald. Stellato: I have a concern with Active River Project, it's not really a project it's a development. A development is putting money into something that generates revenue back. Project sounds as if we're investing money in and getting nothing in return. If we start calling it the River Corridor Development, which is what it is, it gives the sense of a return on the investment.

Ald. Silkaitis: All the contemplated tax increases are for the projects. Why don't we have a capital improvement tax, with a sunset clause? Just tell people what the money is for and this is what you get for what you pay for.

Ald. Stellato: Didn't we do that for Red Gate Bridge, was it a nickel?

Chris: There was a nickel assessed for a period of 8 years. I think we can get there. The only caveat is that if it's to be on the property tax, we need to fit it with the framework for property tax.

Ald. Lemke: The reason the Park District and St. Charles was chosen through Swim USA, is their ability to schedule events like this has been proven. The Swim USA people don't see any reason it won't continue. My problem with Greenville is that it's a park.

Ald. Payleitner: Are we going to be discussing 7th Avenue Creek. I'm still looking to see if there is some other financing we can do for 7th Avenue Creek that has buy in from the area improving it; SSA.

Mark: If that's the direction that Council would like to go; we're going to start that conversation.

Ald. Vitek: What about all the commercial opportunities for restaurants, business, and store fronts? I think we need to change the way we talk about it.

Mayor Rogina: One thing that has not been said about the river particularly, and after talking with people I think it's true, we'll get community support. There will be naysayers, and as leaders we need promote that this is huge. I'm in support.
As far as the property tax; I have no problem with that.

BREAK – 9:45am MEETING RESUMED – 10:00am

DOWNTOWN DEVELOPMENT VISION

Mayor Rogina: What areas downtown are potential areas for development, including that there will be some direction to staff from the Council as to the current Police Station Site. We are going to talk about George's and the Arcada; what's transpired as of today and what's on the horizon.

2013 Comprehensive Plan – Downtown Catalyst Development Sites

Mark: This should be familiar to all of you. It comes from our Comprehensive Plan. We begin to identify Catalyst Development Sites, meaning opportunities for the future.

1st street is just about finished. The last building of Phase III is going to start construction in the spring. Building 2, the last building, immediately north of the ALE building, was presented at the Historic Preservation Commission meeting and received recommendation to advance the project forward. It's going to Plan Commission on October 3, and I expect you'll see it at the P & D Committee the following Monday. I would think all the approvals should be done before the end of the calendar year giving ample time for the beginning of construction in spring 2018.

We have three lots to finish after that. Lot 6, 7b, and 8. Those are the last three phases. You directed us to receive RFPs from developers to finish those parcels. We will show that at the workshop.

Let's talk about the Manor property, the Mayor and I have a meeting scheduled later this month with Joe Salas, and Keith Kotche. As a result of that conversation I'm hoping we can at least begin to have a discussion about that site, and if there is any opportunity including the Manor and opportunity for Joe Salas to bring a Tech company to St. Charles.

Potential Future Redevelopment Areas

The Uniform Store Block: It's owned by Rehm Family. There has been some conversation with them about their future plans for the site; they really don't have any plans.

The East Riverfront: We own a piece of property where the "L" shaped parking lot is behind the old Chord on Blues building. BMO Bank owns a piece of that parking lot, and owns the parking lot across the street on the south side of Illinois Avenue; another opportunity for river front development which may compliment the Active River Development. Regarding the Baker Church Parcel, the Community Development Department and I had a discussion with the church, they see an opportunity in raising those structures and another opportunity in redeveloping the parking lot directly north for some sort of underground parking with ground level retail in a multistory building.

Northwest Quadrant: The Salerno's property. The City of St. Charles owns the parking lot south of Salerno's.

Police Station Site: We are moving the Police Station. We're talking about the building being completed and being moved in by the 1st quarter of 2020. At that time the current police station site will be available. If we start talking today about where we're going with the police station site we will be ready for redevelopment in the first quarter of 2020. It will take that long to determine the plan and how to recalibrate that site. The conversation this morning was very rich because we talked about the Active River Development and how this site could play into that.

What would your vision be for the block of the Police Station, recognizing there is a well present; there are some flood plain and utility issues, as well as some utility and ComEd underground and overhead utilities along N. Riverside Avenue.

Mayor Rogina: You don't have to be specific, but just try to give the staff some idea, because as Mark said as the project moves along there is going to need to be some discussion as to the entire strip along the river.

Ald. Lewis: What are the possibilities as we move forward? We have time; we don't have to decide now. I like the idea of free flowing ideas and come back another item to make a decision.

Ald. Bancroft: Compared to a project he worked on in Chicago just off Michigan Ave. Before the project nothing residential was built south of the River. The reason the project was a success is because people believed Millennium Park was going in. There was enough concept out there to make it real for people. It will be very important to understand the potential for the Active River Development before you market that property.

Ald. Stellato: Roughly ¼ of the property is going to be effected by the well, the setback, the river walk, the River Corridor Development. If we want to give ourselves enough room to allow that to merge into a private development we need to shift that. I agree if everything is in place and we can show the developer. I think it's a prime spot for hotels, residential, restaurants.

Ald. Gaugel: I envision it as residential, hotel, something that has the majority of it as residential. The 108 State Avenue property has been for sale for years. The 211 and the 215 on 2nd Avenue are all rentals, 116 has been vacant for a while.

Ald. Lewis: One thing to keep in mind is what happens with the railroad trestle; I wouldn't like to see it go too close to the trestle.

Mayor Rogina: Mark and I will be having a meeting with Union Pacific railroad representative. They are willing to work with us to get grant money to do the project. It's a great point about the trestle and how it plays in to the whole path.

Ald. Lewis: I think you can always sell the property, it will become more valuable. I don't think there is an urgency.

Ald. Stellato: We want to set boundaries. There are a lot of people assuming that the railway is going to become a bike path.

Mark: Additional information is the park district is very interested in the cross town bike trail. The UP railway will get people down into the 7th Avenue Creek area. You would be able to go from Sycamore all the way through St. Charles, to Tyler Road.

Mayor Rogina: Mark and I have had conversations with the Park District and they are interested in being an active partner with us.

Ald. Lemke: The concern is that on Main St. with on and off traffic that it would mix bikes in unnecessarily.

Mayor Rogina: From LeRoy Oakes to Randall, the forest preserve is getting that piece. That's a big plus to get bikes off of Main St.

Ald. Lemke: It takes big money to take down right-of-ways, and you end up losing, in our case, Hwy. 31 grade separation. I would be against that, and I think there is good reason. Secondly, this was missing from the feasibility of the moving the Dam project, is another bridge between Rt. 64 and the trestle. If you have two levels of bridge on the trestle, why would you put something without any underpinnings to try and cross the river half way in between? This bridge satisfies that, we'd like that to stay.

Ald. Silkaitis: Once we move into the new police station we have to tear down immediately. I think we should tear it down, keep the parking lot and make it a park. Something we can use until we sell it.

Mark: I think the suggestion by Ald. Silkaitis has some validity. By 2020 we can know what we want to do with the property, take the buildings down and start simultaneously.

Ald. Silkaitis: That's without any utilities.

Mark: What I hear is this site becoming a redevelopment project that enhances the downtown and to potentially fan in the success of the Active River Development.

Ald. Bancroft: Right now we have the gift of time. If 2020 is really the mark we can spend a few years talking about what should go there, bringing in experts to find out what the right plan is for the site, and correcting problems. We should take time to educate ourselves.

Ald. Lewis: We haven't even heard from the community. We're talking about brokers and developers, what about the people? What do they want for their town? I'd like input there.

Mayor Rogina: One of the first emails I received after the Police Station was announced was congratulations on taking out the Police Station and putting into one of our empty strip malls. He went on to say to do the same thing for City Hall. Retro fit the building and make all kinds of money.

Ald. Vitek: I can't just look at that property. I think with all the open space here we have to look at the big picture, something cohesive to the experience. If we're not thinking cohesively it could jeopardize the entire project.

Rita T.: There are catalyst sites that were identified in the Comprehensive Plan. As many of you here know we went through an extensive process then to completely redo the Plan. Fast-forward to 2017, we know a lot more about our downtown than we did. I've heard several comments, we acknowledge that we have the luxury of time, but we all know time goes by very fast. We started the process for 1st Street in 1997, here we are in 2017. I think Alderman Vitek makes a good point. Within the next 9 – 12 months we will hopefully know more about the Quad, 1st street will be in the last phases, and we will know more about the Active River Project. What I foresee is that summer/fall 2018 might be a good time for us to update Comprehensive Plan update for downtown.

Ald. Lewis: What is the process to update the plan?

Rita T.: By State law the Plan Commission has to make a recommendation, then City Council, of course. We would then create a City task force made up from some community members, individuals from the Plan Commission and Housing Commission, council, and staff. The group would have to know it's an update. If you really want to do this efficiently, and what I would recommend is to pose the process to our planners.

Ald. Lewis: Would we need to hire a consultant?

Rita T.: We could hire a consultant for some components on a limited basis, we have three qualified planners on staff; I think we have the expertise, but could get an outside perspective.

Ald. Stellato: I like the assurance. It allows everyone to come in and discuss. It's open to the public. If you want to get true public opinion this is a good process.

Mayor Rogina: Let's move our attention to George's and Arcada.

We seem to all be on the same page to front money for air conditioning for the Arcada Theater with a reimbursement. We have been working on an agreement between Ron Onesti, Scott Price, and the City of St. Charles to advance forward with the air conditioning incentive to make that project happen. Scott Price is included because Ron Onesti asked us to make sure he's involved.

Where are we with George's Sport? We put together a draft estimate for a creating a "vanilla box". The incentive we're talking about is for a lease of the same nature. We contacted a local contractor, Fred Schramm. This is what we found:

Environmental Assessment: \$60,000 – \$70,000 to get rid of lead based paint and asbestos.

Roof Repairs: At this point we don't know how to fix the roof. It can't be seen from either side.

We talked with Mr. Schramm about the cost to remove the Ceiling from the second level to expose the roof and assess what needs to be done.

Ald. Lewis: I think they need more than air conditioning. I agree that it's not about Scott Price and it's about Onesti Entertainment. There are other things happening downtown besides Onesti Entertainment. He's now taken the name Arcada out to Pheasant Run. The Arcada is part of the identity of St. Charles.

Ald. Gaugel: The cross access between Arcada and Georges, we've talked about that before and I don't think it's something the City should be pushing. I think that's an agreement he needs to make with Scott Price. My main concern is to get Ron into the George's facility.

BREAK – 11:01am MEETING RESUMED – 11:15am

Mayor Rogina: I'd like to get some ideas out, some direction in some cases, on a number of topics in this last hour. I'd like to start with the Quad. I reached out Ron Kraus and asked him to come out with Chuck May to discuss what's happening at the Quad. Members of staff, me, Ald. Payleitner and Ald. Bancroft are going to have a meeting with Ron Kraus for a discussion. I'll let the staff fill you in a bit more. Maybe you could give staff direction as well.

Mark: I called Chuck May a few weeks ago asking what's going on. He told me it was because they are negotiating a letter of intent with a national residential developer to do a residential development much like what we have seen in the concept plan. He wouldn't tell me who the firm is, and they are still working on the letter of intent, but they're close. They would want to develop the project with an incentive. That incentive would deal with re-grading the site, utility relocations and the demolition.

Mayor Rogina: What we're seeking from you is to find out if you're ready, or not ready, for this to happen.

Ald. Stellato: The comment about the incentive, they have a lot of internal work to do.

Ald. Lemke: We've already given them an incentive for original utility improvements, parking improvements.

Rita T.: It hasn't been triggered.

Mayor Rogina: We can let them know we have an aggravated Council right now, Council has been behind this 100%, and this is our east gateway we want this to succeed. All we have after three years is Cooper's Hawk.

Mayor Rogina: Let's discuss 7th Avenue Creek funding.

Mark: The basis of how we fund 7th Avenue Creek is to look at SSA. The basis of an SSA is who derives benefit from the improvement.

Chris: Based on discussions we've had, we've put together a map of the 7th Avenue creek water shed. Ground zero for the watershed is where the northerly and westerly drainage come together, and then exit into the Fox River by the southern border. This is a very large area. All the properties would benefit from the 7th Avenue Creek improvement. The EAV of the City overall is about \$1.37 billion. This is roughly 25% - 30% of the total EAV of the City.

These numbers correspond to the debt service from the projections we talked about this morning of roughly \$1.2M once all the projects become active. That generates a SSA rate of about \$0.30 per \$100 of EAV for the SSA. I calculated the total tax rate for the SSA in that portion of the City and we would be at approximately \$1.18, based on generally a 1% increase in the value of property over time. It would be a 33% increase in the tax bill for the effected properties, \$145.00 annually to pay for the SSA.

We also discussed what the impact would be if we decided that 50% of the expense should be funded as though it will be a public benefit to the City, and the other 50% coming from an SSA. If we assume that the public benefit is ½ then the impact would be cut in half, the tax rate would go down to about 16.5%. A house with a \$300,000 market value would pay \$145.00 more in taxes annually to fund the SSA.

Ald. Payleitner: This is the watershed, right? There are areas in here already paying for SSA?

Mark: There are some SSA's here, for maintenance of yards, and retention basin.

Ald. Payleitner: I would say that's for this. They're paying not just for lawn mowing.

Mayor Rogina: The purpose of this discussion is look at the options, and how to increase revenue to fund the three big projects.

Mayor Rogina: Compensation for Council. Not so much the increase in pay for your salary, but basically for expenses, internet allowance, council absence, etc. There is no policy what-so-ever on docking people for absences. With respect to increase in your compensation regarding your expenses Attorney McGuirk has submitted some information.

Atty. McGuirk: The statute says you can't increase your salary. It can be increased for the next crew coming on, but needs to be done at least 180 days before. The question is if you have a lump sum reimbursement, can it be paid every month. There is a case in Delaware regarding lump sum reimbursement, and the court said you can't change that during your term. It's different than expense reimbursement. I think we have that as well. Do we have two policies Chris?

Chris: I've never seen a policy for reimbursement of expenses. Our practice has been, for those various types of expenses, we would reimburse with a copy of the mileage voucher, receipt, etc.

Atty. McGuirk: The lump sum component that we apparently have for the internet can't be changed during a term.

Mayor Rogina: Another request was the idea of City council being paid for committee meetings. That would be an increase in pay as well.

Atty. McGuirk: Yes.

Mayor Rogina: I would suggest that in 2019, there is a vote 180 days before so that half the council would benefit. We would have until 2021 make adjustments for that election period. I think the Mayor is underpaid and the Council is underpaid. We have some time to review the policies for the purpose of having something in place for 2021 election cycle.

Atty. McGuirk: I think what we have is two programs; we have a lump sum for internet and reimbursement for seminars, etc. Based on what Art is saying, I don't think you can get reimbursed more for the internet during your term. I think that's what the lump sum policy is for, internet.

Ald. Lemke: You can't undo the lump sum and convert to actual.

Atty. McGuirk: Not during your term.

Ald. Lewis: I think we get paid 1 hour at the \$175, and at the beginning of every month there is a reimbursement for internet. Two years ago it went from \$30 to \$35.

Atty. McGuirk: That had to do with an audit.

Ald. Gaugel: If none of us were on City Council we would still have internet at home. I agree the Mayor is underpaid, but not the Council, and the internet.

Mayor Rogina: Is anyone interested in moving this forward for 2021? Are there any objections?

Ald. Payleitner: I'm not breaking even on this job. I did bump up my internet to compensate. I do use my cell phone more now. There are a lot of expenses. I'm not talking about per-meeting stipend. I'm talking about the other expenses.

Ald. Lewis: There are some expenses, and there are some things when we go to Illinois Municipal League (IML), or different things, and there is no money in the budget.

Mark: We reimburse for IML.

Ald. Lewis: I feel there should be some money in the budget for council to do some things besides a legislative lunch. Alderman represent the City. Put some money in the budget, if we don't use it, then it's a surplus.

Mayor Rogina: I have no problem with that. Staff members put it in the budget for seminars. Council needs to go out and experience things, and get other ideas.

Mark: If there is something you want to attend send it to the Mayor or me and we'll get it in the budget.

Ald. Bessner: At one of our last retreats when this came up, if you remember, we were told with the comparable information we were shown, the point I made at that time was; if not now, when? We're talking about 16 years. It's not necessarily for me or us, but to set the bar for the future.

Ald. Payleitner: The stipend isn't what I'm concerned with; it's what's coming out of our pockets. There are expenses that go along with this job. My reason for the comment was not to get a raise, but get reimbursed.

Mark: We were recently informed by Sikich that the people working on our project resigned in July. Needless to say we're behind schedule. Sikich has promised information back to us by the end of October. I would suggest that we follow up on compensation and expenses as it relates to City Council and bring it all back and discuss it all at one time. Is there any guidance you want offered on attendance?

Ald. Stellato: If we have a problem with excessive attendance issues we can discuss that when it come up.

Mayor Rogina: In the years I've been here I would say we're well above 90% in attendance for all meetings.

CVB/Downtown Partnership/Chamber

Mayor Rogina: Mark and I believe there is a lot of benefit to the community in general if we could get these three organizations somehow to work closer.

I heard Lexington mentioned, and First Street. Lexington has been silent, there is a TIF there. We've got 1st Street building 6 coming up.

Ald. Stellato: Let's talk about 1st Street building 7B, the other half of the BMO Harris site. That model fits the profile exactly. It's meant for entry level affordable housing, and it's in a great location. On the Lexington side there is TIF financing. If they add some element of affordable housing we may be able to bridge that gap and get affordable housing. It is important to us to get that property cleaned up.

Mayor Rogina: That's certainly an opportunity for us.

Ald. Bancroft: Does the gap get bigger if you require more affordable?

Rita T: We've not paid anything on that TIF. It has a 23 year life span that started in 2013.

Chris: It has as 23 year life, has approximately 20 years left.

Ald. Lewis: What else for 1st Street building 6, any other ideas?

Rita T.: It's been defined as underground parking, retail on the first floor, office on floor 2, and residential on top.

Mayor Rogina: It's my understanding from conversation at the Tree Commission there is interest in creating a Natural Resources Commission; it's to be determined if they should be separate, or stay the same. People are asking what the City of St. Charles is doing to go green, what projects are we engaging in. If approved, the Natural Resources commission would work to do that. Having said that, and knowing that several cities are looking towards efficiency in lighting; I'm going to ask Peter to talk about the handout you received on LED lights.

Peter: I think you've had the handout for about a week now. I'll highlight a few things. Public Works is geared up and ready to go; we just need to know when you want us to do it. We can get most of the LED streetlight conversions done in 2 years, or fan it out over the 10 years. When a streetlight goes out we currently replace it with an LED light.

The city owns and maintains about 3300 streetlights, 2200 are roadway lights and are the easiest to convert. They also account for about 75% of the power that's out there. The others are decorative and are more expensive to replace, but are only 25% of the energy savings. Our plan would be to do streetlight conversion first and then move on to the decorative pedestrian type lighting as it comes up.

As I mentioned, we have already done some LED conversions. Each one is about \$350, it would be \$770,000. The return on investment is about 7 years, with a 50% reduction in energy cost. The City spends about \$300,000 per year on streetlight power and an additional \$50,000 in maintenance. The

maintenance of an LED light is reduced because they are more efficient. It's really about how fast you want us to get started.

Mayor Rogina: You mentioned a 2 year plan, budgeted for FY 18/19 and 19/20 with a price tag of about \$375,000.

Peter: Yes that would cover 75% of our lights over a 2 year period.

Mayor Rogina: We have a lot of green people in our town. I'd support that, to me it's a positive move that most of the community would embrace.

Ald. Gaugel: The sooner we do it the sooner we get the payback. I'd be in favor.

Ald. Lewis: I agree and would like to take it further. Could we make it mandatory that new construction have LED lighting?

Mark: That would be a change the subdivision code.

Ald. Lemke: It bothers me to say we're going to tell other people what style of light. I'm convinced this is good, energy savings and payback.

Ald. Lewis: Maybe we could give incentives to people who would put that type of lighting into their plan.

Ald. Stellato: I agree with the program. In our industry we are looking at using solar lights in parking lots. I'd like to run down the path of getting possible solar lights out there.

Ald. Bessner: Would this come out of the Electric Utility Fund?

Mark: It would be a part of the General Fund.

Mayor Rogina: This has been a great retreat. The conversation has been lively and free flowing. I commend all of you today and appreciate your participation.

Motion by Ald. Stellato, second by Bessner to adjourn the meeting at 12:29 pm.

Voice Vote: Ayes: unanimous; Nays: none. Motion carried.

:tc

**MINUTES
CITY OF ST. CHARLES, IL
SPECIAL CITY COUNCIL WORKSHOP
TUESDAY, JANUARY 16, 2018 5:45 P.M.**

Members Present: Stellato, Silkaitis, Payleitner, Lemke (5:55pm), Turner, Rogina, Bancroft, Gaugel, Vitek, Bessner, Lewis (via telephone)

Members Absent: None.

Others Present: Mark Koenen, City Administrator; Rita Tungare, Director of Community & Economic Development; Russell Colby, Community Development Division Manager; Fire Chief Schelstreet; Chris Minick, Director of Finance

1. CALL TO ORDER

The meeting was convened by Chairman Bessner at 7:00 P.M.

2. ROLL CALLED

Roll was called:

Present: Stellato, Silkaitis, Payleitner, Lemke (5:55pm), Turner, Rogina, Bancroft, Gaugel, Vitek, Bessner, Lewis (via telephone)

Absent: None

3. Motion to approve Ald. Lewis to attend this meeting via telephone.

Aldr. Stellato made a motion to approve Aldr. Lewis to attend the meeting via telephone. Seconded by Aldr. Bessner. Approved unanimously by voice vote. Motion carried. 8-0

4. Discussion regarding First Street Redevelopment Project

Mayor Rogina gave a brief outline for tonight's meeting and stated that staff needs to hear Council's voices loud and clear on a variety of topics. Some of the highlights that will be heard tonight are:

- Costs- what should the city assume and what should a developer assume.
- Streetscape-who should pay for it.
- Value of the land-should we sell it for price; compared to what we've done in the past with other phases.
- Timing-when should all this be done; when should request for proposal go to possible developers, what land uses might we follow per the original agreement, as well as amendments we might want to make.

Background

Ms. Tungare gave a brief background stating that the PUD for First St. was approved in 2006; along with that PUD there were the buildings that have been constructed, as well as those currently under construction that were all approved. There were also 3 additional building pads that were approved (building 6, 7B and 8) which are city-owned, however in 2014 Council made the decision to terminate the 2006 redevelopment agreement for those 3 parcels.

In 2006 building 6 was approved to be a 4-story building with the first floor as commercial, the second floor as non-residential and the third and fourth floors as residential.

Building 7B was approved to be a 3-story building with the first floor as commercial, second floor as non-residential and the third floor as office.

Building 8-the smallest of the three (Jimmy Kacheres property) was approved to be a 3-story building with the first floor as commercial, second floor non-residential and third floor office.

Building 7B and 8 had a similar building program, and building 6 was different as a true mixed-use building. There were building heights established as well as restrictive land uses for the first floor in the PUD agreement at that time, which is the plan that was approved that is still in place for the 3 buildings. It would be safe to assume that these 3 buildings could be subject to change depending on Council's desire, but also depending on development interest and market conditions today; we're 11-12 years out and times have changed.

Phase 3, which is currently under construction, has more office today and less residential units than what was originally contemplated. Staff has identified some statistics for the comparison between phase 3, approved in 2008, versus the current phase 3 plan currently under construction. There's a reduction of 39 residential units, reduction of overall square footage for residential, as well as a reduction of 16,000 sq. ft. in the commercial; that's the fact pattern.

For a number of years the building 6 parcel has been primarily used for parking, it's a pattern that's been established and the community has gotten used to that, even though there is an approved building plan for that property. In 2006-2007 some commitments were made in relation to parking; there are 31 existing surface parking spaces just west of the building 6 lot that have to be maintained as shared parking between building 6 and Blue Goose, regardless of any development that occurs for building 6. There are 19 public parking spaces just north of the building 7B pad, which currently exists, that have to be maintained as public parking spaces. Building 6 plans approved in 2006 contemplated some underground private parking spaces. Ms. Tungare clarified that there is a drive-through at ground level with the building above for access to the parking lot. The city owned parking lot north of 7B has an opportunity to be combined with 7B while maintaining the parking there; there's always an option to build over it, if that's the desire.

Development Costs

Ms. Tungare said the 2006 redevelopment agreement contemplated some developer-assumed cost, such as capped building permit fees, utility connection fees and school and park land cash fees, which were all identified as developer obligations. Something to bear in mind is the impact of the investment that the city has already made in this project by all the new utility work installed along First St. in 2006-2007; the roads were reconstructed and placement of electric transformers. These are probably negotiating tools for the city with any future developer.

Based on experience for phases already constructed and developed, we know there are future costs contemplated with any future phases of development tied to 6,7B and 8; more so tied to building 6. There are environmental cleanup costs, streetscape improvements and KDOT transportation impact fee, which at the time was negotiated and was outlined in the 2006 redevelopment agreement that expired. The costs add up to a range of \$690,000, which are cost obligations associated with future phases of development and the Council needs to decide whether these are developer, city or joint obligations. Building 7B and 8 have no extraordinary costs, there's some streetscape improvements and not really any environmental remediation remaining.

Aldr. Bessner asked if the future costs have affected us at all now. Ms. Tungare said no, and there's no redevelopment agreement in place either, just costs that we know of that will have to be incurred down the road, by someone.

Aldr. Turner said this is just straight almost empty lots with no plan at this point; there's no redevelopment agreement on these anymore. Ms. Tungare said there's no commitment on the city's part except that we own those pieces of property, and that there's a plan that's already approved. For example, if a developer walked through the door tomorrow to build on these lots, they'd have to negotiate a redevelopment agreement with the city, who owns the properties. Mayor Rogina clarified that a developer couldn't just walk in and build something because it's been reapproved, given there is no redevelopment agreement on the table.

Aldr. Lemke said if we have a TIF to do the streets and utilities, wouldn't that recover the city's costs. Mr. Minick said theoretically yes, however, we issued a significant amount of debt related to the initial First St. redevelopment. That was refinanced in 2012-2013 and right now because of the significant delay in getting to phase 3, which was really the meat of the TIF, and due to the finite nature of the TIF clock, we anticipate that the increment will be needed to service the existing bonds. There would be no leftover residual increment to undertake and fund the contemplated improvements. Aldr. Lemke said so the improvements over the original could not automatically come from the TIF. Mr. Minick said that's correct.

RFP Discussion

Mr. Colby said staff is looking for feedback and input on how this request could be structured, he then led a discussion regarding the request for proposals (RFP) which included the following points:

- Scope/area included

Originally the project was contemplated as a unified development where all building would be constructed by 1 developer. These 3 buildings are now separated, and each has pluses and minuses associated with them. Building 6 has always been viewed as the most attractive due to the size and mixed use; buildings 7B and 8 have been viewed as more difficult to make the numbers work in terms of constructing on those lots. The city has the option to allow proposers to submit plans for one of the buildings, or all of the buildings; it could be structured either way. Or we could say we'd only like someone to come in with a plan for all 3 buildings and review those all at the same time.

Aldr. Gaugel said he likes the option piece to be able to bid on one, two or all three of them; it will at least start the conversation and get us the most interest. Aldr. Silkaitis agreed; in a perfect world it'd be great to have one developer do them all, but he doesn't see that happening. He said in looking at building 8 he has no idea what will be done with that, there's not a lot of foot traffic there.

Mr. Koenen said our goal is to develop all 3 lots and he suggested setting up a scenario where that becomes more attractive then to have people pick and choose, and maybe in the evaluative process we give extra credit/bonus points to the party that will do all 3, as opposed to one coming in to only take 1. Aldr. Gaugel said speaking evaluation criteria and responses, if that's the case he completely agrees with that. Mr. Koenen said we need to define that as criteria in the proposal request.

Aldr. Stellato said it looks like there's a burden of roughly \$700,000 in streetscape for First St. and Illinois St. Building 6 is 70,000 sq. ft. at \$10 per sq. ft. spread across that entire building to do all the streetscape; we could share in some of that if somebody wanted to build 6 because it's a public improvement that easy to share, in exchange for them building on 8 and 7B, some type of hybrid negotiation; he's all for that. Aldr. Silkaitis said he agrees, but what if someone comes in and just wants to do 6, do we tell them no they have to do all of them. This is something we have to keep in mind; how bad do we want 6 built, versus the other two, we need flexibility in our process. Mr. Koenen said he likes the idea of flexibility, but yet our goal is to get them all built; if we give extra points for that we may get our cake and eat it too.

Aldr. Payleitner mentioned the Shodeen project and how market doesn't warrant it, and she hopes we'll get protection in this project that we didn't get there. She hopes someone will not come forward and want all 3 but then the "market doesn't warrant it" so then they won't do anything. She hopes there will be some language in there to protect us. Ms. Tungare suggested some drawback provisions in there if we've given them some credit. Mr. Koenen said element B talks about specifics on buildings which could maybe include those protections.

Aldr. Bessner asked if that would also affect design criteria; if all 3 were built by different developers would we lose continuity for the overall aesthetic design. Ms. Tungare said design guidelines would need to establish for that consistency and yes there is a bit of that risk but the guidelines would help. Mr. Colby said there is an existing design guidelines document the city developed before the original project was proposed, so we have a reference.

Aldr. Payleitner said since the original plan came forward, does the parking still look like it would work. Mr. Colby said it's a difficult question to answer; it depends on the use, but the impact of constructing 6 would mean the existing parking, which is now public parking, will go away. It's being replaced by parking under the building which is private to serve the upper floor uses. There's also some shared parking between Blue Goose and building 6, but there is no additional parking planned for building 8 or 7B; there's a possibility that 7B could incorporate some additional parking depending on how the building is designed.

Aldr. Stellato said lot 8 has always been the struggle, but one thought was for it stay an "at grade" parking lot to combine it with 7B to build above it so there's parking under the new building that has now doubled in size. You would not lose any parking for 7B and possibly some of the parking for 6. Building 6 sounds good on paper but where will everyone park; it's a challenge, even if it meets code or works in an SSA, does it work in the real world.

Aldr. Lemke said it's obvious to him that it gives you more parking during construction, so don't build 8 first. His fear is a developer could cherry pick 6 and leave us holding the other 2, so to the extent that you bundle it and 8 becomes a temporary safety belt for parking sounds very doable. Aldr. Silkaitis said his problem with 8 for parking is at certain times you cannot get out of there. Aldr. Stellato said at one time they thought of tying that in with Doc Morgan to have 1 big lot.

Mr. Colby said the parking lot next to 7B and Blue Goose could be integrated into a building in some manner, that doesn't necessarily mean that parking goes away, but there is potential for construction over it. He asked if that was something of interest to offer; it is a city owned property and there is an easement for the parking and if it remains that's fine. If there's an interest to remove it or reconfigure it would require some negotiation with Blue Goose as the other owner. Aldr. Stellato said that's a good compromise. Aldr. Silkaitis said if there's parking for 6 on the first floor he's sure it would be made another story higher. Ms. Tungare said that's another question; is Council open to any deviations because that is another option.

Mr. Colby said another concept would be suggesting changes to the footprint of building 6. Maybe opening up a corner at First St. and Illinois St. to have better views to the Blue Goose. Based on the existing approved plan, if that building were constructed, the view would be entirely obstructed around that corner. This would be an opportunity, if there is some negotiation with the Blue Goose, to offer them an exchange for opening up the view to negotiate some parking arrangements. Additionally there's the opportunity to keep the same amount of building mass, to not scale back the square footage, but putting 6 and 7B in different locations to keep an open space for a public area, rather than just parking.

Aldr. Lemke said to have a smaller 6 would allow the laydown area which would avoid us blocking anymore Illinois St., which we did with Building 2; which would allow for construction areas. The sidewalk on Illinois St. seems awfully long.

Aldr. Stellato asked what happens if we do nothing; how does it hurt or help us with the TIF; what is the financial impact. Mr. Minick said it means a larger subsidy from the general fund.

He mentioned the debt issued for First St. was general obligation debt, but any TIF increment that's generated within the TIF district is pledged to the repayment of the bonds as the first bucket that you draw from. In the event that nothing were to happen we would just need a larger subsidy from the general fund than we would otherwise need with development. How much that is, is tough to say without knowing what would be built there; but based on the prior plans we were still running a fairly decent subsidy over the life of the TIF district to the tune of about \$7million. Aldr. Stellato said we need to do something. Mr. Minick said the quicker the better, the TIF clock is finite.

Aldr. Lemke said for 6 to be started sooner, if a package were to come together that says I'd do the biggest building first, timing is helpful there to get something on the ground sooner as long as we're giving them points, to hopefully come in as a phase 2 or 3 with the other part.

Mr. Koenen said in terms of offering flexibility with building 7B and 6, is the Council willing to allow the developer to be creative about where they put the mass of building on that lot, and maybe an opportunity open to up Illinois and First. Interest in maybe expanding over the existing parking lot on the east side of Blue Goose adding a structure above the parking lot. Mayor Rogina noted that we have not gotten to the issue of height yet.

- Specifics on buildings

Mr. Colby said one option would be to open up the RFP for any proposal to a developer who thinks, based on their understanding of the market, what land uses make sense. We do have the option of suggesting or recommending certain land uses. The number of residential units in phase 3 is quite a bit lower than originally planned with the balance being more heavily toward office uses. The city may want to say we're looking for residential uses in these buildings, or we can leave it open to whatever might be proposed, understanding that there's a PUD on the property identifying what uses are permitted. It would be up to a responder to suggest how they might utilize each individual site.

Mayor Rogina said market conditions are always important but based on what's happening out there now he would like to see more residential; the statistics speak for themselves, and with the underground parking, it makes sense. Aldr. Gaugel said he completely agrees, but with the thought of not restricting the respondents, we should leave it open with the caveat that residential is encouraged.

Aldr. Lemke said let the market decide, there are some buildings that would lend themselves more to office like building 8. Aldr. Silkaitis but with commercial still on the first floor.

Aldr. Gaugel said he could see residential on the upper floors for building 8, it would be similar to the building south of 7b and he thinks the residential works just fine there, it would prime to have upper floors as residential.

Aldr. Vitek said she likes the idea of offering it as a package with some encouragement to develop all 3, and couple that with the option to be creative to have some residential. She would

hate to sell ourselves short to see what we could get by being really focused on residential; but we know as a group we are focused on residential a little bit.

- First floor uses

Mr. Colby said the PUD Ordinance requires first floor uses be limited to a specific list, it's more limited than the Downtown Overlay District. There are certain uses that are allowed without any limitations; those are retail or restaurants. There are limitations on recreation or salon uses where they are limited to 25% of the total square footage accumulatively among all the buildings in the First St. project. These restrictions exist now so any changes being proposed would have to go through the PUD amendment process. He asked if there's an interest in adjusting the first floor uses, or stick to the PUD as it exists today. Aldr. Turner said we should make it more flexible. Aldr. Gaugel agreed. Aldr. Silkaitis said but he doesn't want to go too far to let anything be there, some people are going to stretch it; we need some type of structure.

Mayor Rogina asked how we safeguard ourselves; is there some protective language. Ms. Tungare said that could be addressed through the PUD, she agrees in regard to granting flexibility, but as with any other development we will specify parameters in the PUD, there will need to be some level of specificity to regulate it. She's not concerned about granting that flexibility through the RFP process; she likes the idea of flexibility because we will at least get a sense of what's coming in and what the market is dictating; we can then get a little picky and choosy with it as we take it through the process. Aldr. Lemke said we need to look at the list for the Downtown Overlay to see if there's some things that were logical for inclusion to expand this; maybe there is some opportunity for a drugstore or drugs and notions, beauty supply, maybe even boutique clothing. Aldr. Payleitner said those would all be retail sales.

Aldr. Stellato said that's what the RFP process is about, we're all from here and comfortable with the way things are but a developer is going to come in and look at this town differently, with not as much emotional attachment as we have, and want to move things around; sometimes that's bad and sometimes good and they will open up our eyes. The RFP process will answer a lot of these questions and we'll find out what the market is and what there's a demand for; fresh eyes are never bad, we can always say no.

- Height/number of floors, building size

Mr. Colby referred to the existing PUD; the downtown CBD zoning district allows up to 50ft. height and 40,000 sq. ft. in one building; when the project was approved there were PUD deviations approved specifically for building 6 for 70,000 sq. ft. and 55 ft. height, which are in excess of the requirements. He asked if we should suggest that proposals stay within the boundaries previously approved for all 3 buildings, or do we specify something else, or are we open to considering proposals where they may be deviating from the requirements on all of the buildings. Do we want to restrict the overall size of the buildings.

Aldr. Bessner asked if 55ft. is the threshold. Mr. Colby said yes for building 6 which is 5ft. above the 50ft. standard. Aldr. Bessner asked the height for Milestone Row townhomes. Mr. Colby said he believes those are taller than 55ft. and 4 stories, Hotel Baker is taller with 5+

stories. Ms. Tungare said there was a deliberate attempt to cap the height limits for this project to be lower than Hotel Baker; the maximum height allowed for this entire project (not any of these buildings) was 74-75ft. Carroll Towers is about the same height as Baker Hotel. Mr. Koenen suggested a mark for building example height. Aldr. Bessner suggested the Milestone building. Aldr. Gaugel agreed; as a starting point to commensurate with what's in the area, however the ALE and Sterling Bank building are definitely taller, he suggested using the townhomes at Milestone Row as a gauge. If somebody wants to propose something larger, we can always consider it. Mayor Rogina said in using that gauge, how many floors would that give us for building 6. Mr. Colby said it would depend on the uses, but with commercial on the first and residential up, it would be 4-5 stories. Mr. Koenen asked which is more important, height or number of stories. Aldr. Gaugel said height. Mayor Rogina noted the consensus that he didn't hear any major objections for the townhomes to be a gauge in that area. Council agreed.

Aldr. Payleitner asked where the concern came from for the visibility of Blue Goose. Mr. Colby there was not a specific concern, just a sense that because the building 6 site has been in that condition and everyone is used to being able to see the building, this would be a significant change and there may be ways to address that through design to have less of an impact.

- Costs

Mr. Colby asked if we want the RFP left open ended where we're not suggesting any kind of financial arrangement of who's paying for what, or do we want to structure it, defining what the city is willing to pay for and what we are looking for a developer to pay for. We have the ability to leave it open ended or set very specific parameters to know what all of the future costs will be, as well as an understanding of the improvements the city has already invested in.

Mr. Colby said there is contaminated soil on lot 6 and the reason for the cost associated with it is because if there will be parking underneath the building the soil will have to be excavated and removed, which has costs associated with disposing of it. If there's no basement level on building 6 it would be possible to be encapsulated by the building, but then we don't have the parking that had been contemplated.

Mr. Koenen suggested sliding the building south on First St. to leave the corner open, that's where we understand more of the environmental condition exists and maybe we have less of an expense. Aldr. Lemke said street level parking might even allow a building over open street level parking; we have that with Wok n Fire. Aldr. Silkaitis said a 1/3 of that lot backed off we could still provide underground parking, if that's what we agree to.

Mr. Colby said one concept would be for the city to provide the property to a developer for a minimal cost, and have the developer take on the responsibility to complete all of the improvements that the city had been contemplating with completion of the project. From our standpoint it's the simplest way to handle it; it takes the responsibility off the city to manage it. Aldr. Stellato said we've had RFP's to just throw out a number, and also very specific dollar amount RFP's, and he feels throwing in the property for phase 3 will get us more attention, drawings and more serious people. Mr. Koenen said administratively it's a lot more efficient than us trying to insert ourselves into the developer process and coordinate it all the way through.

Aldr. Stellato said if we decide to set a dollar amount he believes we would need an appraisal, and he doesn't think we want to spend the money on that.

Aldr. Gaugel asked how you get that in an RFP and how do you come up with the minimal costs. Aldr. Stellato said we have a little bit of a minimal cost now saying there's a burden on the property today and for the right development the city may consider offering a property for a nominal fee.

Mr. Colby asked if other incentives should be taken off the table, developers will be aware that it's in the TIF district and they may request other types of incentives as part of the proposals. He asked if we want to be open to that. Aldr. Silkaitis said if we're going to give them the property why do we have to give them anything else. Aldr. Bancroft said if we were giving them the police station on the river he would think about it, we're not giving diamonds here. We want this developed, this is pedestrian property and whatever we can provide, we should to get it developed; if it's something were excited about. Aldr. Silkaitis said he's not slamming the door on it, but he wants to be very careful with this. Ms. Tungare said maybe other incentives could be tied to whether they come in as a package for 7B and 8. Council agreed. Aldr. Stellato said if they decided to build 6, just having those lots available to have the temporary parking and staging helps a lot.

Ms. Tungare clarified on the consensus heard from Council regarding the cost; if we gave the property to a developer for a minimal cost it's likely we will get more interest, and the interest is in having the developer cover all of the other site costs and obligations. Mayor Rogina said he senses that's the prevailing theory.

- Review of the responses

Mr. Colby said should the Council be providing review criteria in the RFP, examples include: Construction value to the TIF district, conformance with Design Guidelines, need for further PUD variations, how parking is accommodated, project timeline, developer's track record of similar projects, etc. We could decide which are most important and if this advances forward we would have a draft of an RFP seeking the Committee's input. Aldr. Lemke suggested that instead of having a straight point value for each of those, that some of them be 60 points, some 20 points, there doesn't need to be 100, maybe come up with a maximum of 400 points. Aldr. Gaugel said in his experience with RFP's, he's used descending order of importance to not use points, values or percentages, but just our top drivers in descending order. Aldr. Lemke said we might have it in the back of our mind what points to assign, but we don't have to say it.

Mr. Colby said we need to identify how we will go about reviewing these responses to come up with a short list. This is something that based on the criteria staff could do if the criteria are extensive enough to review what's been submitted and reach those conclusions. The other alternative would be to set up a smaller group or committee to review the proposals to decide which ones will go on the short list. Aldr. Bancroft said it feels like a staff job to him. Council agreed. Aldr. Stellato said if there's a few that are close they can be presented to the Planning & Development Committee. Aldr. Bancroft asked how you send an RFP out. Mr. Colby said we will promote it anyway we can and sending it to any contacts we have; we've had a lot of inquiries from developers over the years. Mr. Koenen said we would go in front of P&D Committee with draft materials, then to Council to get some fanfare out of it. We also have The

Den, the newsletter, APA, ICSC contacts, city website, press releases, local contacts, etc. Aldr. Turner suggested real estate magazines, a trade publication. Aldr. Payleitner said she is thrilled that we're so optimistic here because we had no inquiries for the other part of this project beside the one that's currently happening. Mr. Koenen said a conversation was had earlier and we acknowledge that these are not the primary elements, "the diamonds" of the site, but we'll be pleased to get 2 or 3. Ms. Tungare said we definitely have more to show now than we did 2-3 years ago with the ongoing construction; we're feeling a little more hopeful.

5. **EXECUTIVE SESSION-None.**
6. **ADDITIONAL ITEMS FROM MAYOR, COUNCIL, STAFF OR CITIZENS-None.**
7. **ADJOURNMENT- Aldr. Bessner made a motion to adjourn at 6:50pm. Seconded by Aldr. Silkaitis. Approved unanimously by voice vote. Motion Carried. 10-0**

**MINUTES FOR THE MEETING OF THE ST. CHARLES CITY COUNCIL
MONDAY JANUARY 22, 2018 – 7:00 P.M.
CITY COUNCIL CHAMBER, CITY OF ST. CHARLES
2 E. MAIN STREET, ST. CHARLES, IL 60174
CITY COUNCIL CHAMBERS**

1. Call to Order - Mayor Rogina at 7:05 pm

Mayor Rogina: Before we do the roll call, I'd like to ask the council if there is any objection to having Ald. Lewis participate via telephone due to illness. Any Objections?

Council Present: No objections were stated.

Mayor Rogina: City Clerk Amenta, please call the roll

2. Roll Call

Present –Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
Absent - Stellato, Bancroft, Gaugel, Vitek

Mayor Rogina: Now, as a learning point here, someone might ask, “can you do business?” (With 6 members present). Quorum, on the city council, is 6. Majority of quorum, that is what is needed to conduct business, is 4. So, you can see we are well ‘manned and womanned’...

Ald. Payleitner: Thank you your Honor!

Mayor Rogina: You're welcome! ...for the occasion. Maureen (Lewis), how are you doing?

Ald. Lewis: We'll, I'm getting better every week and getting stronger by the day. I'm grateful that I'm able to participate in this meeting tonight. This hip surgery, I was led to believe it would be a piece of cake, but it is a little harder than that but, I will be back in person in a few weeks!

Mayor Rogina: And a large crowd heard every word you just said, and with that, Ald. Payleitner, the Invocation please. Please rise.

3. Invocation by Ald. Payleitner

4. Pledge of Allegiance.

- Presentation of the Colors from Boy Scout Troop 113

5. Presentations

- Proclamation to Declare February 11 –February 17, 2018 as Random Acts of Kindness and Random Act Matter Week in the City of St. Charles.
- Presentation of the 2017 Downtown St. Charles Partnership Electric Parade Winners:

Best of Show

PWNAGE Youth Robotics & Stem Education Foundation

Non-Profit

- 1st Place – St. Charles Fire Department
- 2nd Place – Kane County Mounted Rangers
- 3rd Place – Lazarus House

Business

- 1st Place – Jeans and a Cute Top Shop
- 2nd Place – Garage 31
- 3rd Place – Graham’s Fine Chocolates & Ice Cream

Children’s

- 1st Place – PWNAGE Youth Robotics & Stem Education Foundation
- 2nd Place – Cub Scout Pack 146 – Lily Lake
- 3rd Place – Dance Arts Center of St. Charles

- 6. 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.

Ald. Turner: I’d like to make a motion to approve the Omnibus Vote.

Ald. Lemke: Seconded

Ald. Bessner: I would like to ask that item C-1 under Planning and Development be removed from the Omnibus Vote this evening.

Mayor Rogina: Alright, so the request has been made and will be granted that C-1, under the Omnibus Vote is being taken off and considered individually and with that, any further conversation on the Omnibus Vote as amended? Chuck, please call the roll.

- *7.** Motion by Ald. Turner and seconded by Ald. Lemke to accept and place on file minutes of the regular City Council meeting held January 8, 2018.

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *8.** Motion by Ald. Turner and seconded by Ald. Lemke to accept and place on file the Treasurer’s Report for period ending December 31, 2017.

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *9. Motion by Ald. Turner and seconded by Ald. Lemke to approve and authorize issuance of vouchers from the Expenditure Approval List for the period of 12/18/2017 – 12/31/2017 the amount of \$2,295,603.04.

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

I. New Business

- A. Recommendation by Mayor Rogina to appoint Steve Spurling to the Corridor Improvement Commission with a term expiration of April 30, 2019, Motion by Ald. Silkaitis and seconded by Ald. Payleitner.

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

II. Committee Reports

A. Government Operations

- *1. Motion by Ald. Turner and seconded by Ald. Lemke to approve **Ordinance** 2018-M-3 Amending Title 1 “General Provisions,” Chapter 1.28 “Wards,” Section 1.28.010, “Generally”, Section 1.28.020, “First Ward Established”, Section 1.28.030, “Second Ward Established”, Section 1.28.040, “Third Ward Established”, Section 1.28.050, “Fourth Ward Established”, and Section 1.28.060, “Fifth Ward Established” of the St. Charles Municipal Code.

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *2. Motion by Ald. Turner and seconded by Ald. Lemke to approve **Resolution** 2018-2 and Amplification Equipment for the 2018 St. Patrick’s Day Parade.

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *3. Motion by Ald. Turner and seconded by Ald. Lemke to approve **Resolution** 2018-3 Abating a Portion of the 2017 Property Tax Heretofore Levied for the City of St. Charles.

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *4. Motion by Ald. Turner and seconded by Ald. Lemke to authorize staff to award MCC Innovations (MCCi) and annual contract for Laserfiche support and maintenance for \$26,748.

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

B. Government Services

None

C. Planning and Development

Ald. Bessner: I'd like to make a Motion to postpone the vote to approve an **Ordinance** Amending Title 16, "Subdivisions and Land Improvement", Chapter 16.02 "General Provisions" and Chapter 16.10 "Dedications" of the St. Charles Municipal Code (School and Park Dedications) due to the fact that a lot of input was given by the committee members and council members that are not here tonight. I think this would give them the opportunity to speak further on this item.

Ald. Silkaitis: Seconded

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *2. Motion by Ald. Turner and seconded by Ald. Lemke to accept and place on file Plan Commission Resolution 1-2018 A Resolution Recommending Approval of a Final Plat of Subdivision for Prairie Centre PUD (Shodeen Group, LLC).

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *3. Motion to by Ald. Turner and seconded by Ald. Lemke approve **Ordinance** 2018-Z-1 Granting Approval of a Final Plat of Subdivision for St. Charles Prairie Centre.

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *4. Motion by Ald. Turner and seconded by Ald. Lemke to approve **Resolution** 2018-4 Approving a Proposal and Changes Orders No. 1 and No. 2 for Professional Engineering Services from WBK Engineering for Prairie Centre Final Engineering Review in an amount not to exceed \$44,950.

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *5. Motion by Ald. Turner and seconded by Ald. Lemke to accept a Historic Preservation Commission Resolution 10-2017 A Resolution recommending approval for Landmark Designation (411 Prairie St. – John Stone House).

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *6. Motion by Ald. Turner and seconded by Ald. Lemke to approve **Ordinance** 2018-Z-2 Designating Certain Property as a Historic Landmark (411 Prairie St. - John Stone House).

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *7. Motion by Ald. Turner and seconded by Ald. Lemke to accept and place on file Corridor Improvement Commission Resolution No. 1-2018 A Resolution Recommending Approval of Amendments to Title 12 of the St. Charles Municipal Code Entitled “Streets, Sidewalks, Public Places, and Special Events” Chapter 12.40 “Corridor Improvement Program” (Corridor Improvement Program - City-Owned Property Improvement Projects).

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *8. Motion by Ald. Turner and seconded by Ald. Lemke to approve **Ordinance** 2018-M-4 Amending Title 12 of the St. Charles Municipal Code Entitled “Streets, Sidewalks, Public Places, and Special Events” Chapter 12.40 “Corridor Improvement Program” (Corridor Improvement Program - City-Owned Property Improvement Projects).

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *9. Motion by Ald. Turner and seconded by Ald. Lemke to accept and place on file Plan Commission Resolution 21-2017 A Resolution Recommending Approval of a Final Plat of Subdivision for Valley Shopping Center Resubdivision (Plank Road, LLC).

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

- *10. Motion by Ald. Turner and seconded by Ald. Lemke to approve **Ordinance** 2018-Z-3 Granting Approval of a Plat of Easement Abrogation and Final Plat of Subdivision for Valley Shopping Center Re-subdivision.

ROLL CALL VOTE: AYE: Silkaitis, Payleitner, Lemke, Turner, Bessner, Lewis (via telephone)
NAY: 0
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

D. Executive Session

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- 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)

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

Mayor Rogina: I'm going to say this for the next three meeting, until we get to it; we're talking about shopping local and giving back. The restaurant week is still over a month away, February 26th – March 2nd, circle it on your calendar because we are a great restaurant town. We'll have 5 different nights, 5 different choices for discounts and always a highlight and I'll keep reminding you on that.

- 11. Adjournment** – Motion by Ald. Bessner and seconded by Ald. Turner at 7:32 pm

VOICE VOTE: AYE - UNANIMOUS
ABSENT: Stellato, Bancroft, Gaugel, Vitek MOTION CARRIED

Charles Amenta, City Clerk

CERTIFIED TO BE A TRUE COPY OF ORIGINAL

Charles Amenta, City Clerk

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. 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).

1/19/2018

**CITY OF ST CHARLES
COMPANY 1000
EXPENDITURE APPROVAL LIST**

1/1/2018 - 1/14/2018

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
110	ABT ELECTRONICS INC		1,929.00	01/01/2018	17-19	GAS GRILL FS#3
	ABT ELECTRONICS INC Total		<u>1,929.00</u>			
138	AFFORDABLE OFFICE INTERIORS					
		94312	920.00	01/11/2018	65230	SVCS IN FINANCE OFFICE
		94568	440.00	01/11/2018	65231	SVCS IN BCE
	AFFORDABLE OFFICE INTERIORS Total		<u>1,360.00</u>			
139	AFLAC					
			24.92	01/05/2018	ACAN180105150925IS	AFLAC Cancer Insurance
			65.94	01/05/2018	ACAN180105150925PI	AFLAC Cancer Insurance
			97.37	01/05/2018	ACAN180105150925PV	AFLAC Cancer Insurance
			25.20	01/05/2018	ADIS180105150925FD	AFLAC Disability and STD
			26.21	01/05/2018	ADIS180105150925FN	AFLAC Disability and STD
			105.40	01/05/2018	ADIS180105150925PD	AFLAC Disability and STD
			20.08	01/05/2018	ADIS180105150925PV	AFLAC Disability and STD
			8.10	01/05/2018	AHIC180105150925FD	AFLAC Hospital Intensive Care
			8.10	01/05/2018	AHIC180105150925PD	AFLAC Hospital Intensive Care
			33.84	01/05/2018	AHIC180105150925PV	AFLAC Hospital Intensive Care
			57.23	01/05/2018	APAC180105150925FI	AFLAC Personal Accident
			16.32	01/05/2018	APAC180105150925FN	AFLAC Personal Accident
			47.30	01/05/2018	APAC180105150925PI	AFLAC Personal Accident
			13.38	01/05/2018	APAC180105150925PV	AFLAC Personal Accident
			13.57	01/05/2018	ASPE180105150925FI	AFLAC Specified Event (PRP)
			17.04	01/05/2018	ASPE180105150925PV	AFLAC Specified Event (PRP)
			42.48	01/05/2018	AVOL180105150925FI	AFLAC Voluntary Indemnity
			123.02	01/05/2018	AVOL180105150925PI	AFLAC Voluntary Indemnity
			21.46	01/05/2018	AVOL180105150925PV	AFLAC Voluntary Indemnity
	AFLAC Total		<u>766.96</u>			
145	AIR ONE EQUIPMENT INC					
		94244	432.00	01/11/2018	128609	ADAPTER/BRACKET
			2,147.50	01/01/2018	128963	LED FLASHLIGHTS

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	AIR ONE EQUIPMENT INC Total		<u>2,579.50</u>			
161	ARMY TRAIL TIRE & SERVICE	94734	675.28	01/04/2018	336132	INVENTORY ITEMS
	ARMY TRAIL TIRE & SERVICE Total		<u>675.28</u>			
221	ANDERSON PEST CONTROL		571.66	01/01/2018	4586883	MONTHLY BILLING
	ANDERSON PEST CONTROL Total		<u>571.66</u>			
254	ARISTA INFORMATION SYSTEMS INC	91975	5,216.13	01/04/2018	1330201712	MONTHLY POSTAGE - UB
		91975	1,908.56	01/04/2018	24519	MONTHLY PRINT SVC - UB
	ARISTA INFORMATION SYSTEMS INC Total		<u>7,124.69</u>			
272	ASK ENTERPRISES & SON INC	94800	78.80	01/04/2018	23455	INVENTORY ITEMS
		94799	454.80	01/11/2018	23447	INVENTORY ITEMS
	ASK ENTERPRISES & SON INC Total		<u>533.60</u>			
282	ASSOCIATED TECHNICAL SERV LTD	92477	763.00	01/11/2018	29519	EMERGENCY LEAK SERVICES
		94208	700.00	01/04/2018	29385	INSTRUCTIONAL UTILITY CLAS
		95076	700.00	01/04/2018	29385A	INSTRUCTIONAL UTILITY CLAS
	ASSOCIATED TECHNICAL SERV LTD Total		<u>2,163.00</u>			
285	AT&T		1,952.40	01/04/2018	8602849305	MONTHLY BILLING
	AT&T Total		<u>1,952.40</u>			
289	D&A POWERTRAIN COMPONENTS INC	94744	1,928.72	01/04/2018	061380	V#1797 RO#59556
	D&A POWERTRAIN COMPONENTS INC Total		<u>1,928.72</u>			
298	AWARDS CONCEPTS	91591	184.92	01/04/2018	I0471650	AWARDS DAVE KETELSEN
		91591	380.34	01/04/2018	I0472117	AWARDS RANDY SCOTT
		91591	445.33	01/04/2018	I0472118	AWARDS DAVE EVANS
	AWARDS CONCEPTS Total		<u>1,010.59</u>			
323	BATTERIES PLUS					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		94724	9.99	01/04/2018	280-104458-01	INVENTORY ITEMS
	BATTERIES PLUS Total		9.99			
324	ERIC BAUWENS		30.00	01/11/2018	012318	PER DIEM 1-23 THRU 1-24-18
	ERIC BAUWENS Total		30.00			
358	BIO TRON INC	94996	500.00	01/04/2018	37713	PREVENTATIVE MAINTENANCE
	BIO TRON INC Total		500.00			
364	STATE STREET COLLISION	94751	1,446.82	01/11/2018	6284	2017 F450 DOOR
	STATE STREET COLLISION Total		1,446.82			
369	BLUE GOOSE SUPER MARKET INC	91526	36.80	01/11/2018	0062872	FGM MEETING
		91526	15.46	01/04/2018	00415171	DETECTIVE MEETING
	BLUE GOOSE SUPER MARKET INC Total		52.26			
372	BLUFF CITY MATERIALS	91664	987.00	01/11/2018	181748	DUMPING CHARGES
	BLUFF CITY MATERIALS Total		987.00			
382	BOUND TREE MEDICAL LLC	94811	158.20	01/11/2018	82720586	INVENTORY ITEMS
	BOUND TREE MEDICAL LLC Total		158.20			
391	BREATHING AIR SYSTEMS DIVISON	94907	1,142.35	01/04/2018	1061186-IN	SERVICE CALL FIRE DEPT
	BREATHING AIR SYSTEMS DIVISON Total		1,142.35			
395	BRIDGEWELL RESOURCES LLC	94259	10,750.00	01/04/2018	0232518401	INVENTORY ITEMS
	BRIDGEWELL RESOURCES LLC Total		10,750.00			
464	TREDROC TIRE SERVICES CBA TIRE	94662	329.95	01/04/2018	7420012242	REPAIR FORKLIFT FLAT
	TREDROC TIRE SERVICES CBA TIRE Total		329.95			
471	MIKE CEDERGREN					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			107.81	01/11/2018	112817-REVISED	SAFETY BOOTS AMAZON 11/23
	MIKE CEDERGREN Total		107.81			
473	AT&T MOBILITY		64.00	01/04/2018	287258511326X01012C	DEC/JAN MONTHLY BILLING
	AT&T MOBILITY Total		64.00			
476	ANTHONY CENTIMANO		300.00	01/05/2018	17-22	REIMB - 2RTIC COOLERS
	ANTHONY CENTIMANO Total		300.00			
480	CERTIFIED AUTO REPAIR INC					
		91542	185.00	01/11/2018	155222	TOWING - PD ON 11-16-17
		91542	50.00	01/11/2018	156035	TOWING - PD ON 12-22-17
	CERTIFIED AUTO REPAIR INC Total		235.00			
517	CINTAS CORPORATION					
		91640	112.98	01/04/2018	344671441	FLEET UNIFORM SVC
	CINTAS CORPORATION Total		112.98			
518	CLERK OF THE 18TH					
			575.00	01/11/2018	334995	BAIL BOND - 16TR77616
			375.00	01/11/2018	334996	BAIL BOND - 17TR53167
	CLERK OF THE 18TH Total		950.00			
564	COMCAST OF CHICAGO INC					
			33.65	01/11/2018	122717PW	MONTHLY BILLING 1/7/18-2/6/18
			149.85	01/04/2018	122117OFC	MONTHLY BILLING THRU 01/27/18
			13.93	01/04/2018	122517CH	MONTHLY BILLING CITY HALL
			56.98	01/04/2018	122517FD	MONTHLY BILLING THRU 2/6/18
	COMCAST OF CHICAGO INC Total		254.41			
608	SCOTT CORYELL					
			12.00	01/04/2018	122717	PER DIEM HONOR GUARD 1/8/18
	SCOTT CORYELL Total		12.00			
633	LAWSON PRODUCTS INC					
		94258	44.76	01/11/2018	9305399928	FLEET DEPT SUPPLIES
	LAWSON PRODUCTS INC Total		44.76			
642	CUSTOM WELDING & FAB INC					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		94590	988.60	01/11/2018	170259	FABRICATE FLOOR GRATES
	CUSTOM WELDING & FAB INC Total		988.60			
646	PADDOCK PUBLICATIONS INC					
			89.70	01/04/2018	T4489446	LEGAL NOTICE OF PUBLICATIC
	PADDOCK PUBLICATIONS INC Total		89.70			
699	THOMAS DIEHL					
			212.44	01/11/2018	010918	(5) JEANS KOHLS 12/23/17
	THOMAS DIEHL Total		212.44			
716	DIXON ENGINEERING INC					
		92195	4,530.00	01/04/2018	17-3139	CONCRETE RESERVOIR WELL
	DIXON ENGINEERING INC Total		4,530.00			
725	DON MCCUE CHEVROLET					
		94892	33.18	01/11/2018	403038	SENSOR
		94897	258.91	01/11/2018	403046	RO 59579 VEH 1895
	DON MCCUE CHEVROLET Total		292.09			
767	EAGLE ENGRAVING INC					
		91530	174.10	01/11/2018	2017-4491	BADGES/HOLDER
		91849	74.45	01/11/2018	2017-4506	BADGES
	EAGLE ENGRAVING INC Total		248.55			
789	ANIXTER INC					
		93664	859.60	01/11/2018	3730165-01	INVENTORY ITEMS
		94846	742.50	01/08/2018	3769586-00	INVENTORY ITEMS
		93331	4,899.00	01/08/2018	3699735-00	INVENTORY ITEMS
	ANIXTER INC Total		6,501.10			
790	ELGIN PAPER CO					
		94602	133.97	01/04/2018	599509	INVENTORY ITEMS
	ELGIN PAPER CO Total		133.97			
826	BORDER STATES					
		93153	12,765.00	01/11/2018	914375253	INVENTORY ITEMS
		93153	12,765.00	01/11/2018	914402611	INVENTORY ITEMS
		94592	85.33	01/11/2018	914402613	INVENTORY ITEMS
		94792	542.08	01/11/2018	914430619	INVENTORY ITEMS

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	BORDER STATES Total		<u>26,157.41</u>			
858	FEDERAL EXPRESS CORP		30.75	01/04/2018	6-038-55018	EXPRESS SHIPPING CITY ADMI
	FEDERAL EXPRESS CORP Total		<u>30.75</u>			
859	FEECE OIL CO	94812	936.10	01/11/2018	1711524	FUEL
	FEECE OIL CO Total		<u>936.10</u>			
870	FIRE PENSION FUND		441.03	01/05/2018	FP1%180105150925FL	Fire Pension 1% Fee
			2,994.28	01/05/2018	FRP2180105150925FC	Fire Pension Tier 2
			16,812.15	01/05/2018	FRPN180105150925FL	Fire Pension
	FIRE PENSION FUND Total		<u>20,247.46</u>			
876	FIRST ENVIRONMENTAL LAB INC	91681	130.50	01/04/2018	138344	LAB DEPT SUPPLIES
		91681	2,353.50	01/04/2018	138345	LAB DEPT SUPPLIES
		91681	54.00	01/04/2018	138352	LAB DEPT SUPPLIES
	FIRST ENVIRONMENTAL LAB INC Total		<u>2,538.00</u>			
891	FLEET SAFETY SUPPLY	91642	142.98	01/04/2018	69432	FLEET DEPT PARTS
	FLEET SAFETY SUPPLY Total		<u>142.98</u>			
906	FORESTRY SUPPLIERS INC	94344	1,283.35	01/04/2018	282133-00	MAGNETIC LOCATORS
		94209	117.38	01/11/2018	287949-00	INVENTORY ITEMS
	FORESTRY SUPPLIERS INC Total		<u>1,400.73</u>			
916	FOX VALLEY FIRE & SAFETY INC	91781	114.00	01/04/2018	IN00137761	QTR FIRE ALARM CITY HALL
		91781	114.00	01/04/2018	IN00137762	QTR FIRE ALARM WW TREATM
		91781	114.00	01/04/2018	IN00137763	QTR FIRE ALARM PW GARAGE
	FOX VALLEY FIRE & SAFETY INC Total		<u>342.00</u>			
920	FOX VALLEY POLICE YOUTH		20.00	01/11/2018	010418	2018 MEMBERSHIP SRO MCCO
	FOX VALLEY POLICE YOUTH Total		<u>20.00</u>			

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
928	FRANKS EMPLOYMENT INC					
		93030	397.50	01/04/2018	88113	SVCS 12-12 THRU 12-14-17
	FRANKS EMPLOYMENT INC Total		397.50			
942	RAINIER GALLIANO					
			41.00	01/04/2018	122717	EMS LICENSE RENEWAL
	RAINIER GALLIANO Total		41.00			
989	GORDON FLESCH CO INC					
			76.07	01/04/2018	IN12120190	SVC 11-10 THRU 12-10-17
			76.03	01/04/2018	IN12121106	SVC 11-11 THRU 12-11-17
	GORDON FLESCH CO INC Total		152.10			
991	ILLINOIS GFOA					
			70.00	01/04/2018	20180202	2/2/18 HERR/GHIOTTO EVENT
	ILLINOIS GFOA Total		70.00			
1006	ST CHARLES CONVENTION					
		92561	43,875.00	01/04/2018	VCCRGRE-1117	NOVEMBER HOTEL TAX
	ST CHARLES CONVENTION Total		43,875.00			
1012	MICHAEL GRIESBAUM					
		95124	3,126.24	01/05/2018	010418	REIMBURSEMENT TUITION
	MICHAEL GRIESBAUM Total		3,126.24			
1036	HARRIS BANK NA					
			1,480.00	01/05/2018	UNF 180105150925FD	Union Dues - IAFF
	HARRIS BANK NA Total		1,480.00			
1074	HERCULES INDUSTRIES INC					
		94406	682.36	01/11/2018	101013	INVENTORY ITEMS
	HERCULES INDUSTRIES INC Total		682.36			
1089	ARENDS HOGAN WALKER LLC					
		94668	605.34	01/04/2018	1593861	DRIVE SHAFT
	ARENDS HOGAN WALKER LLC Total		605.34			
1106	CAPITAL ONE NATIONAL ASSOC					
		95128	138.86	01/11/2018	800300009282	ORIENTATION/STAPLER
		95208	34.97	01/11/2018	800800011980	REFRESHMENTS - FD

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	CAPITAL ONE NATIONAL ASSOC Total		<u>173.83</u>			
1130	IL ASSOC OF PROPERTY AND		35.00	01/04/2018	122817	2018 MEMBERSHIP SULLIVAN
	IL ASSOC OF PROPERTY AND Total		<u>35.00</u>			
1133	IBEW LOCAL 196		150.50	01/05/2018	UNE 180105150925PV	Union Due - IBEW
			600.91	01/05/2018	UNEW180105150925P	Union Due - IBEW - percent
	IBEW LOCAL 196 Total		<u>751.41</u>			
1136	ICMA RETIREMENT CORP		214.89	01/05/2018	C401180105150925CA	401A Savings Plan Company
			446.17	01/05/2018	C401180105150925CD	401A Savings Plan Company
			371.94	01/05/2018	C401180105150925FD	401A Savings Plan Company
			531.85	01/05/2018	C401180105150925FN	401A Savings Plan Company
			231.99	01/05/2018	C401180105150925HR	401A Savings Plan Company
			329.21	01/05/2018	C401180105150925IS	401A Savings Plan Company
			592.94	01/05/2018	C401180105150925PD	401A Savings Plan Company
			836.98	01/05/2018	C401180105150925PV	401A Savings Plan Company
			200.32	01/05/2018	E401180105150925CA	401A Savings Plan Employee
			466.14	01/05/2018	E401180105150925CD	401A Savings Plan Employee
			371.94	01/05/2018	E401180105150925FD	401A Savings Plan Employee
			531.85	01/05/2018	E401180105150925FN	401A Savings Plan Employee
			231.99	01/05/2018	E401180105150925HR	401A Savings Plan Employee
			329.21	01/05/2018	E401180105150925IS	401A Savings Plan Employee
			592.94	01/05/2018	E401180105150925PD	401A Savings Plan Employee
			831.58	01/05/2018	E401180105150925PV	401A Savings Plan Employee
			942.31	01/05/2018	ICMA180105150925CA	ICMA Deductions - Dollar Amt
			2,045.00	01/05/2018	ICMA180105150925CC	ICMA Deductions - Dollar Amt
			1,496.91	01/05/2018	ICMA180105150925FD	ICMA Deductions - Dollar Amt
			1,022.30	01/05/2018	ICMA180105150925FN	ICMA Deductions - Dollar Amt
			480.00	01/05/2018	ICMA180105150925HF	ICMA Deductions - Dollar Amt
			875.00	01/05/2018	ICMA180105150925IS	ICMA Deductions - Dollar Amt
			8,679.34	01/05/2018	ICMA180105150925PC	ICMA Deductions - Dollar Amt
			5,810.07	01/05/2018	ICMA180105150925PV	ICMA Deductions - Dollar Amt
			54.35	01/05/2018	ICMP180105150925CA	ICMA Deductions - Percent
			808.55	01/05/2018	ICMP180105150925CC	ICMA Deductions - Percent
			3,150.73	01/05/2018	ICMP180105150925FD	ICMA Deductions - Percent
			1,461.44	01/05/2018	ICMP180105150925FN	ICMA Deductions - Percent

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			395.77	01/05/2018	ICMP180105150925HF	ICMA Deductions - Percent
			1,073.14	01/05/2018	ICMP180105150925IS	ICMA Deductions - Percent
			1,211.32	01/05/2018	ICMP180105150925PC	ICMA Deductions - Percent
			995.63	01/05/2018	ICMP180105150925PV	ICMA Deductions - Percent
			25.00	01/05/2018	ROTH180105150925FI	Roth IRA Deduction
			125.00	01/05/2018	ROTH180105150925FI	Roth IRA Deduction
			292.30	01/05/2018	ROTH180105150925HI	Roth IRA Deduction
			266.50	01/05/2018	ROTH180105150925IS	Roth IRA Deduction
			1,293.03	01/05/2018	ROTH180105150925PI	Roth IRA Deduction
			245.00	01/05/2018	ROTH180105150925PI	Roth IRA Deduction
			115.00	01/05/2018	RTHA180105150925CI	Roth 457 - Dollar Amount
			101.00	01/05/2018	RTHA180105150925FI	Roth 457 - Dollar Amount
			35.00	01/05/2018	RTHA180105150925HF	Roth 457 - Dollar Amount
			25.00	01/05/2018	RTHA180105150925IS	Roth 457 - Dollar Amount
			150.00	01/05/2018	RTHA180105150925PI	Roth 457 - Dollar Amount
			771.53	01/05/2018	RTHA180105150925PI	Roth 457 - Dollar Amount
			240.42	01/05/2018	RTHP180105150925FI	Roth 457 - Percent
			214.63	01/05/2018	RTHP180105150925PI	Roth 457 - Percent
			404.88	01/05/2018	010518	PLAN 109830 ICMA
	ICMA RETIREMENT CORP Total		41,918.09			
1149	ILLINOIS ENVIRONMENTAL		96,185.02	01/03/2018	L175285-5	DEBT SVC PROJ#L17-5285
	ILLINOIS ENVIRONMENTAL Total		96,185.02			
1179	ILLINOIS ASSOC CHIEF OF POLICE		95.00	01/04/2018	010218	2018 DUES DEPUTY CHIEF MAI
	ILLINOIS ASSOC CHIEF OF POLICE Total		95.00			
1189	ILLINOIS STATE POLICE		1,280.00	01/04/2018	16-26974	CASE #16-26974
	ILLINOIS STATE POLICE Total		1,280.00			
1194	ISAWWA		60.00	01/04/2018	010318	MATH CLASS C/D DAN MORMIN
	ISAWWA Total		60.00			
1215	ILLINOIS MUNICIPAL UTILITIES	94966	75.00	01/04/2018	010118	IMUA SCHOLARSHIP FUND
		95090	375.00	01/04/2018	LR-18-001	APPA RALLY TOM BRUHL

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	ILLINOIS MUNICIPAL UTILITIES Total		<u>450.00</u>			
1216	INDUSTRIAL SYSTEMS LTD	94700	6,765.00	01/04/2018	21027	ANIT ICING SUPPLIES
	INDUSTRIAL SYSTEMS LTD Total		<u>6,765.00</u>			
1223	INITIAL IMPRESSIONS EMBROIDERY	91497	10.80	01/04/2018	10219	EMBROIDERY CHARGES
		91497	63.30	01/04/2018	10220	EMBROIDERY CHARGES
		91497	14.85	01/04/2018	10858	MISC EMBROIDERY
	INITIAL IMPRESSIONS EMBROIDERY Total		<u>88.95</u>			
1225	INSIGHT PUBLIC SECTOR	93786	104.84	01/04/2018	1100571556	EARPHONES
		94580	517.35	01/04/2018	1100571558	AUTOCAD SUBSCRIPTION
		94466	186.24	01/04/2018	1100571559	8 GB MARKET
		94691	10.84	01/04/2018	1100572399	SERIAL EXTENSION CABLE
	INSIGHT PUBLIC SECTOR Total		<u>819.27</u>			
1237	INTERNATIONAL ASSOC OF CHIEFS		150.00	01/11/2018	1001290467	2018 DUES = J KEEGAN
	INTERNATIONAL ASSOC OF CHIEFS Total		<u>150.00</u>			
1245	INTERNATIONAL COUNCIL		50.00	01/04/2018	122917	MATT OROURKE MEMBERSHIP
	INTERNATIONAL COUNCIL Total		<u>50.00</u>			
1267	IT SOLUTIONS GROUP INC	94886	1,800.00	01/11/2018	4131	SUPPORT 1-9 THRU 4-8-18
	IT SOLUTIONS GROUP INC Total		<u>1,800.00</u>			
1318	KANE COUNTY FIRE CHIEFS ASSOC	95214	60.00	01/11/2018	95214-3	MBRSHP-KC,SS,JS
	KANE COUNTY FIRE CHIEFS ASSOC Total		<u>60.00</u>			
1342	KARA CO INC	94210	84.21	01/11/2018	333142	INVENTORY ITEMS
	KARA CO INC Total		<u>84.21</u>			
1364	KIEFT BROTHERS INC	94823	3,420.00	01/11/2018	227713	INVENTORY ITEMS

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	KIEFT BROTHERS INC Total		<u>3,420.00</u>			
1387	KONICA MINOLTA BUS SOLUTIONS					
			367.32	01/11/2018	9004156700	COVERAGE 11/24/17-12/23/17
			222.89	01/04/2018	900414018	SVC 11-19 THRU 12-18-17
			57.69	01/04/2018	9004142209	SVC 11-19 THRU 12-18-17
	KONICA MINOLTA BUS SOLUTIONS Total		<u>647.90</u>			
1396	CORY KRUPKE					
			65.00	01/11/2018	012218	PER DIEM 1-22~1-26-18
	CORY KRUPKE Total		<u>65.00</u>			
1403	WEST VALLEY GRAPHICS & PRINT					
		91541	1,185.00	01/11/2018	16187	FIELD DIRECTORY - PD
	WEST VALLEY GRAPHICS & PRINT Total		<u>1,185.00</u>			
1450	LEE JENSEN SALES CO INC					
		94391	290.00	01/04/2018	173864	INVENTORY ITEMS
	LEE JENSEN SALES CO INC Total		<u>290.00</u>			
1482	ARTHUR J LOOTENS & SON INC					
		94025	4,398.75	01/04/2018	32593	BIO SOIL HAULING
		94025	575.00	01/04/2018	32596	BIO SOIL HAULING
	ARTHUR J LOOTENS & SON INC Total		<u>4,973.75</u>			
1489	LOWES					
		91684	41.76	01/04/2018	02300/12-18-17	MISC SUPPLIES
		91515	22.79	01/04/2018	02302/12-18-17	MISC SUPPLIES
		94506	21.06	01/04/2018	02331/12-18-17	MISC METER SUPPLIES
		91746	20.87	01/04/2018	02402/12-19-17	MISC SUPPLIES SHOP VAC
		91515	102.60	01/04/2018	02420/12-19-17	MISC HARDWARE/SUPPLIES
		91684	74.03	01/04/2018	02423/12-19-17	MISC SUPPLIES
		91515	34.16	01/04/2018	02461/12-19-17	MISC SUPPLIES
		91684	118.79	01/04/2018	09361	MISC SUPPLIES - LAB
		91848	75.92	01/04/2018	09894/12-13-17	PIPE WRENCHES
		94506	36.70	01/04/2018	10111	MISC SUPPLIES - METER
		91515	51.17	01/04/2018	10637	BLUE HAWK
		94498	1,315.37	01/04/2018	72628	INVENTORY ITEMS
		91746	20.71	01/11/2018	02583/12-20-17	MISC SUPPLIES
		91515	59.98	01/11/2018	02799/12-22-17	MISC SUPPLIES

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		91515	25.25	01/11/2018	02800/12-22-17	ROLLER SUPPORTS
		91910	57.00	01/11/2018	02846/12-22-17	MISC HARDWARE/SUPPLIES
		91848	323.37	01/11/2018	10390	MISC HARDWARE/SUPPLIES
	LOWES Total		<u>2,401.53</u>			
1558	JEREMY MAUTHE		88.50	01/04/2018	010218	FIRE ACADEMY PER DIEM
	JEREMY MAUTHE Total		<u>88.50</u>			
1559	MAURINE PATTEN ED D					
		91601	420.00	01/04/2018	122917	DEC CONSULTING FEES
	MAURINE PATTEN ED D Total		<u>420.00</u>			
1582	MCMASTER CARR SUPPLY CO					
		95134	65.84	01/11/2018	53478059	TRAFFIC CONE
	MCMASTER CARR SUPPLY CO Total		<u>65.84</u>			
1585	MEADE ELECTRIC COMPANY INC					
		94902	1,569.17	01/11/2018	679565	SIGNAL REPAIR DUNHAM/FOX
		94898	389.65	01/11/2018	679780	SERVICE CALL IL AND RT 25
	MEADE ELECTRIC COMPANY INC Total		<u>1,958.82</u>			
1613	METROPOLITAN ALLIANCE OF POL					
			900.00	01/05/2018	UNP 180105150925PD	Union Dues - IMAP
			119.00	01/05/2018	UNPS180105150925PI	Union Dues-Police Sergeants
	METROPOLITAN ALLIANCE OF POL Total		<u>1,019.00</u>			
1636	MID STATES ORGANIZED CRIME					
			250.00	01/04/2018	010218	2018 MEMBERSHIP DUES INVE
	MID STATES ORGANIZED CRIME Total		<u>250.00</u>			
1651	MNJ TECHNOLOGIES DIRECT INC					
		94426	22.00	01/04/2018	0003575410	AT&T CORP PHONES
		94688	116.90	01/04/2018	003575203	LEXMARK TONER
		94885	154.00	01/11/2018	0003576817	BATTERY CARTRIDGE
	MNJ TECHNOLOGIES DIRECT INC Total		<u>292.90</u>			
1655	MONROE TRUCK EQUIPMENT					
		91718	98.90	01/04/2018	5363347	SENSOR
	MONROE TRUCK EQUIPMENT Total		<u>98.90</u>			

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
1704	NCPERS IL IMRF		8.00	01/05/2018	NCP2180105150925PI	NCPERS 2
			16.00	01/05/2018	NCP2180105150925PV	NCPERS 2
	NCPERS IL IMRF Total		24.00			
1745	NICOR					
			139.98	01/04/2018	0000 6 DEC 27 2017	MONTHLY BILLING THRU 12/21/
			536.88	01/04/2018	0000 7 DEC 28 2017	MONTHLY BILLING THRU 12/27/
			2,014.70	01/04/2018	0929 6 DEC 27 2017	MONTHLY BILLING THRU 12/21/
			88.69	01/04/2018	1000 0 DEC 28 2017	MONTHLY BILLING THRU 12/27/
			28.63	01/04/2018	1000 2 DEC 21 2017	SVC 11-17 THRU 12-19-17
			526.07	01/04/2018	1000 2 DEC 27 2017	MONTHLY BILLING THRU 12/21/
			28.51	01/04/2018	1000 3 DEC 27 2017	MONTHLY BILLING THRU 12/22/
			415.87	01/04/2018	1000 4 DEC 27 2017	MONTHLY BILLING THRU 12/22/
			379.82	01/04/2018	1000 4 DEC 28 2017	MONTHLY BILLING THRU 12/27/
			67.92	01/04/2018	1000 5 DEC 27 2017	MONTHLY BILLING THRU 12/21/
			78.88	01/04/2018	1000 8 DEC 28 2017	MONTHLY BILLING THRU 12/27/
			53.96	01/04/2018	1000 9 DEC 27 2017	MONTHLY BILLING THRU 12/22/
			31.75	01/04/2018	1000 9 DEC 27 2017 N	MONTHLY BILLING THRU 12/21/
			904.20	01/04/2018	1000 9 DEC 27 2017 R	MONTHLY BILLING THRU 12/21/
			366.39	01/04/2018	1000 9 DEC 27 2017 S	MONTHLY BILLING THRU 12/21/
			98.23	01/04/2018	1000 9 DEC 28 2017	MONTHLY BILLING THRU 12/27/
			38.67	01/04/2018	1968 1 DEC 28 2017	MONTHLY BILLING THRU 12/27/
			29.64	01/04/2018	4625 3 DEC 28 2017	MONTHLY BILLING THRU 12/27/
			30.18	01/04/2018	5425 2 DEC 28 2017	MONTHLY BILLING THRU 12/27/
			27.96	01/04/2018	7497 2 DEC 27 2017	MONTHLY BILLING THRU 12/21/
			2,397.25	01/04/2018	7652 0 DEC 27 2017	MONTHLY BILLING THRU 12/22/
			7,067.73	01/04/2018	8317 9 DEC 27 2017	MONTHLY BILLING THRU 12/21/
			609.05	01/04/2018	9226 2 DEC 27 2017	MONTHLY BILLING THRU 12/21/
			27.96	01/04/2018	9676 7 DEC 27 2017	MONTHLY BILLING THRU 12/21/
			239.45	01/11/2018	0000 6 JAN 2 2018	MONTHLY BILLING THRU 12/29/
			32.27	01/11/2018	0847 6 JAN 2 2018	MONTHLY BILLING THRU 12/29/
			96.21	01/11/2018	1000 0 JAN 2 2018	MONTHLY BILLING THRU 12/29/
			372.32	01/11/2018	1000 1 JAN 2 2018	MONTHLY BILLING THRU 12/28/
			155.79	01/11/2018	1000 1 JAN 5 2018	MONTHLY BILLING THRU 1/3/18
			29.94	01/11/2018	1000 3 JAN 2 2018	MONTHLY BILLING THRU 12/27/
			361.45	01/11/2018	1000 6 DEC 27 2017	BILLING THRU 12/22/17
			758.79	01/11/2018	1000 7 JAN 5 2018	MONTHLY BILLING THRU 1/3/18
			87.66	01/11/2018	1000 8 JAN 2 2018	MONTHLY BILLING THRU 12/29/

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			29.17	01/11/2018	1000 9 JAN 2 2018	MONTHLY BILLING THRU 12/28/
			631.06	01/11/2018	2485 8 JAN 5 2018	MONTHLY BILLING THRU 1/3/18
			29.57	01/11/2018	4606 2 JAN 4 2018	MONTHLY BILLING THRU 12/29/
			90.32	01/11/2018	8642 6 JAN 2 2018	MONTHLY BILLING THRU 12/29/
	NICOR Total		<u>18,902.92</u>			
1747	COMPASS MINERALS AMERICA INC					
		70	4,073.06	01/11/2018	145938	SALT SHIPMENT
		70	4,191.31	01/11/2018	149142	ROAD SALT
		65	2,959.01	01/11/2018	149549	ROCK SALT
	COMPASS MINERALS AMERICA INC Total		<u>11,223.38</u>			
1783	ON TIME EMBROIDERY INC					
		91847	421.00	01/11/2018	OE 47503	UNIFORMS - FD
		91847	102.00	01/04/2018	45878	UNIFORMS - FD
		91847	26.00	01/04/2018	46501	UNIFORMS - FD
		91847	180.00	01/04/2018	47337	UNIFORMS - FD
		91847	187.00	01/04/2018	O 47335	UNIFORMS - FD
		91847	172.00	01/04/2018	OE 47336	UNIFORMS - FD
	ON TIME EMBROIDERY INC Total		<u>1,088.00</u>			
1791	OSMOSE UTILITIES SERVICES INC					
		90096	3,044.84	01/04/2018	7UB-0278696	PRJ BILLING THRU 11/22/17
		90096	13,523.15	01/04/2018	7UB-0278697	PROJECT BILLING THRU 11/30/
	OSMOSE UTILITIES SERVICES INC Total		<u>16,567.99</u>			
1793	OTIS ELEVATOR CO					
		94923	1,524.78	01/11/2018	CY05303118	SVC JAN THRU MAR 2018
	OTIS ELEVATOR CO Total		<u>1,524.78</u>			
1851	CHARLES PIERCE					
			804.73	01/04/2018	122817	UNIFORMS
	CHARLES PIERCE Total		<u>804.73</u>			
1861	POLICE PENSION FUND					
			4,944.46	01/05/2018	PLP2180105150925PD	Police Pension Tier 2
			15,050.55	01/05/2018	PLPN180105150925PC	Police Pension
			469.66	01/05/2018	POLP180105150925PC	Police Pension - non deferred
	POLICE PENSION FUND Total		<u>20,464.67</u>			
1890	LEGAL SHIELD					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			7.36	01/05/2018	PPLS180105150925FC	Pre-Paid Legal Services
			8.75	01/05/2018	PPLS180105150925FN	Pre-Paid Legal Services
			124.60	01/05/2018	PPLS180105150925PC	Pre-Paid Legal Services
	LEGAL SHIELD Total		140.71			
1898	PRIORITY PRODUCTS INC					
		91729	56.53	01/04/2018	917104	MISC SUPPLIES - FLEET
		91729	29.39	01/04/2018	917489	FLEET DEPT SUPPLIES
		91729	74.01	01/11/2018	917390	FLEET DEPT SUPPLIES
	PRIORITY PRODUCTS INC Total		159.93			
1900	PROVIDENT LIFE & ACCIDENT					
			26.76	01/05/2018	POPT180105150925FI	Provident Optional Life
	PROVIDENT LIFE & ACCIDENT Total		26.76			
1922	MICHAEL PYZYNA					
			53.42	01/11/2018	010418	BOOTS - DICK POND 1-4-18
	MICHAEL PYZYNA Total		53.42			
1925	QUALITY FASTENERS INC					
		94768	371.80	01/11/2018	19161	INVENTORY ITEMS
		94772	171.20	01/11/2018	19162	INVENTORY ITEMS
	QUALITY FASTENERS INC Total		543.00			
1946	RANDALL PRESSURE SYSTEMS INC					
		94793	94.33	01/11/2018	P-15858-0	MISC PARTS
		91720	322.78	01/04/2018	I-15678-0	FLEET DEPT PARTS
		91720	40.79	01/04/2018	I-15682-0	FLEET DEPT PARTS
		91548	86.46	01/04/2018	I-15741-0	MISC SUPPLIES - PW
	RANDALL PRESSURE SYSTEMS INC Total		544.36			
1953	RBS PACKAGING INC					
		94593	228.85	01/11/2018	2032509	INVENTORY ITEMS
		94822	1,017.30	01/11/2018	2032548	INVENTORY ITEMS
	RBS PACKAGING INC Total		1,246.15			
2032	POMPS TIRE SERVICE INC					
		94661	685.28	01/04/2018	640057567	INVENTORY ITEMS
		91638	20.00	01/04/2018	640057603	LIGHT TRUCK SCRAP DISPOSA
		94788	232.50	01/04/2018	640057637	REPAIR ENGINE 101

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	POMPS TIRE SERVICE INC Total		<u>937.78</u>			
2043	BRETT RUNKLE		65.00	01/11/2018	012218	PER DIEM 1-22~1-26-18
	BRETT RUNKLE Total		<u>65.00</u>			
2059	SCOTT R SANDERS		409.07	01/11/2018	010518	PETTY CASH
	SCOTT R SANDERS Total		<u>409.07</u>			
2076	ST CHARLES HISTORY MUSEUM	92393	2,625.00	01/04/2018	VCCHSM-1117	NOVEMBER HOTEL TAX
	ST CHARLES HISTORY MUSEUM Total		<u>2,625.00</u>			
2080	JERRY SCHOMER		36.00	01/04/2018	010218	PER DIEM FTO REFRESHER
	JERRY SCHOMER Total		<u>36.00</u>			
2086	SCHWEITZER ENGINEERING LABS	92400	957.57	01/04/2018	1159-22190	INVENTORY ITEMS
	SCHWEITZER ENGINEERING LABS Total		<u>957.57</u>			
2089	SCHRAMM CONSTRUCTION	93179	14,053.00	01/04/2018	968487	2ND FLOOR DEMO BALANCE C
	SCHRAMM CONSTRUCTION Total		<u>14,053.00</u>			
2150	SIKICH	89071	7,410.00	01/04/2018	317912	25% COMPENSATION PRJ
		92564	121.00	01/11/2018	322811	FINAL BILLING - AUDIT FY 17
	SIKICH Total		<u>7,531.00</u>			
2163	SKYLINE TREE SERVICE &	93515	1,924.00	01/11/2018	4186	SNOW PLOW 12-24-17
	SKYLINE TREE SERVICE & Total		<u>1,924.00</u>			
2212	CITY OF ST CHARLES	91596	6,173.74	01/05/2018	IN5538	COSC LEAD EXPENSES
			5,516.33	01/01/2018	17-11	REIMB COSC-SIDEKCK 3 ELEC
	CITY OF ST CHARLES Total		<u>11,690.07</u>			
2228	CITY OF ST CHARLES					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			23.93	01/10/2018	1-19-19114-6-2-1217	SVC 11-6 THRU 12-6-17
			25.85	01/10/2018	1-19-19152-6-5-1217	SVC 11-6 THRU 12-6-17
			48.88	01/10/2018	1-19-19164-1-4-1217	SVC 11-6 THRU 12-6-17
			40.58	01/10/2018	1-19-19166-6-3-1217	SVC 11-6 THRU 12-6-17
			28.63	01/10/2018	1-19-19344-9-6-1217	SVC 11-6 THRU 12-6-17
			40.58	01/10/2018	1-22-22022-1-17-1217	SVC 11-7 THRU 12-6-17
			22.00	01/10/2018	1-22-22024-7-2-1217	SVC 11-7 THRU 12-6-17
			48.88	01/10/2018	1-22-22027-0-5-1217	SVC 11-7 THRU 12-6-17
			30.78	01/10/2018	2-24-82576-0-4-1217	SVC 11-6 THRU 12-6-17
	CITY OF ST CHARLES Total		310.11			
2235	STEINER ELECTRIC COMPANY					
		93452	16,017.54	01/11/2018	S005858639.004	INVENTORY ITEMS
		93995	4.13	01/11/2018	S005889694.008	INVENTORY ITEMS
		94305	54.50	01/11/2018	S005897083.001	INVENTORY ITEMS
		94305	2,406.70	01/11/2018	S005897083.003	INVENTORY ITEMS
		94305	303.65	01/11/2018	S005897083.005	INVENTORY ITEMS
		94542	58.04	01/11/2018	S005907403.001	12V 4200RPM 1/8HP
		94834	265.20	01/11/2018	S005918626.001	INVENTORY ITEMS
		94809	969.00	01/11/2018	S005918743.001	INVENTORY ITEMS
	STEINER ELECTRIC COMPANY Total		20,078.76			
2283	SCOTT SWANSON					
			80.41	01/11/2018	010418	FUEL= P/U TRUCK 101
	SCOTT SWANSON Total		80.41			
2296	TANGLEWOOD MARINE					
		94262	58.90	01/04/2018	0005418	WATER FUEL PUMPS
	TANGLEWOOD MARINE Total		58.90			
2300	TEMCO MACHINERY INC					
		91724	452.81	01/04/2018	AG59818	VALVE WITHOUT HANDLE
		91724	35.51	01/04/2018	AG60092	ELEMENT FILTER
	TEMCO MACHINERY INC Total		488.32			
2301	GENERAL CHAUFFERS SALES DRIVER					
			159.00	01/05/2018	UNT 180105150925CD	Union Dues - Teamsters
			128.00	01/05/2018	UNT 180105150925FN	Union Dues - Teamsters
			2,237.00	01/05/2018	UNT 180105150925PV	Union Dues - Teamsters

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	GENERAL CHAUFFERS SALES DRIVER Total		<u>2,524.00</u>			
2316	APC STORE					
		91587	928.82	01/04/2018	4780004177-1217	FLEET MONTHLY SUPPLIES
		95019	1,028.34	01/11/2018	478-453911	INVENTORY ITEMS
		95251	13.12	01/11/2018	478-454641	SWIVEL GRIP
		95267	662.87	01/11/2018	478-454662	INVENTORY ITEMS
	APC STORE Total		<u>2,633.15</u>			
2364	TROJAN TECHNOLOGIES LLC					
		94418	8,529.79	01/04/2018	SLS/10267936	SEAL KIT
	TROJAN TECHNOLOGIES LLC Total		<u>8,529.79</u>			
2373	TYLER MEDICAL SERVICES					
		95194	1,180.00	01/11/2018	392173	YEARLY FEE AND RANDOMS
	TYLER MEDICAL SERVICES Total		<u>1,180.00</u>			
2401	UNIVERSAL UTILITY SUPPLY INC					
		94843	2,039.80	01/04/2018	3025904	INVENTORY ITEMS
		94843	129.20	01/04/2018	3025910	INVENTORY ITEMS
	UNIVERSAL UTILITY SUPPLY INC Total		<u>2,169.00</u>			
2403	UNITED PARCEL SERVICE					
			26.03	01/04/2018	0000650961517	WEEKLY SHIPPING
			19.98	01/11/2018	0000650961507	SHIPPING
			12.46	01/11/2018	0000650961527	WEEKLY SHIPPING
	UNITED PARCEL SERVICE Total		<u>58.47</u>			
2410	VALLEY LOCK CO					
		91512	105.00	01/11/2018	62603	SVC @ CENTURY STN - N DOO
	VALLEY LOCK CO Total		<u>105.00</u>			
2413	VALLEY FIRE PROTECTION SERVICE					
		95248	1,180.00	01/11/2018	149491	SVC CALL @ 112 RIVERSIDE
		94327	1,125.00	01/04/2018	148933	INSPECT @ 100 IL AVE
		94857	400.00	01/04/2018	148940	SVC @ CENTURY STN
		94857	185.00	01/04/2018	148941	SVC @ FS#3
		94857	185.00	01/04/2018	148942	INSPECTION @ FS#2
	VALLEY FIRE PROTECTION SERVICE Total		<u>3,075.00</u>			
2429	VERIZON WIRELESS					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			855.70	01/04/2018	9798729195	MONTHLY BILLING 11/24-12/23
			9,619.30	01/11/2018	9799224530	MONTHLY BILL 12/4/17-01/03/18
	VERIZON WIRELESS Total		<u>10,475.00</u>			
2462	KEN WALSH					
			244.99	01/04/2018	010218	SAFETY BOOTS RED WING 12/
	KEN WALSH Total		<u>244.99</u>			
2470	WAREHOUSE DIRECT					
		91866	61.03	01/04/2018	3725777-0	COFFEE SUPPLIES FINANCE
		91666	183.69	01/04/2018	3725957-0	OFFICE SUPPLIES/COFFEE PW
		91540	29.84	01/04/2018	3726856-0	OFFICE SUPPLIES POLICE DEF
		91540	21.95	01/04/2018	3726856-1	POLICE DEPT OFFICE SUPPLIE
		91666	157.70	01/04/2018	3727990-0	OFFICE SUPPLIES PW
		94271	82.49	01/04/2018	3729541-0	OFFICE SUPPLIES FIRE DEPT
		91540	32.30	01/04/2018	3731096-0	POLICE DEPT OFFICE SUPPLIE
		94777	13.50	01/04/2018	3733631-0	COFFEE FILTERS - IS
		94765	25.74	01/04/2018	3733720-0	OFFICE SUPPLIES
		93864	10.76	01/11/2018	3692499-0	EPSON CARTRIDGE
		91540	11.25	01/11/2018	3735369-0	OFFICE SUPPLIES - PD
		91495	46.94	01/11/2018	3737690-0	OFFICE SUPPLIES CITY HALL
		91495	65.55	01/11/2018	3737700-0	OFFICE SUPPLIES CITY HALL
		91540	6.07	01/11/2018	3738532-0	POLICE DEPT OFFICE SUPPLIE
		92031	48.15	01/11/2018	3738730-0	OFFICE SUPPLIES CITY ADMIN
		91495	37.52	01/11/2018	3739041-0	CITY HALL OFFICE SUPPLIES
		94882	99.62	01/11/2018	3739412-0	PLNR BOARD - FD
		91666	264.43	01/11/2018	3739677-0	OFFICE SUPPLIES - PW
		91666	38.09	01/11/2018	3739679-0	OFFICE SUPPLIES - PW
	WAREHOUSE DIRECT Total		<u>1,236.62</u>			
2477	WASCO LAWN & POWER INC					
		91517	45.64	01/04/2018	203105	V#1889 RO#59526
	WASCO LAWN & POWER INC Total		<u>45.64</u>			
2484	SPX TRANSFORMER SOLUTIONS INC					
		94311	390.54	01/11/2018	044296	DESICCANT
	SPX TRANSFORMER SOLUTIONS INC Total		<u>390.54</u>			
2490	WELCH BROS INC					
		94473	630.00	01/11/2018	1619853	INVENTORY ITEMS

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	WELCH BROS INC Total		630.00			
2506	EESCO					
		94455	4,295.00	01/11/2018	596347	INVENTORY ITEMS
	EESCO Total		4,295.00			
2523	WILTSE GREENHOUSE LANDSCAPING					
		93496	440.00	01/11/2018	122517	SNOW PLOW 12/24 AND 12/25
	WILTSE GREENHOUSE LANDSCAPING Total		440.00			
2525	WILKENS ANDERSON CO					
		94689	118.27	01/11/2018	S1174659.001	DESICCATOR COVER
	WILKENS ANDERSON CO Total		118.27			
2545	GRAINGER INC					
		94847	262.90	01/11/2018	9650926950	FISH TAPE
		94872	57.50	01/11/2018	9650926968	WORK BOOTS 13 BROWN
		94840	49.06	01/11/2018	9651661077	CHISEL SET
		94826	408.38	01/11/2018	9651661085	INVENTORY ITEMS
		94836	290.64	01/11/2018	9651731680	INVENTORY ITEMS
		94871	12.95	01/11/2018	9652094021	ATHLETIC WORK SHOES
		94874	21.96	01/11/2018	9652219503	INVENTORY ITEMS
		94389	250.46	01/04/2018	9642634852	WORK PANTS
		94714	8.21	01/04/2018	9645984973	HALOGEN LIGHT BULB
		94694	46.76	01/04/2018	9646814435	TOOL TOTE
		94727	31.94	01/04/2018	9646814443	HANDHELD FLASHLIGHT
		94741	232.36	01/04/2018	9647137570	WELDING SCREEN
		94352	187.75	01/04/2018	9647137588	SILICONE/GASKET SHEET
		94597	375.75	01/04/2018	9648388537	INVENTORY ITEMS
		94784	69.50	01/04/2018	9648895150	HAMMER
		94827	182.04	01/04/2018	9651731698	INVENTORY ITEMS
	GRAINGER INC Total		2,488.16			
2629	ZEP MANUFACTURING CO					
		94828	273.79	01/11/2018	9003185761	INVENTORY ITEMS
	ZEP MANUFACTURING CO Total		273.79			
2630	ZIEBELL WATER SERVICE PRODUCTS					
		94450	2,940.00	01/11/2018	240166-000	INVENTORY ITEMS
	ZIEBELL WATER SERVICE PRODUCTS Total		2,940.00			

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
2637	ILLINOIS DEPT OF REVENUE		125,488.94	01/12/2018	011218	ELEC EXCISE TAX DEC 2017
			778.79	01/05/2018	ILST180105150925CA	Illinois State Tax
			1,938.13	01/05/2018	ILST180105150925CD	Illinois State Tax
			10,416.82	01/05/2018	ILST180105150925FD	Illinois State Tax
			2,318.03	01/05/2018	ILST180105150925FN	Illinois State Tax
			955.83	01/05/2018	ILST180105150925HR	Illinois State Tax
			1,726.41	01/05/2018	ILST180105150925IS	Illinois State Tax
			10,900.86	01/05/2018	ILST180105150925PD	Illinois State Tax
			13,901.49	01/05/2018	ILST180105150925PW	Illinois State Tax
	ILLINOIS DEPT OF REVENUE Total		168,425.30			
2638	INTERNAL REVENUE SERVICE		1,189.24	01/05/2018	FICA180105150925CA	FICA Employee
			2,786.44	01/05/2018	FICA180105150925CD	FICA Employee
			325.84	01/05/2018	FICA180105150925FD	FICA Employee
			3,304.20	01/05/2018	FICA180105150925FN	FICA Employee
			1,186.52	01/05/2018	FICA180105150925HR	FICA Employee
			2,535.69	01/05/2018	FICA180105150925IS	FICA Employee
			2,116.16	01/05/2018	FICA180105150925PD	FICA Employee
			19,235.11	01/05/2018	FICA180105150925PV	FICA Employee
			1,245.47	01/05/2018	FICE180105150925CA	FICA Employer
			2,488.16	01/05/2018	FICE180105150925CD	FICA Employer
			313.44	01/05/2018	FICE180105150925FD	FICA Employer
			3,159.86	01/05/2018	FICE180105150925FN	FICA Employer
			1,186.52	01/05/2018	FICE180105150925HR	FICA Employer
			2,535.69	01/05/2018	FICE180105150925IS	FICA Employer
			2,128.56	01/05/2018	FICE180105150925PD	FICA Employer
			19,621.50	01/05/2018	FICE180105150925PV	FICA Employer
			2,134.53	01/05/2018	FIT 180105150925CA	Federal Withholding Tax
			5,808.59	01/05/2018	FIT 180105150925CD	Federal Withholding Tax
			37,558.55	01/05/2018	FIT 180105150925FD	Federal Withholding Tax
			7,043.33	01/05/2018	FIT 180105150925FN	Federal Withholding Tax
			2,849.15	01/05/2018	FIT 180105150925HR	Federal Withholding Tax
			4,335.14	01/05/2018	FIT 180105150925IS	Federal Withholding Tax
			32,672.81	01/05/2018	FIT 180105150925PD	Federal Withholding Tax
			40,182.55	01/05/2018	FIT 180105150925PW	Federal Withholding Tax
			278.17	01/05/2018	MEDE180105150925C	Medicare Employee
			651.68	01/05/2018	MEDE180105150925C	Medicare Employee

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			3,488.74	01/05/2018	MEDE180105150925FI	Medicare Employee
			772.72	01/05/2018	MEDE180105150925FI	Medicare Employee
			277.49	01/05/2018	MEDE180105150925H	Medicare Employee
			593.03	01/05/2018	MEDE180105150925IS	Medicare Employee
			3,720.95	01/05/2018	MEDE180105150925PI	Medicare Employee
			4,498.55	01/05/2018	MEDE180105150925P	Medicare Employee
			291.30	01/05/2018	MEDR180105150925C	Medicare Employer
			581.96	01/05/2018	MEDR180105150925C	Medicare Employer
			3,485.84	01/05/2018	MEDR180105150925FI	Medicare Employer
			738.96	01/05/2018	MEDR180105150925FI	Medicare Employer
			277.49	01/05/2018	MEDR180105150925H	Medicare Employer
			593.03	01/05/2018	MEDR180105150925IS	Medicare Employer
			3,723.85	01/05/2018	MEDR180105150925P	Medicare Employer
			4,588.90	01/05/2018	MEDR180105150925P	Medicare Employer
	INTERNAL REVENUE SERVICE Total		<u>226,505.71</u>			
2639	STATE DISBURSEMENT UNIT					
			440.93	01/05/2018	0000000371801051509	IL Child Support Amount 1
			465.36	01/05/2018	0000000641801051509	IL Child Support Amount 2
			795.70	01/05/2018	0000001351801051509	IL Child Support Amount 1
			471.13	01/05/2018	0000001911801051509	IL Child Support Amount 1
			817.98	01/05/2018	0000001971801051509	IL CS Maintenance 1
			1,661.54	01/05/2018	0000002021801051509	IL CS Maintenance 1
			545.00	01/05/2018	0000002061801051509	IL Child Support Amount 1
			391.78	01/05/2018	0000002921801051509	IL Child Support Amount 1
			369.23	01/05/2018	0000004861801051509	IL Child Support Amount 1
			700.15	01/05/2018	0000012251801051509	IL Child Support Amount 1
			180.00	01/05/2018	0000012671801051509	IL Child Support Amount 1
	STATE DISBURSEMENT UNIT Total		<u>6,838.80</u>			
2643	DELTA DENTAL					
			3,943.39	01/02/2018	010218	DELTA DENTAL CLAIMS
			4,357.73	01/09/2018	010918	DELTA DENTAL CLAIMS
	DELTA DENTAL Total		<u>8,301.12</u>			
2644	IMRF					
			192,195.62	01/10/2018	011018	IMRF EE/ER VOL - DEC 2017
	IMRF Total		<u>192,195.62</u>			
2648	HEALTH CARE SERVICE CORP					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			119,281.20	01/02/2018	010218	MEDICAL CLAIMS
	HEALTH CARE SERVICE CORP Total		<u>119,281.20</u>			
2674	VIKING CHEMICAL CO					
		64	981.72	01/04/2018	56102	CHEMICALS
	VIKING CHEMICAL CO Total		<u>981.72</u>			
2683	CONTINENTAL AMERICAN INSURANCE					
			59.89	01/05/2018	ACCG180105150925FI	AFLAC Accident Plan
			17.47	01/05/2018	ACCG180105150925FI	AFLAC Accident Plan
			17.48	01/05/2018	ACCG180105150925IS	AFLAC Accident Plan
			113.00	01/05/2018	ACCG180105150925PI	AFLAC Accident Plan
			68.07	01/05/2018	ACCG180105150925P1	AFLAC Accident Plan
	CONTINENTAL AMERICAN INSURANCE Total		<u>275.91</u>			
2711	UNITED SEPTIC INC					
		92893	41,419.33	01/04/2018	2028	SS CATCH BASIN CLEANING C
	UNITED SEPTIC INC Total		<u>41,419.33</u>			
2738	TRI-R SYSTEMS INCORPORATED					
		94350	730.00	01/04/2018	004566	ROTORK WIRING
		94350	1,160.00	01/11/2018	004580	SVC CALL 12-13-17
	TRI-R SYSTEMS INCORPORATED Total		<u>1,890.00</u>			
2756	RXBENEFITS INC.					
			24,195.49	01/04/2018	74353	PRESCRIPTION CLAIMS/FEEES
	RXBENEFITS INC. Total		<u>24,195.49</u>			
2883	ADVANCED DISPOSAL SERVICES					
		91738	1,156.31	01/11/2018	T00001632303	MONTHLY BILLING
	ADVANCED DISPOSAL SERVICES Total		<u>1,156.31</u>			
2894	HAVLICEK ACE HARDWARE LLC					
		91717	16.18	01/11/2018	59997/1	MISC SUPPLIES
	HAVLICEK ACE HARDWARE LLC Total		<u>16.18</u>			
2901	FLOW TECHNICS INC					
		94706	3,257.11	01/11/2018	INV000006258	PULL PUMP/INSPECT/INSTALL
	FLOW TECHNICS INC Total		<u>3,257.11</u>			
2905	GRAF TREE CARE INC					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		94216	10,581.00	01/11/2018	10289	PHASE 2 TREE INVENTORY
	GRAF TREE CARE INC Total		<u>10,581.00</u>			
2921	STRYPES PLUS MORE INC					
		94241	35.00	01/11/2018	14078	ID#'S 1916 AND 2060
		94336	142.50	01/11/2018	14183	FRAMES ENGINES 103 & 107
	STRYPES PLUS MORE INC Total		<u>177.50</u>			
2929	FOOTE MIELKE CHAVEZ & O'NEIL					
			6,400.00	01/04/2018	4107	NOV/DEC ORDINANCE VIOLATI
			675.00	01/04/2018	4108	STEVEN M ANDERSON
			600.00	01/04/2018	4109	NICHOLAS M MERCHUT
			650.00	01/04/2018	4110	STEPHEN D FISCHER
			550.00	01/04/2018	4111	ELIZABETH MARIE BIERMAN
			600.00	01/04/2018	4112	LOGAN ARLIS
			550.00	01/04/2018	4113	JAMES MAURICE VENNERI
			600.00	01/04/2018	4114	DANIELA JOY CARLSON
			600.00	01/04/2018	4115	AMANDA LYNN THOMAS
			550.00	01/04/2018	4116	KIRK ELLIOTT TINER
			500.00	01/04/2018	4117	ARMANDO J MUNOZ JR
	FOOTE MIELKE CHAVEZ & O'NEIL Total		<u>12,275.00</u>			
2963	RAYNOR DOOR AUTHORITY					
		94475	216.00	01/11/2018	127799	SVC - FLEET DOOR M
		94703	300.00	01/11/2018	127882	SVC @ FS#3
		94676	591.00	01/11/2018	127883	SVC - PD AND FLEET
	RAYNOR DOOR AUTHORITY Total		<u>1,107.00</u>			
2968	ROB VICICONDI					
			30.00	01/11/2018	012318	PER DIEM 1-23~1-24-18
	ROB VICICONDI Total		<u>30.00</u>			
3075	RELIABLE EQUIPMENT & SERVICE					
		94652	1,239.37	01/04/2018	0573782-IN	3WAY ELBOW GRND SET/TARF
	RELIABLE EQUIPMENT & SERVICE Total		<u>1,239.37</u>			
3095	CHAD TINSLEY					
			30.00	01/04/2018	122617	UNIFORM REIMBURSEMENT
	CHAD TINSLEY Total		<u>30.00</u>			
3102	RUSH PARTS CENTERS OF ILLINOIS					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		94647	304.72	01/04/2018	3008797558	V#1825 RO#59518
	RUSH PARTS CENTERS OF ILLINOIS Total		<u>304.72</u>			
3131	VCNA PRAIRIE INC					
		63	379.50	01/04/2018	888375312	READY MIX/CALCIUM CHLORID
		63	484.00	01/04/2018	888385238	READY MIX
	VCNA PRAIRIE INC Total		<u>863.50</u>			
3148	CORNERSTONE PARTNERS					
		92742	205.65	01/11/2018	CP12451	ADDITIONAL MOWING
		92742	114.78	01/11/2018	CP12453	ADDITIONAL MOWING
		92742	88.02	01/11/2018	CP12454	ADDITIONAL MOWING
		92742	106.94	01/11/2018	CP12455	ADDITIONAL MOWING
		92742	114.78	01/11/2018	CP12465	ADDITIONAL MOWING
		92742	1,923.11	01/11/2018	CP12515	ADDITIONAL MOWING
	CORNERSTONE PARTNERS Total		<u>2,553.28</u>			
3153	CALL ONE					
			3,692.08	01/04/2018	1214530-1139933-1217	SVC 12-15 THRU 1-14-18
	CALL ONE Total		<u>3,692.08</u>			
3156	TRANSUNION RISK & ALTERNATIVE					
		91539	86.60	01/04/2018	252639-1217	MONTHLY BILLING POLICE DEF
	TRANSUNION RISK & ALTERNATIVE Total		<u>86.60</u>			
3209	HOLMGREN ELECTRIC INC					
		91677	275.00	01/11/2018	5164	SVC @ ROYAL FOX 2
	HOLMGREN ELECTRIC INC Total		<u>275.00</u>			
3227	HARGRAVE BUILDERS INC					
		93385	7,550.00	01/04/2018	18641	SUB 3 DOOR, FRM/CONCRETE
	HARGRAVE BUILDERS INC Total		<u>7,550.00</u>			
3236	HR GREEN INC					
		92145	16,713.50	01/04/2018	115941	STC 7TH AVE/J DEUTSCH CLVF
	HR GREEN INC Total		<u>16,713.50</u>			
3267	COMPASS GROUP USA INC					
		91528	307.32	01/04/2018	052560000075278	COFFEE POLICE DEPT
	COMPASS GROUP USA INC Total		<u>307.32</u>			

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
3280	PLANET DEPOS LLC	91859	1,139.00	01/11/2018	199240	PUBLIC HEARING
	PLANET DEPOS LLC Total		<u>1,139.00</u>			
3288	FGM ARCHITECTS INC	91318	35,437.50	01/04/2018	16-2234.01-2	STC NEW PD STATION
		93024	20,467.70	01/04/2018	16-2234.01-2A	STC NEW PD STATION
	FGM ARCHITECTS INC Total		<u>55,905.20</u>			
3289	VISION SERVICE PLAN OF IL NFP		93.35	01/04/2018	122717	COBRA AND RETIREE OCTOBE
			7.57	01/05/2018	VSP 180105150925CA	Vision Plan Pre-tax
			58.25	01/05/2018	VSP 180105150925CD	Vision Plan Pre-tax
			198.53	01/05/2018	VSP 180105150925FD	Vision Plan Pre-tax
			35.24	01/05/2018	VSP 180105150925FN	Vision Plan Pre-tax
			4.76	01/05/2018	VSP 180105150925HR	Vision Plan Pre-tax
			52.63	01/05/2018	VSP 180105150925IS	Vision Plan Pre-tax
			214.92	01/05/2018	VSP 180105150925PD	Vision Plan Pre-tax
			321.53	01/05/2018	VSP 180105150925PW	Vision Plan Pre-tax
	VISION SERVICE PLAN OF IL NFP Total		<u>986.78</u>			
3298	JENNIFER KUHN		870.45	01/04/2018	210	SERVICES AND MILEAGE NOVE
			147.52	01/04/2018	211	CPT BKFST MEETING 12/19/17
	JENNIFER KUHN Total		<u>1,017.97</u>			
3336	NETWORKFLEET INC	91636	923.00	01/11/2018	OSV000001280256	MONTHLY BILLING DEC 2017
		91578	141.85	01/11/2018	OSV000001284738	MONTHLY BILLING DEC 2017
		91652	94.75	01/11/2018	OSV000001289275	MONTHLY BILLING DEC 2017
		94989	63.95	01/04/2018	INVE0166611	WIRING HARNES
	NETWORKFLEET INC Total		<u>1,223.55</u>			
3436	MICHAEL RICE	94318	58.99	01/04/2018	D 22716	TOOLS FOR FLEET
	MICHAEL RICE Total		<u>58.99</u>			
3448	Rebecca Paul		70.00	01/11/2018	111617	REIMB - HOLIDAY RAFFLE
	Rebecca Paul Total		<u>70.00</u>			

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
3474	TRAVELERS INDEMNITY		9,433.99	01/11/2018	1998422	RE: MESSNER - ELEC FIRE
	TRAVELERS INDEMNITY Total		<u>9,433.99</u>			
3490	HI-LINE UTILITY SUPPLY CO LLC					
		94651	176.93	01/11/2018	10071477	3" RUBBER DUCT SWAB
		94651	1,592.08	01/04/2018	10070777	CLAMP/TOOL/BLOWER/SWAB
	HI-LINE UTILITY SUPPLY CO LLC Total		<u>1,769.01</u>			
3597	GEOSTAR MECHANICAL INC					
		94357	17,000.00	01/04/2018	14038	WATER HEATERS CENTURY ST
		94916	200.00	01/04/2018	14039	LABOR POLICE DEPT
		94916	295.00	01/04/2018	14040	LABOR WW DEPT RAZ BUILDIN
		94916	1,172.90	01/04/2018	14047	LABOR CITY HALL ACTUATOR
		95153	785.00	01/11/2018	14099	REPAIR POLICE DEPT
		95153	595.90	01/11/2018	14100	REPAIR FIRE STATION 2 HUMIE
		95153	363.30	01/11/2018	14101	REPAIR FIRE STATION 3 HUMIE
		95153	1,250.00	01/11/2018	14102	REPAIR FIRE STATION 3
		95255	1,075.24	01/11/2018	14103	REPAIR CENTURY STATIONS
		95255	1,302.74	01/11/2018	14104	REPAIR CENTURY STATIONS V
		95255	742.74	01/11/2018	14105	REPAIR CENTURY STATIONS
	GEOSTAR MECHANICAL INC Total		<u>24,782.82</u>			
3624	STORAGE BATTERY SYSTEMS LLC					
		94771	4,027.00	01/11/2018	597196	RESISTANCE TESTER
	STORAGE BATTERY SYSTEMS LLC Total		<u>4,027.00</u>			
3658	LUTZCO INC					
		94480	58.48	01/04/2018	0038458-IN	ACTIVE THERMAL LINED
	LUTZCO INC Total		<u>58.48</u>			
3660	BADGER DAYLIGHTING CORP					
		94356	3,060.00	01/11/2018	AR00178657	SVC @ 1560 N 5TH AVE
	BADGER DAYLIGHTING CORP Total		<u>3,060.00</u>			
3680	ECESSA CORPORATION					
		94551	4,414.17	01/04/2018	0000082938	POWERLINK 350 SVC CONTRA
	ECESSA CORPORATION Total		<u>4,414.17</u>			
3698	GMS LABORATORIES INC					
		93292	1,472.00	01/11/2018	27615	SAMPLING TESTING

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	GMS LABORATORIES INC Total		<u>1,472.00</u>			
3710	James Wallace		40.00	01/11/2018	011018	REIMBURSE FOR FIT BIT PRJ V
	James Wallace Total		<u>40.00</u>			
3730	ICE MILLER LLP		3,772.05	01/11/2018	1498136	MATTER NO 14498.0007
	ICE MILLER LLP Total		<u>3,772.05</u>			
3734	Andrew Kidd		292.30	01/04/2018	122617	SAFETY BOOTS RED BACK BOI
	Andrew Kidd Total		<u>292.30</u>			
3787	VIKING BROS INC	56	1,040.51	01/04/2018	INV_2017-699	MISC CHEMICALS
	VIKING BROS INC Total		<u>1,040.51</u>			
3863	KOVILIC CONSTRUCTION CO INC	92823	72,952.85	01/04/2018	003	IL 31 CULVERT PRJ THRU 10/31
	KOVILIC CONSTRUCTION CO INC Total		<u>72,952.85</u>			
3867	HOOPER CORPORATION	92849	35,877.31	01/04/2018	11986-01	ELECTRIC OVERHEAD SERVI
	HOOPER CORPORATION Total		<u>35,877.31</u>			
3882	CORE & MAIN LP	94607	48.75	01/04/2018	I231760	INVENTORY ITEMS
		94454	781.68	01/04/2018	I232965	INVENTORY ITEMS
		94837	885.00	01/11/2018	I267519	INVENTORY ITEMS
	CORE & MAIN LP Total		<u>1,715.43</u>			
3886	VIA CARLITA LLC	94991	174.40	01/04/2018	19704	INVENTORY ITEMS
	VIA CARLITA LLC Total		<u>174.40</u>			
3928	DUPAGE COUNTY		10.00	01/11/2018	122717	NOTARY = M HOLLOWAY
	DUPAGE COUNTY Total		<u>10.00</u>			
3929	METOLLUS RIVER					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		94526	5,516.33	01/11/2018	1030	ROOKIE SIDKICK ELECTRIC
	METOLLUS RIVER Total		<u>5,516.33</u>			
3930	DRIVEN FENCE INC					
		94541	2,675.00	01/11/2018	100839	BARRIER GATE
	DRIVEN FENCE INC Total		<u>2,675.00</u>			
3932	EVOKE IDEA GROUP INC					
		94635	365.50	01/04/2018	17-3487	STOCK HOLIDAY MUSIC
	EVOKE IDEA GROUP INC Total		<u>365.50</u>			
3936	CORTLAND COMMUNITY					
		94712	300.00	01/04/2018	17044	CPR ALIGNMENT
	CORTLAND COMMUNITY Total		<u>300.00</u>			
9990007!	IMPRESSIONS IN STONE					
			26.30	01/04/2018	9565	ENGRAVED MODULINE PAVER
	IMPRESSIONS IN STONE Total		<u>26.30</u>			
		Grand Total:	<u>1,588,382.09</u>			

The above expenditures have been approved for payment:

_____	_____
Chairman, Government Operations Committee	Date
_____	_____
Vice Chairman, Government Operations Committee	Date
_____	_____
Finance Director	Date

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IA

Title:

Presentation of a Recommendation from Mayor Rogina to Appoint Louis Dries to the Housing Commission.

Presenter:

Mayor Raymond P. Rogina

Meeting: City Council

Date: February 5, 2018

Proposed Cost: \$

Budgeted Amount: \$

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

Request favorable consideration to appoint Louis Dries, Housing Commission with a term ending April 30, 2019.

Mr. Dries has lived in St. Charles since 1991. Married to Joan Dries since 1971. 4 Sons (One is a St. Charles Fireman), 13 grand children

Mr. Dries last position was Division Vice President, Supply Chain for the Nalco Chemical Co. Retired on April 30, 2011 after a 26 year career working at the Naperville Headquarters as well as the Sugar Land, TX divisional and Burlington, Ontario Canadian headquarters.

Consultant for Nalco and other companies chemical supply chain projects (2011 to 2018).

SCORE Mentor: Volunteer support for Fox Valley small business - start up and operational improvement.

President of the Belgian American Club of Chicago 2012 - 2017

Formed Belcanam LLC in 2011 primarily to invest in single home rental properties. (Mr. Dries owns 5 in St. Charles, 1 in Geneva)

Attachments (*please list*):

Resume attached.

Recommendation/Suggested Action (*briefly explain*):

Presentation of a Recommendation from Mayor Rogina to Appoint Louis Dries to the Housing Commission.

Louis J. Dries

1117 Thoroughbred Circle
St. Charles, IL 60174-5840

Profile

Semi - retired Supply Chain Executive with extensive experience in global Manufacturing & Logistics operations, infrastructure rationalization, operational excellence projects and ERP software implementations. Emphasis on reduction in cost of goods sold and delivery quality improvement through footprint adjustments, process reengineering, organizational improvements, training and personnel development. Global perspective and multilingual capability gained by living & working in Europe, Canada and USA.

Proven leadership abilities and demonstrated performance in:

- **Manufacturing Efficiency & Effectiveness / Integration**

Subsequent to the acquisition by Suez in 1999, a “new” Nalco was formed from the integration of the Nalco Chemical Co with Calgon, Aquazur and 6 other small chemical companies. I led a global team that evaluated worldwide production capacity available vs. needs and then directed the rationalization of the global network from 72 to 50 plants. Annual expense savings: \$20 million. Won 2nd Chairman’s award time for results delivered. Also won chairman’s award for the complete re-engineering of the Materials Management & Warehousing function at the flagship plant in Chicago in 1991.

- **Supply Chain Operational Excellence**

Core member of a global operational excellence team focused on supply chain re-engineering:

1. Completed worldwide distribution operations reviews and implemented inventory, warehousing and delivery improvement strategies on all continents. This project included Logistics training of local staff for continuance.
2. Successfully implemented ‘Zero Defect Delivery’ strategy a vital characteristic in chemical distribution. Build a private fleet (200+ power units) that provides quality, customized chemical delivery systems and consolidated activities with core carriers. Combined with rail to truck intermodal projects, this strategy also achieved freight cost reductions exceeding \$1.5 million in each of the last three years while reducing delivery incidents by over 80%
3. Developed a network of regional distribution centers that delight our customers with both reduced delivery cycle times and lower total logistics costs.
4. Supply Chain Leader for the Paper Division supporting their growth efforts through service improvement and cost of goods sold (product, packaging, freight) reduction.

- **ERP/ Information Systems**

2000-2006: Represented the Supply Chain on global SAP implementation steering committee.

1999: Successfully brought up SAP in all North American Logistics functions.

1992: Developed & implemented a Warehouse Management system. (Chairman's award #1)

1988: Project manager for BPCS Supply Chain modules in Canada. Supported France.

Professional experience

➤ **Independent Consultant (Post retirement) / SCORE Mentor** **May 2011 – Present**

- **Volunteer as a SCORE Mentor supporting small business in the Fox Valley**
- **Provide expertise for M & A and supply chain improvement projects.**
 - Transforming a Russian JV to western supply chain practices,
 - Supply Chain lead on major oil field chemical company merger
 - Global supply chain diagnostics review and improvement plan for a global specialty chemical company. Mentor new supply chain manager.
 - Training of plant managers on how to retrieve manager level financial and operational data from SAP and convert this data into actionable information.

➤ **NALCO Company, Naperville, Illinois**

Global leader in specialty chemicals used in water treatment, industrial processes and energy production. Sales: \$4.4 Billion. 12,000 employees

Division Vice President, Energy Services Division, Manufacturing & International Supply Chain

2009 – 2011
Retired 4/30/2011

Responsible for all Energy Services Division plants: USA 6, Canada 1, UK 1, Egypt 1. Scope: 500 employees, \$70 Million OPEX. Led efficiency improvements during 2009 recession and capacity debottlenecking during the 2010 – 2011 recovery. Initiated major expansion projects in Canada and Brazil. Build a blend plant in Egypt. Led supply chain operational improvement in Venezuela and West Africa.

Division Vice President, Manufacturing & Operations Planning **2000 – 2008**

Responsible for Manufacturing strategies, Global Operations Planning, Contract Manufacturing, Packaging Systems as well as direct responsibility for 9 North American blend plants.

Supply Chain Scope: Global production: 1 million+ tons / plants WW: 50 / employees: 2,000 / Operational Expense: \$ 237 Million / products: 3,609 / Freight \$140 Million / Returnable containers: 105,000 – OPEX \$40 Million / Contract Manufacturers: 80, OPEX \$80 Million

- In the role of SCBL (Supply Chain Business Liaison Leader) , supported the Paper Division growth and profitability objectives through cost reduction and delivery improvement.

- Directed a global C.O.G.S. (Cost of Goods Sold) reduction team.
Key teams:
 1. S&OP: Implementing Sales & Operations Planning to determine demand trends by continent / product chemistry type, justify capacity investment / reduction thereon.
 2. Global Resource Planning: Relocate production to optimum global source point.
 3. MUV: Minimize raw material losses and inputs in production
 4. Productivity: Use Lean / Kaizen and other techniques to improve plant productivity
 5. Packaging: rationalize package types and automate packaging processes
 6. Raw Material & Product Consolidation: Support R&D / Marketing / Procurement projects.
- Manage safe & efficient operations at 9 North American blend plants and 80 global toll manufacturers.
- Manage a fleet of 100,000 stainless steel PORTA-FEED containers.
- Manage tolling operations at global contract manufacturers.

Director, Logistics

1991 - 2000

Responsible for Customer Service, Packaging, Transportation and Warehousing of specialty chemicals shipped in rail tank cars, tank trucks and both truckload and LTL carriers.

Operational scope: personnel: 170, Volume: 1 billion + pounds, 200,000 orders, budgets: \$100 million.

- Led efforts to reduce delivery incidents by justifying and developing a private fleet (200+ +power units) that performs highest risk chemical deliveries and transfers.
- Selected, contracted and organized training programs for core carriers: 80+% incident reduction.
- Continuously reduced delivery expense by leveraging volumes through core carrier strategy and setting up regional trans loading, packaging & distribution centers.
- Achieved efficiency improvements in all operational aspects of a 105,000 returnable chemical container system: utilization, tracking, maintenance and reverse logistics.
- Implemented CMA Responsible Care principles by developing and implementing: an effective 24 hour emergency response system, risk management policies and procedures, carrier and warehouse evaluation systems, assuring regulatory compliance, storage / delivery procedures.
- Performed materials management and distribution reviews in 22 countries. Developed & implemented logistics improvement plans and performed APICS and Zero Defect Delivery training.
- Represented Logistics on acquisition teams to evaluate and integrate supply chain of acquisitions.
- Consolidated all international transportation activities with one forwarder.
- Led a team that totally reengineered all warehousing and materials handling functions at Nalco's largest plant. Achieved a 25% productivity improvement while reducing late and incomplete orders.
- Rebuild Customer Service function as part of SAP implementation change management.

Logistics Manager**Nalco Canada, Burlington, Ontario****1985 -1991**

- Created an integrated logistics organization from separate Purchasing, Customer Service, Transportation, Warehousing, Planning groups.
- Implemented the award winning ChemTrak delivery system.
- Led the implementation of the Manufacturing and Logistics modules of the BPCS enterprise wide information system.

➤ **Daymond Ltd, Mississauga, Ontario****1976 - 1985**

- Implemented productivity improvement programs as Plant Manager of aluminum extrusion factory
- Managed physical distribution activities for multi division manufacturer

• **Star Steel / Great West Steel Milton / Mississauga, Ontario****1970 – 1976**

- Transportation Manager (domestic and export) for construction steel company

➤ **Furness Withy/ Manchester Liners****Toronto, Ontario****1969- 1970**

- Export clerk for ocean carrier.

Personal

- **Family:** Married for 46 years to Joan, 4 sons, 13 grandchildren.
- **Languages:** fluent in English, German and French. Basic in Spanish and Dutch.
- **Education:** - Award winning graduate of Canadian Institute of Traffic and Transportation.
- Focused on continuous education by attending numerous courses & seminars.
- **Professional associations:**
 - SCORE Mentor
 - Active member of CSCMP (formerly Council of Logistics Management) 1991 - 2006
 - CMA Emergency Response Task group, Washington, DC 1996 - 1998
 - C.I.T.T., CCPA Logistics committees, CALM and CITL
- **Hobbies:** Bicycle riding, adventure travel
- **References:** available upon request

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IB

Title:

Resolution Abating a portion of the 2017 property tax heretofore levied for the City of St. Charles

Presenter:

Chris Minick, Finance Director

Meeting: City Council

Date: February 5, 2018

Proposed Cost: \$NA

Budgeted Amount: \$

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

At a prior meeting of the City Council, the property tax abatement for the City's outstanding General Obligation Bonds was approved. However, General Obligation Bond Series 2016B (The TIF refunding portion) was inadvertently omitted from the abatement. Therefore, we need to adopt the attached resolution abating the levy year 2017 property tax levy for General Obligation Bond Series 2016B (TIF Portion).

Attachments *(please list):***Abatement Resolution****Recommendation/Suggested Action** *(briefly explain):***Motion to Approve the Resolution Abating a Portion of the 2017 property tax heretofore levied for the City of St. Charles**

City of St. Charles, Illinois
Resolution No. 2018 - _____

**A Resolution 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 4th day of December, 2017, 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 2017; 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 Resolved 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:

PURPOSE OF LEVY	TAX LEVIED IN SAID ORDINANCE	AMOUNT TO BE ABATED	REMAINDER OF LEVY TO BE EXTENDED
GO Bond Series 2016 B (TIF)	<u>\$123,221</u>	<u>\$123,221</u>	<u>\$0</u>

Section 2. That forthwith upon the passage of this Resolution the City Clerk shall file a certified copy of this Resolution with the County Clerks to ascertain the rate necessary to produce the remainder of the tax heretofore levied and as shown herein above and to extend the same for collection on the tax books against all of the taxable property situated within the city in connection with other taxes levied in 2017 for general corporate purposes and other purposes shown above, and for 2017 such annual tax shall be computed, extended and collected in the same manner as now or hereinafter provided by law for the computation, extension and collection of taxes for general corporate purposes and other purposes shown above, and when collected such taxes shall be used solely for the purpose of paying each of aforementioned specific purposes.

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

NOW THEREFORE, be it resolved 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 February, 2018.

PASSED by the City Council of the City of St. Charles, Illinois, the

____ day of February, 2018.

APPROVED by the Mayor of the City of St. Charles, Illinois this

____ day of February, 2018.

Raymond P. Rogina, Mayor

ATTEST:

CITY CLERK

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

**CITY OF ST CHARLES
SPECIAL EVENT APPLICATION
THIS FORM MUST BE COMPLETED IN
FULL & SUBMITTED 90 or 30 DAYS PRIOR TO THE EVENT**



Permit No. 17-2096 Date of Meeting: _____ Revised date 06/07/2017

Name of the Event: Hops for Hope 5K Beer Run/Walk Date(s) of Event: May 19th 2018

Special Event Application – 90 Days

The Special Event Application is due to the City of St. Charles a minimum of ninety (90) days prior to the event if it requires closure of public streets, use of public parking lots, or the service of alcoholic beverages that requires a liquor license to be granted. The 90-day time period allows sufficient time to evaluate the request and provide a recommendation to the City Council for its consideration.

Special Event Application – 30 Days

The Special Event Application is due to the City of St. Charles, at a minimum, thirty (30) days prior to the event if it does not require closure of public streets, use of public parking lots, or the service of alcoholic beverages that requires a liquor license to be granted.

A copy of the Application and Funding of Special Events is attached for your information.

Special Event Submittal Check List

- **Special Event Application**
 - Section 1 – Task List and Due Dates –90 day or 30 day submittal
 - Section 2 – General Information
 - Section 3 – Permits
 - Section 4 – Site Plan and/or Route Map
 - Section 5– Emergency Phone Tree and Contact
 - Section 6 – Emergency Crisis Management Procedures
 - Section 7 – Retail Merchants
 - Section 8– Hold Harmless Agreement
 - Any outstanding funds owed to the City of St. Charles
- Application(s) for other permit(s) (See answers in Section 3)**
 - Outdoor Sales/Event Permit Application and Submittal Fee
 - \$65
 - Loudspeaker/Amplifier License Application and Submittal Fee
 - \$5 per day
 - Class E Liquor License Application and Submittal Fee
 - \$50 per day – E-1 (Not-for-Profit)
 - \$100 per day – E-2 (Special Civic Event)
 - Carnival License Application and Submittal Fee
 - \$30 each – Rides
 - \$20 each – Amusement Stands, Food Stands, Entertainment Shows, Other

If your event takes place in downtown St. Charles you are to complete an application through the St. Charles Downtown Partnership.

Would you like to be contacted by the Convention and Visitor's Bureau to help with your event?
(Finding event space, restaurants, caterers, suppliers, etc.)

Please mark Yes No

If you marked yes please let the Convention and Visitor's Bureau know the best way to contact you:

Phone: _____

Email: _____

Received: 12/20/2017

Fee Paid: \$ _____

Receipt # _____

Check # _____

SECTION 1 - TASK LIST AND DUE DATES

Use this form to determine the date each of these tasks needs to be completed. For tasks that do not apply, please mark "N/A" in the Due Date column. If the Due Date falls on a weekend or holiday, the Due Date becomes the next normal business day. However, this does not affect the other Due Dates, as they are only dependent on the date of the special event.

Task to be completed for Events that require <u>90 days</u> (All items due to City unless noted)	Days Due Before Event	Due Date
Date of the Special Event	- N/A -	5/19/18
If event takes place in downtown St. Charles you are to complete an application through the St. Charles Downtown Partnership.	120 days	1/19/18
Submit Special Event Application	90 days	2/19/18
Payment of any outstanding funds due to the City of St. Charles	At time of submittal	
Provide verification of organization legal status, i.e. NFP, Partnership, Corporation A copy of 501(C)3 document is to be submitted with application.	At time of submittal	
Submit Class E Liquor License Application	90-days	2/19/18
Submit Outdoor Sales Permit Application	90-days	2/19/18
Submit Loudspeaker/Amplifier License Application	90-days	2/19/18
Submit Raffle Permit Application (Kane & DuPage County)	At time of submittal	
Submit Carnival License Application	90 days	N/A
Submit Fireworks Permit Application	60 days	N/A
Submit Original Certificate of Insurance	21 days	4/28/18
Submit copies of other required permits	At time of submittal	
Emergency Phone Tree	At time of submittal	
Emergency /Crisis Management Procedures	At time of submittal	
Submit Listing of Participating Retail Merchants/Applicable Food Vendors to Finance Department using Pre-Defined Form in Excel format	14 days	5/5/18
Notify residents/businesses of special event	14 days	5/5/18

City Services Requested:			Comments
Police	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	1 Police for the crossing of Route 31 + 1 Officer for Beer Tent
Fire/EMS	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
EMA	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Public Services	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Believe they are needed for fencing set-up - PARK DIST
Electric	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If possible for food vendors - PARK DIST
Water	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If possible for food vendors - PARK DIST
Other:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

SECTION 2 – GENERAL INFORMATION

Permit No. 17-210996

Name of Event: Hops for Hope 5K Beer Run/Walk

Type of Event: Parade Walk/Run/Bike Festival Other

Location of Event: Mount Saint Mary Park

Date(s) of Event: 5/19/18 Hours of Event: 10 am to 3 pm Estimated Attendance: 1,000

Event Website: www.projectmobility.org

Purpose of the event: Project Mobility is hosting our first 5K run to bring awareness to the local community on adaptive cycling and to raise funds to bring the freedom of mobility to those who may not have had the chance!

Name of sponsoring organization(s): Project Mobility

Please list the organization's legal status (i.e. **NFP**, Partnership, and Corporation) : **A copy of the 501(C)3 document is to be submitted with application.**

(Documentation will need to be submitted providing status)

Type of Entity	Check Box that Applies	City Supporting - Existing Event	City Support - New Event
Governmental Entity		100%	100%
Private/For Profit Entity		0%	0%
Non-Governmental/Non-Profit Entity	<input checked="" type="checkbox"/>	50%	0%

Contact person from sponsoring organization: Katherine Simmons

Organizer address: 2930 Campton Hills Road

City: St. Charles State: IL Zip: 60175

Home Phone: N/A Cell Phone: 630-464-2991 E-mail: katherine@projectmobility.org

Second contact person (emergency): Tammy Simmons Phone: 331-442-0179

Is this an annual event? YES NO If yes, please provide event date(s) for next year: _____

If the event is a recurring event, please state any problems and/or incidents that have occurred in past years, such as sound amplification, neighborhood parking complaints, etc.

There were no problems/incidents that occurred.

What, if anything, are you doing to rectify the problem(s)?

N/A

SECTION 3 - PERMITS

Will you be having a fireworks display are your event? YES NO

If yes, you have to submit a **Fireworks Permit Application** sixty (60) days prior to the event. Please contact the St. Charles Fire Department to complete the application.

Does your event include the use of a tent? YES NO

If yes, you must submit an **Outdoor Sales Permit Application** ninety (90) days prior to the event. Please visit www.stcharlesil.gov, or contact Building and Code Enforcement to obtain an outdoor sale permit application.

Will you be using speakers and/or sound equipment at your event? YES NO

If yes, you must submit a **Loudspeaker/Amplifier License Application** ninety (90) days prior to the event. Please visit www.stcharlesil.gov, or contact the Mayor's Office to obtain a loudspeaker/amplifier license application.

Are you holding a raffle at your event? YES NO

If yes, you may have to submit a **Raffle Permit Application**. For the raffle permit application for Kane County, please visit www.co.kane.il.us/COC, or contact the Kane County Clerk's Office at 630.232.5950. For the raffle permit application for DuPage County, please visit http://www.dupageco.org/countyclerk/generic.cfm?doc_id=631 or contact the DuPage County Clerk's Office at 630-407-5500.

Will you serve alcohol at your event? YES NO

If yes, you must submit **Class E Liquor License Application** ninety (90) days prior to the event. Please visit www.stcharlesil.gov, or contact the Mayor's Office to obtain a Class E liquor license application.

Will there be amusement rides at the event? YES NO

If yes, you must submit **Carnival License Application** ninety (90) days prior to the event. Please visit www.stcharlesil.gov or contact the Mayor's Office to obtain a carnival license application.

Will you serve food at your event? YES NO

If yes, please indicate the number of vendors Approx. 4

Note: A list of food vendors must be submitted prior to the inspection of your event.

Are you requesting the use of any other city-owned property, i.e. parking lots, etc.? YES NO

If yes, please indicate the property that you are requesting to use.

Parking garage off of First Street, parking lot off of Second Street and Illinois for extra parking spaces

Would you like to request the closing of city streets? YES NO

If yes, please fill in the following information or submit a route map along with this application:

STREET	FROM	TO	DATES	TIMES
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Does your event require the use of city sidewalks? YES NO

Does your event require temporary electric service? YES NO

- If yes, please indicate location(s) electric is needed on next sheet.

Does your event require temporary water/hydrant meter? YES NO

- If yes, please indicate locations(s) for hydrant meter(s) on next sheet.

SECTION 4 - SITE PLAN AND/OR ROUTE MAP

Please use the space below to illustrate the layout for your event. If you need additional space, please attach a separate sheet.

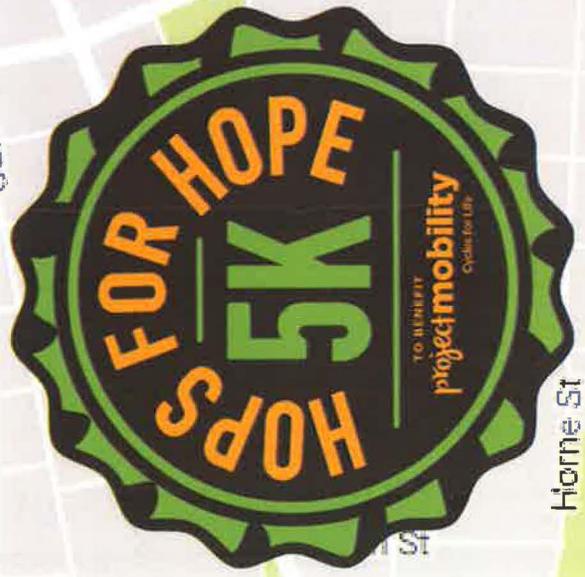
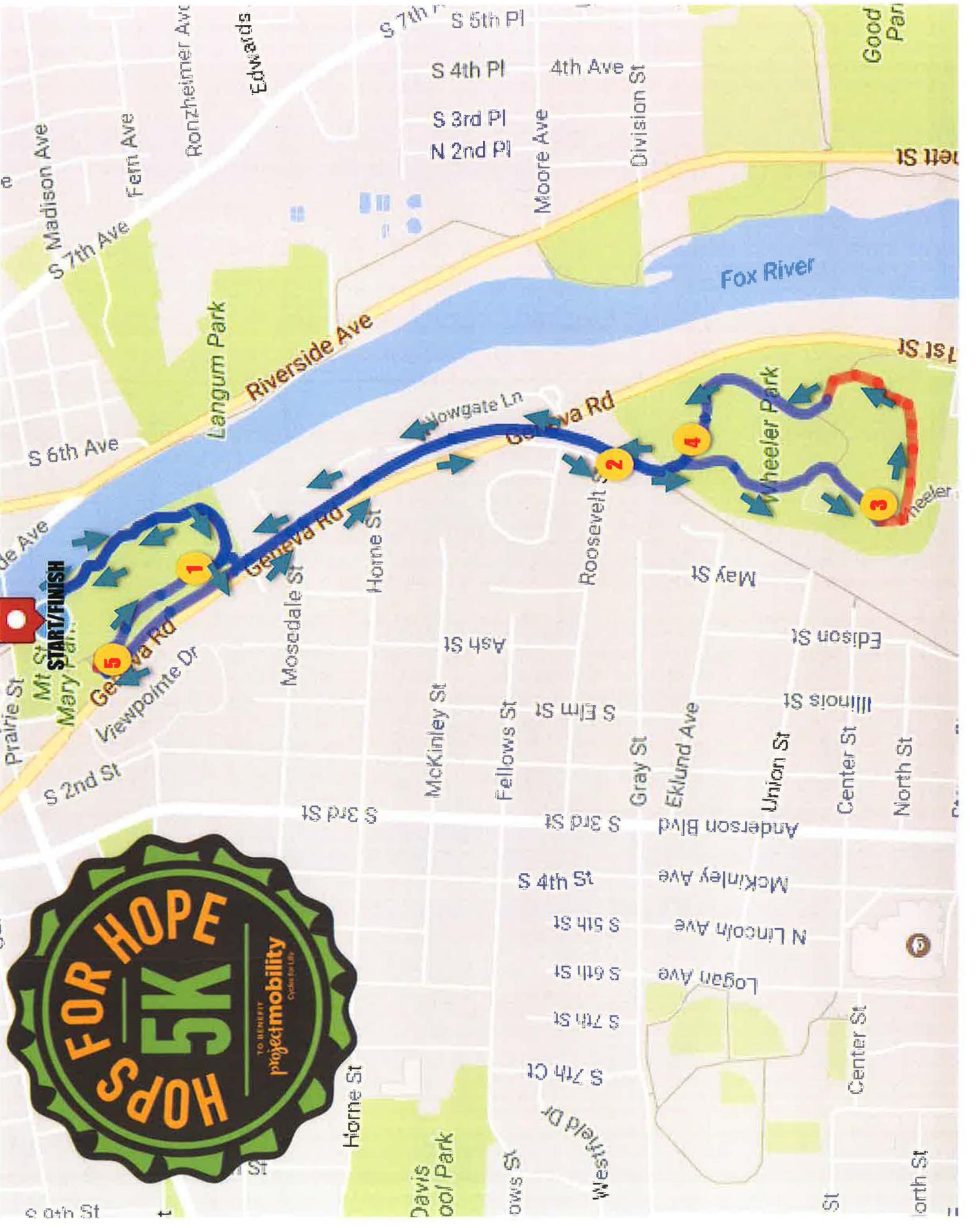
*See attached sheet

See attached sheet

If applicable, the following must be included:

Location of food vendors (FV)
Location of beverage vendors (BV)
Location of garbage receptacles (G)
Location of toilets (T)
Location of hand washing sinks (HWS)
Location of retail merchants (RM)
Location of First Aid (FA)

Location and number of barricades (B)
Location of fire lane (FL)
Location of fire extinguishers (FE)
Public entrances and exits (PE)
Location of sound stages and amplified sound (S)
Location of residential streets surrounding events
Electric (E)
(Hydrant Meter (H20))



Section 5 – Emergency Phone Tree

Please use the space below to illustrate the Emergency Phone Tree for your event or submit a separate form detailing your Emergency Phone Tree. If you need additional space, please attach a separate sheet.

Event Title Hops for Hope 5K Beer Run/Walk **Date(s) of Event** 5/19/18

Emergency Contact Information

Primary Contact: Katherine Simmons **Secondary Contact:** Tammy Simmons

Title: Event Director **Title:** Director of Development

Phone No: [REDACTED] **Phone no.:** [REDACTED]

Tertiary Contact: Melissa Burke **Operations Manager:** Hal Honeyman

Title: Administrative Assistant **Title:** Executive Director

Phone No: [REDACTED] **Phone no.:** [REDACTED]

Site Managers and miscellaneous contacts

Location: _____ **Location:** _____

Date(s): _____ **Date(s):** _____

Name: _____ **Name:** _____

Phone # _____ **Phone #:** _____

Location: _____ **Location:** _____

Date(s): _____ **Date(s):** _____

Name: _____ **Name:** _____

Phone # _____ **Phone #** _____

Location: _____ **Location:** _____

Date(s): _____ **Date(s):** _____

Name: _____ **Name:** _____

Phone #: _____ **Phone #** _____

Section 6– Emergency or Crisis Management Procedures

Please submit your Emergency or Crisis Management Procedures for your event or use the provided example. If you need additional space, please attach a separate sheet.

Emergency/Crisis Management Procedures

1. In the case of any incident, accident or anything deemed “out of the ordinary” (including inclement weather and its potential affects on patrons, property and/or equipment).
Project Mobility has designated Melissa Burke with the responsibility of being the CRISIS MANAGER (CM). This position will empower the designated person to make decisions on behalf of Project Mobility, coordinate with local authorities for an action plan and to make any statements to the press (if applicable).

2. In the case of any incident, accident or anything deemed “out of the ordinary” (including inclement weather and its potential affects on patrons, property and/or equipment) ALL Project Mobility staff will be instructed to:
 - a. Act as quickly and professionally as possible;
 - b. To contact their immediate supervisor and/or the on-site Melissa Burke management representative;
 - c. Have as much factual information available as possible – not to speculate as to the cause of the incident, accident, etc., unless requested by the CM;
 - d. Follow the directions of the immediate supervisor and/or the on-site Melissa Burke management representative explicitly;
 - e. Recommend that people leave the area first, or at the very least go to their vehicles. If unable to evacuate (staff, disabled, families, etc.) use the lower levels of the parking decks. (West Side, Walnut Street & 1st Street), (East Side, Walnut Avenue & 3rd Avenue). In the event of Tornado Warnings on Saturday and Sunday, Park District staff will open the Pottawatomie Park Community Center so people can seek shelter there, if desired;
If at a location with food, vendors and/or ride operators: turn off all power, gas and grills so unattended energy sources do not catch on fire.

3. These steps should be taken immediately following any incident/accident:
 - a. Get medical help to the parties involved (if applicable);
 - b. Work with sound/announcer, lighting, etc. to inform the patrons of necessary information and/or divert the patron’s attention;
 - c. Resume scheduled activity as soon as possible (subject to #5 below);
 - d. Call the police or other authorities and report any accident;
 - e. Identify witnesses to the incident to obtain statements if necessary;
 - f. Contact a Site Manager for an Incident Report.

4. The CM will communicate to all staff, volunteers, and other personnel that all communication with the press, police, or any other authority will be handled solely by the CM. Police may request information from event personnel and everyone associated with

Project Mobility will cooperate with the police department. We will not interfere with police investigations and/or action plans and we will provide the police with materials available upon their request. Any and all materials requested should not be given out until copies of all information can be reproduced for Project Mobility.

5. The CM will consult with the local authorities. If it is determined conditions are so extreme the festival cannot continue, the CM will consult with Melissa Burke to discuss alternatives.
6. An official statement will be written and given to the CM as soon as it can be formulated by Project Mobility management. No personnel or staff should offer any information to any media other than the provided statement. No media questions should be answered unless otherwise instructed.
7. Always remember to follow these guidelines:
 - a. Keep as cool and calm as possible;
 - b. Cooperate fully with the authorities. Be as accurate as possible, don't speculate with anyone, including Project Mobility personnel;
 - c. Direct any and all media questions to CM, and only read official statements prepared by Project Mobility Management;
 - d. Use common sense. Think before you act, and always be professional;
 - e. Fill out a Festival Incident Report as accurately as possible;
 - f. Get a copy of the Incident Report from the police and a report from the hospital (if applicable).

Additional Notes:

SECTION 7 – RETAIL MERCHANTS

It is the responsibility of the event organizer to ensure that all participating retail merchants are properly collecting, reporting and filing City sales taxes from sales generated at the event, in accordance with State Statutes. The City’s current sales tax rate is 8%. Sales tax collections and forms are to be submitted to the State and not the City. For further information on how and where tax payments are to be submitted, please contact the Illinois Department of Revenue Registration Office at 1-800-732-8866.

Please answer the following question regarding the use of retail merchants in conjunction with your event:

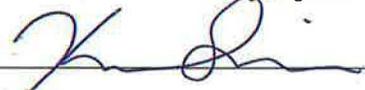
Will your event include:

- Merchants selling retail merchandise? YES: _____ NO:
- Food and/or beverages for immediate consumption? YES: NO: _____

If no, no further action is necessary.

If yes to either, you must provide a list of all participating vendors, including business name, address and State IBT number to the City’s Finance Department within 14 days of the event. A sample form in Excel format will be emailed to the event organizer’s email address. In addition, you must read and sign the following certification:

I understand that it is my responsibility to ensure that all retail merchants and/or food and beverage vendors participating in this event are aware of the rules and requirements for properly collecting and remitting any City sales taxes generated from sales at this event. I will provide the City with a complete listing of all merchants, including their name, address and State IBT number, within 14 days of the event.

Signature:  _____

Date: 12/19/17 _____

Name: Katherine Simmons _____

Title: Event Director _____

SECTION 8 – INDEMNIFICATION/HOLD HARMLESS

In consideration of the City of St. Charles permitting the Project Mobility
(name of organization)
 (“Organization”) to conduct Hops for Hope 5K (“Event”), the Organization
(name of event)
 recognizes, acknowledges and assumes any and all risks arising from or in any way
 related to the Event.

To the fullest extent permitted by law, the Organization hereby agrees to defend,
 indemnify and hold harmless the City of St. Charles, its officers, officials, employees and
 agents from and against all injuries, deaths, losses, damages, claims, suits, liabilities,
 judgments, cost, and expenses (including all attorney’s fees and costs), arising from, or
 resulting from or in any way related, directly and/or indirectly to the Event, except that
 arising out of the sole legal cause of the City of St. Charles, its officers, officials,
 employees and agents.

The Organization shall, at its own expense, appear, defend and pay all charges of
 attorneys and all costs and other expenses arising there from or incurred in connection
 therewith, and, if any judgment shall be rendered against the City of St. Charles, its
 officers, officials, employees and/or agents, in any such action, the Organization at its
 own expense shall satisfy and discharge same.

The invalidity of any provision(s) of this INDEMNIFICATION/HOLD
 HARMLESS or unenforceability of any of its provisions shall not affect the validity or
 enforceability of the remainder of this INDEMNIFICATION/HOLD HARMLESS.

The Organization and the authorized signatory below warrant and represent that
 the authorized signatory below has full authority to execute and submit this application,
 including, but not by way of limitation, the INDEMNIFICATION/HOLD HARMLESS

provisions contained herein.

The Organization and the authorized signatory below agree to inform the City of St. Charles of any changes in the application at least thirty (30) days prior to the event.

Project Mobility
(Name of Organization)

12/19/17
(Date)

by [Signature]
Authorized Signatory

Signed and sworn to before me this 19th day of December, 2017

[Signature]
Notary Public



All applications must be signed and notarized.

After submitting all forms, your application will be reviewed by City staff. All departments that will be involved in providing services or permits for the event will be notified. **Please do not assume that all aspects of the event will be approved. You may be asked to make some changes to your plan based on the availability of services and scheduling of other events.**

The City of St. Charles reserves the right to cancel any event at any time for reasons deemed necessary by the City Council and/or City Administrator.

Deliver All Completed Items to:
City of St. Charles
Attn: Building & Code Enforcement
2 E. Main Street
St. Charles, IL 60174

For Office Use
 Received: 1-5-2018
 Fee Paid: \$50
 Receipt #354 119

NON-REFUNDABLE

CITY OF ST. CHARLES

TWO EAST MAIN STREET
 ST. CHARLES, ILLINOIS 60174-1984



Project Mobility

CITY LIQUOR DEALER LICENSE APPLICATION
CLASS E1 – NOT-FOR-PROFIT LICENSE
CLASS E3 – KANE COUNTY FAIR

Pursuant to the provisions of Chapter 5.08, Alcoholic Beverages, of the City of St. Charles Municipal Code regulating the sale of alcoholic liquors in the City of St. Charles, State of Illinois and all amendments thereto now in force and effect.

The undersigned hereby makes application for a Liquor Dealer License, Class E1 – Not-For-Profit License or E3 – Kane County Fair
 Commencing 5/19/18 and ending 5/19/18
 Time Starting 12:00 PM and ending 3:00 PM
 Location of Event Mount Saint Mary Park

Name of Business Project mobility
 Address of Business [REDACTED]
 Is the Applicant a Not-For-Profit Organization? Yes 50-0193832
 Authorized Agent Katherine Simmons Title Event Director
 Has Applicant had a Class E1 License in the previous 365 days? Yes If YES, on what date: 5/20/17
 Does Applicant have Dram Shop Insurance? Yes If YES, attach evidence of insurance.
Yes, full liquor liability endorsement
have

Requirements of a Class E1 / E3 – Not-For-Profit License

1. The Class E1 license fee is \$50.00 per day.
2. A minimum of three (3) liquor supervisors shall monitor liquor service during all times of operation. **Please provide a list of all supervisors with this application.**
3. Liquor supervisors shall be members of the organization holding the license.
4. Beer and/or Wine are the only alcoholic beverages to be sold.
5. Hours are restricted to 12 noon to 11:00 p.m.
6. Licensee must rope/fence off the licensed premises.
7. Are children/minors permitted in the licensed premises? Y/N
8. Each patron **must wear a wristband** after having identification checked for legal alcohol consumption age.
9. A sign limited beer and/or wine consumption to the roped off area must be conspicuously displayed at all times.
10. **Each server of alcohol must be BASSET certified – need copy of BASSET certification.**
11. A copy of site plan diagram to include roped area shall accompany this application.
12. All security/police resources needed shall be attached to this application with approval of the Chief of Police before final issuance by Liquor Commissioner.

Affidavit

State of Illinois)
 County of Kane)

I/We, the undersigned, being first duly sworn, say that I/we have read the foregoing application and that the statements therein are true, complete, and correct and are upon my/our personal knowledge and information and are made for the purpose of inducing the City of St. Charles to issue the Liquor Dealer License, Class E1 to me/us for the location hereinbefore indicated; that I/we will not violate any of the laws of the United States, the State of Illinois or the City Ordinances of the City of St. Charles.

Signed: [Signature] Signed: _____
 Sworn to before me this 5th day of January, 2018.
 Notary Public Peggy Montgomery



ENDORSEMENT OF THE LIQUOR CONTROL COMMISSIONER

Approved: _____ Date: 1-19-18 Chief of Police: [Signature]
 Approved: _____ Date: _____ Liquor Commissioner: _____

CITY OF ST. CHARLES
TWO EAST MAIN STREET
ST. CHARLES, ILLINOIS 60174-1984



DEPARTMENT: BUILDING & CODE ENFORCEMENT

PHONE: 630.377.4406

FAX: 630.443.4638

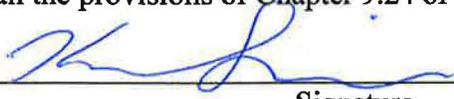
LOUDSPEAKER/AMPLIFIER LICENSE APPLICATION

Important: this application must be fully and accurately complete.

1. License term: FROM 5/19/18 TO 5/19/18 Number of Days 1
2. Applicant is: Corporation Partnership Individual
3. Applicant's Name Project Mobility Telephone # 630-464-2991
D/B/A _____
Address [REDACTED] City/State/Zip St. Charles, IL 60175
4. Device Owner's Name Matt Keen Telephone # [REDACTED]
Address NOT SURE ~ CAN CHECK City/State/Zip NOT SURE ~ CAN CHECK
5. Device(s) to be used, specific to power amplification (wattage) and output:
NOT SURE ~ CAN CHECK
6. Area where device(s) is/are to be used:
MOUNT SAINT MARY PARK
7. Amplification system will be used for:
 Music
 Public Speaking (Awards)
 Other (describe) _____
8. If used for music, what type (include name of artist/band if applicable):
Bebe! Soul Revival ~ ORIGINAL ROCK and ROLL

9. Time of day device(s) is/are to be used: 1:00 pm - 3:00 pm

By signing this application, the applicant agrees to all the provisions of Chapter 9.24 of the City of St. Charles Municipal Code.

Applicant 
Signature

The fee for such a license will be \$5.00 per day, payable when the application is submitted for review. The city's police chief will reserve the right to review the application, and in conjunction with the Public Health and Safety Committee, either approve or deny the license request.

Approved: _____

Denied: _____

by: _____
Chief of Police

For Office Use

Date Received _____ Fee Paid 5.00 Receipt No. _____ Permit No. _____

**MINUTES
CITY OF ST. CHARLES
GOVERNMENT OPERATIONS COMMITTEE
MONDAY, JANUARY 8, 2018**

1. Call to Order

The meeting was convened by Chairman Bancroft at 7:10 pm.

2. Roll Call

Members Present: Chair Bancroft, Ald. Stellato, Silkaitis, Payleitner, Lemke, Turner, Gaugel, Vitek, Bessner, Lewis

3. Omnibus Vote

- a. Budget Revisions – December, 2017

Motion by Ald. Turner, second by Lemke to approve the omnibus item.

Voice Vote: Ayes: Unanimous; Nays: None. Chrmn. Bancroft did not vote as Chairman.

Motion Carried.

4. Administrative

- a. Video Gaming Statistics – Information Only

5. City Administrator

- a. Recommendation to approve an Ordinance Amending Title 1 “General Provisions,” Chapter 1.28 “Wards,” Section 1.28.010, “Generally”, Section 1.28.020, “First Ward Established”, Section 1.28.030, “Second Ward Established”, Section 1.28.040, “Third Ward Established”, Section 1.28.050, “Fourth Ward Established”, and Section 1.28.060, “Fifth Ward Established” of the St. Charles Municipal Code.

Mark Koenen: This is a clean-up item on the agenda. We noticed that the legal description in the municipal code didn’t match the pictures. We deleted the description and decided to just go with the pictures. The maps are visually understandable by anyone who can read a map. Unless there are any questions, updates or corrections I would request a motion to take to Council for final approval.

Motion by Ald. Turner, second by Vitek to recommend approval of an Ordinance Amending Title 1 “General Provisions,” Chapter 1.28 “Wards,” Section 1.28.010, “Generally”, Section 1.28.020, “First Ward Established”, Section 1.28.030, “Second Ward Established”, Section 1.28.040, “Third Ward Established”, Section 1.28.050, “Fourth Ward Established”, and Section 1.28.060, “Fifth Ward Established” of the St. Charles Municipal Code.

Ald. Lewis: Do you have to go through the County at all to make sure we’re on the same page with their mapping?

Mark Koenen: We would need to coordinate that pursuant to our code revision. When that’s completed we will certainly reach out to the County Elections Office.

Voice Vote: Ayes: Unanimous; Nays: None. Chrmn. Bancroft did not vote as Chairman.

Motion Carried.

6. Police Department

- a. Recommendation to approve a Resolution and Amplification Equipment for the 2018 St. Patrick's Day Parade.

Chief Keegan: The parade will take place on Saturday, March 10, 2018. The street closures and associated materials are in your packets. As is customary we need a resolution to request the closure from IDOT and we will be using amplification.

Motion by Ald. Stellato, second by Gaugel to recommend an approval of a Resolution and Amplification Equipment for the 2018 St. Patrick's Day Parade.

Voice Vote: Ayes: Unanimous; Nays: None. Chrmn. Bancroft did not vote as Chairman.

Motion Carried.

7. Finance Department

- a. Recommendation to approve a Resolution Abating a Portion of the 2017 Property Tax Heretofore Levied for the City of St. Charles.

Chris Minick: As the Committee is aware the City has a long standing practice of abating and removing the debt portion of the City's property tax levy pertaining to its general obligation bonds on an annual basis. Seeking this action results in the removal of millions of dollars from the City's property tax levy, the resulting principal and interest payments for the City's general obligation bonds are then made from the general revenue stream of the City of St. Charles.

In December, as part of the property tax levy presentation the Committee will recall staff expressed its intent to continue the practice for the 2017 tax levy year, to be collected by the City in calendar year 2018. As a result of that resolutions are included in the packet to remove approximately \$7.329M from the City's 2017 property tax levy related to the general obligation bonds we have outstanding. If approved this would result in an operating levy and property tax levy of \$12,055,117. As the committee is aware this will mark the 9th straight year that the levy will be frozen at that amount. Staff does recommend approval.

Motion by Ald. Stellato, second by Silkaitis to recommend approval of a Resolution Abating a Portion of the 2017 Property Tax Heretofore Levied for the City of St. Charles.

Voice Vote: Ayes: Unanimous; Nays: None. Chrmn. Bancroft did not vote as Chairman.

Motion Carried.

- b. Presentation Update Regarding the City's Preliminary Financial Results for 2nd Quarter ending October 31, 2017.

Chris Minick: Also included in the packet is the 2nd quarter operating results for the City for the period ending October 31, 2017. The forecasted results for the FY ending in April are not significantly different than the expectations than the budgeted amounts we've had. Generally the revenues among the 4 major operating funds, the general fund, the operating fund, the water fund and the waste water fund are running anywhere from approximately .5% - 2% below budget. However, our expenditure levels for those same 4 funds are actually running from 1% - 3% below budget as well. This results in better than budgeted operating results for

the fiscal year. The general fund is seeing some impacts from some actions that the State has taken related to the budget the State passed in July of 2017. As you recall there was a 10% reduction to income tax revenue the State distributes to the municipalities. That has roughly a \$330,000 impact to the City of St. Charles on an annual basis. Additionally, the State imposed a 2% administrative collection fee on certain taxes collected on behalf of municipalities. In the City's case that actually applies to our Home Rule Sales Tax that has roughly \$110,000 impact on the City on an annual basis. Currently we're forecasting that the general fund will end the FY with about \$196,000 deficit as of October 31, 2017. If the State had not enacted those reductions we would actually be seeing about \$120,000 surplus. We are seeing some impacts from the action the State took.

Additionally, our utility funds are seeing the impacts of a cooler weather summer experienced in 2017. That's the reason for a lot of the revenues coming in under the forecasted budget. Staff recommends the acceptance of the report.

Ald. Turner: This is half way through the budget. Some of these figures could fluctuate.

Chris Minick: Yes. They will fluctuate as we go through the year. Our third quarter ends at the end of January and I'll be making another presentation.

Ald. Lemke: That adjustment by the State to reduce our share of tax collected; is that a 6 month effect that we're seeing, or is that for the entire budget year.

Chris Minick: We're seeing it for about 10 months of our fiscal year. The State's fiscal year ends June 30, ours ends April 30 there is a 2 month difference. I should also mention that the 10% reduction in the income tax revenue is anticipated to be a one year reduction only at this point.

Ald. Lemke: So what we're seeing is maybe 4 months of that out of 6, and then the next fiscal year for the City there will be 2 more months of that.

Chris Minick: Exactly.

Ald. Payleitner: This is the quarterly report; it's nothing new, the opening paragraph I read as if it was something new, but it isn't, right?

Chris Minick: No, we've been doing this for several years.

Ald. Payleitner: Also, it's been made available to all City employees as well?

Chris Minick: Yes, it's been posted on iNet.

Ald. Payleitner: Good, thank you.

Motion by Ald. Stellato, second by Silkaitis to recommend approval of the Presentation Update Regarding the City's Preliminary Financial Results for 2nd Quarter ending October 31, 2017.

Voice Vote: Ayes: Unanimous; Nays: None. Chrmn. Bancroft did not vote as Chairman.

Motion Carried.

8. Information Systems

- a. Recommendation to authorize staff to award MCC Innovations (MCCi) and annual contract for Laserfiche support and maintenance for \$26,748.

Michael Drake: I'm here tonight seeking recommendation to authorize City staff to award MCC Innovations (MCCi) a contract for Laserfiche quarterly maintenance. Laserfiche is the electronic document management system used by the City for archiving documents. It provides workflow tools which are used by several business processes for document review and approval, and has electronic capabilities which are currently being utilized.

Important maintenance for the City's Laserfiche implementation are being provided by MCCi at this point. This includes phone and remote desktop technical support for the software, as well as assistance with our custom work flows, and third party integration for the software. The maintenance portion provides the City with the ability to upgrade the software without having to repurchase licenses. MCCi also provides a service of fully testing and advising if an upgrade has been performed and what issues the upgrade resolves prior to the upgrade being installed on the network. MCCi is to provide services to the effective level set forth by both Laserfiche software to the City with above average technical support and response time. The base cost for support and maintenance has remained stable since last the agreement last year, only increasing because of the purchase of additional licenses.

Motion by Ald. Stellato, second by Silkaitis to Recommend approval to authorize staff to award MCC Innovations (MCCi) and annual contract for Laserfiche support and maintenance for \$26,748.

Voice Vote: Ayes: Unanimous; Nays: None. Chrmn. Bancroft did not vote as Chairman.

Motion Carried.

Motion by Ald. Lemke, second by Silkaitis to enter into executive session to discuss land acquisition under Property Acquisition at 7:22 pm.

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

9. Executive Session

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- 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)

Motion by Ald. Stellato, second by Turner to come out of executive session 8:51 pm.

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

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

11. Adjournment

Motion by Ald. Stellato, second by Turner to adjourn the meeting at 8:52 pm.

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

:tc

**MINUTES
CITY OF ST. CHARLES
GOVERNMENT OPERATIONS COMMITTEE
MONDAY, JANUARY 22, 2018**

1. Call to Order

The meeting was convened by Vice-chairman Turner at 7:34 pm.

2. Roll Call

Members Present: Vice-chairman Turner, Ald. Silkaitis; Payleitner, Lemke, Bessner, and Lewis (via phone)

Members Absent: Ald. Stellato, Bancroft, Gaugel, Vitek

3. Omnibus Vote - None

4. Administrative

- a. Video Gaming Statistics – Information Only

Ald. Silkaitis: There was an establishment on here that was denied. I've never seen that before. Why was that?

Chief Keegan: That was not denied by the City of St. Charles that was denied by the Illinois Gaming Authority. I don't know the reason. They hear applications twice a month. That particular application was sitting in que for an extended period of time. I don't know if the applicant withdrew or was denied.

5. Police Department

- a. Recommendation to Approve a Proposal for a New Class E-1 Temporary Liquor License for a "Special Event" – "Hops for Hope 5K" to be held at Mt. Saint Mary Park – May 19, 2018.

Chief Keegan: This is the second annual event for Hops for Hope, an E-1 License non-for-profit, that would be carried by Hops for Hope. All the alcohol will be donated by local distributors and dispensed and served by Catherine's staff that are all BASSETT certified. This special event was heard earlier this evening at the Liquor Control Commission meeting and advanced with a 3 – 0 vote; Ald. Vitek was not in attendance. The information is outlined in your packets. It meanders through Mt. St. Mary's Park into Wheeler Park, with various stops along the way. All proceeds from this event benefit Project Mobility. It was very well attended last year and very well run.

Catherine Simmons: I'm the event director of Project Mobility.

Vice-chairman Turner: Were there any problems last year, here or in Geneva?

Catherine Simmons: No.

Chief Keegan: We helped with crossings along Geneva Road, and Rt. 31, the alcohol consumption was very orderly. They were anticipating 100 participants, they had 400. It was

very well attended, didn't get any complaints.

Ald. Payleitner: Last year I was skeptical because it was an unproven event. Congratulations on having a great event. I'll happily be voting for this event this year.

Catherine Simmons: Thank you.

Motion by Ald. Silkaitis, second by Payleitner to recommend approval of a Proposal for a New Class E-1 Temporary Liquor License for a "Special Event" – "Hops for Hope 5K" to be held at Mt. Saint Mary Park – May 19, 2018.

Roll Call: Ayes: Bessner, Silkaitis, Payleitner, Lemke; Nays: Lewis; Absent: Stellato, Bancroft, Gaugel, Vitek. **Motion Carries.**

- b. 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 9, 2018 from 12:00 pm to 5:00 pm.

Chief Keegan: This is a third annual event. The previous two events were held on the same weekend of Swedish Days. The petitioner is asking to change the event to coincide with our Riverfest which as you know the last few years has been scaled down. They are hoping to draw some of the participants from the boat races over to Lincoln Park. There has been some concerns in previous years about this wrapping up before the evening mass at St. Patrick's Church. I'm happy to report that hasn't been a problem. Attendance has been outstanding, it's very well run. The Park District does not allow alcohol to be sold on Park District property, only consumed, the presales take place either via the web or at an outside location away from the park. Both Alessandro and Paula are here to answer any questions.

Motion by Ald. Lemke, second by Silkaitis to recommend approval of a Proposal for a Class E1 Liquor License for St. Charles Breakfast Rotary Club to be held at Lincoln Park, St. Charles on June 9, 2018 from 12:00 pm to 5:00 pm.

Roll Call: Ayes: Bessner, Lewis, Silkaitis, Payleitner, Lemke; Nays: None; Absent: Stellato, Bancroft, Gaugel, Vitek. **Motion Carries.**

- c. Recommendation to Approve a Proposal for a New Class E-2 Temporary Liquor License for a Special Event, "McNally's St. Patrick's Day Party" to be held on March 17, 2018 at 1st Street Plaza.

Chief Keegan: This event is the first annual. It's similar to Unwind Wednesday's where we close 1st Street Plaza. In years past some adjoining business have joined McNally's, this year McNally's is asking to have consumption hours from 11 am – 11 pm on St. Patrick's Day. This advanced from the Liquor Control Commission with a 3 – 0 vote. It's important to note that the St. Patrick's Day parade for the City is the week before, on March 10. St. Patrick's Day does fall on a Saturday; weather permitting Mr. Headly would like to take advantage of a possible larger crowd and utilize the same concept for Unwind Wednesday's. It would close down the Plaza with perimeter fencing, 5 or 6 security officers would credential folks with wristbands and

make sure that alcohol stays within the fenced in perimeter.

Ald. Payleitner: The Unwind Wednesday's events were very well managed and attended. I know that Mr. Clark was very hands on. I'm trusting he passed the baton on to you and you will be just as diligent. That was really critical for me.

Colm Headly: Mr. Clark will be helping us out and should be there.

Ald. Lewis: Are you also going to have amplification?

Colm Headly: Yes, from 2 pm – 5 pm.

Ald. Lemke: Do these applicants have to present new every year? How does that work?

Chief Keegan: Any of our E licenses are special event licenses and are not renewed like typical liquor licenses ; each would be a new license.

Motion by Ald. Silkaitis, second by Lemke to recommend approval of a Proposal for a New Class E-2 Temporary Liquor License for a Special Event, "McNally's St. Patrick's Day Party" to be held on March 17, 2018 at 1st Street Plaza.

Roll Call: Ayes: Bessner, Lewis, Silkaitis, Payleitner, Lemke; Nays: None; Absent: Stellato, Bancroft, Gaugel, Vitek. **Motion Carries.**

6. Finance Department

- a. Presentation of the Service Agreement and Funding for the History Center for FY 2018-2019.

Chris Minick: As the Committee is aware groups receiving more than \$25,000 in City funding on an annual basis are required to make a presentation before the Government Operations Committee. This year we're changing the timing of these funding presentations so that the Heritage Museum, the Convention and Visitors Bureau, and the Downtown St. Charles Partnership make these presentations as staff is preparing the draft of the FY 2018/2019 budget.

As we are in the process of preparing that budget draft right now, the Heritage Museum will be making their funding presentation tonight. The Convention and Visitors Bureau and the Downtown St. Charles Partnership will be presenting in 2 weeks on February 5, 2018. With this change, the intent is that we can finalize the funding amounts a little earlier on in the budgeting process, and also include any approved allocated funding into the budget draft with staff presenting for Council consideration and approval in early April. Making this change will also allow these groups to hit the ground running on May 1, 2018, knowing how much City funding support they will have to work with as they begin their annual funding cycle.

Tonight we will begin with the History Museum's presentation. As the Committee is aware, each year we allocate a portion of the hotel/motel tax revenue stream to the operations of the History Museum, as well as a few other civic organizations. The History Museum's allocation equals \$31,500 for the current fiscal year ending April 30, 2018. Historically that funding

level has been between \$30,000 and \$35,000 for many years, going back to the 2004/2005 funding cycle according to the finance department records. Alison Costanzo the Executive Director of the museum is present an outline of activities that were undertaken for the current fiscal year 2017/2018 funding cycle and the related results of those activities to date, as well as outlining plans for the fiscal year 2018/2019 funding cycle kicking off on May 1, 2018.

As mentioned in the item summary that appeared in the packet the meeting tonight they are proposing 2 alternative plans for funding. We would be seeking your feedback on which of these alternatives you would prefer. The first alternative would maintain the status quo funding amount of \$31,500 that would allow for the current programs and programming cycle that the museum undertakes on an annual basis to continue. The second alternative proposed involves undertaking a series of incremental increases to the funding level that would ultimately increase the level to \$50,000 between now and fiscal year 2022/2023. The History Museum staff has represented that this funding level would allow for them to undertake additional tasks and activities.

Alison Costanzo: I'm the executive director for the St. Charles History Museum located at 215 E. Main Street, St. Charles 60174.

Alison mentioned that it's the 85th anniversary of the museum and presented the St. Charles History Museum funding presentation to the Council.

Ald. Bessner: How far are you along in recording every article, collection, piece that you have.

Allison Costanzo: We're doing a shuffle right now moving our current storage to new storage doubling the square footage and less per month. We're working towards getting that completed.

Ald. Lemke: I've noticed that over time you've been able to change the presentations you have. You've used the large room as a flexible tool. You have creative presentations. I feel very good about what you've done. We can't commit a future Council to exactly serving a series of numbers, but I would support the request for next year, according to option 1.

Ron Silkaitis: You've always done a great job. My family has been in this town for over 100 years. I think it's very important to have a museum. I've donated several items to the museum over the years. You deserve the money, but I can't commit until I know exactly what our receipts are this year. I want to give you as much as possible, but also have to face the reality of the budget.

Ed Klosowski: I'm the past president of the St. Charles Museum. We talked to a previous Mayor going back to the 90's. The original intention of the \$30,000 we received from the City was to cover the directors pay. I think after 24 years of having the same amount it's a good time to ask for an increase. If we could take 1.6% of the hotel/motel tax and take it up to 2.5%, about a \$17,000 increase, it would get us to the number we're looking at.

Ald. Payleitner: Your board has to be so proud of what you've accomplished. As far as the funding goes, this was a great presentation, and as Ald. Lemke and Ald. Silkaitis said, we can't

commit future Council's, we need to see where we are with the numbers. We will go into our budget conversations knowing what you want.

Alison Costanzo: I think we've proven that we're showing return. I think we've demonstrated our worth. We're doing a lot.

Ed Klosowski: As mentioned before; if we can't do it now, when? We thought it a good time to ask.

Ald. Payleitner: It's only been the past 5 years that you have been a line item.

Alison Costanzo: Before the Cultural Commission was formed we were a line item.

Ed Klosowski: The City has been a great partner, we thought it was an appropriate time to ask for funding.

Ald. Payleitner: I agree. We're just offering some feedback. Secondly, Alison, and I think it's important for my colleagues to know, we pay between \$3,500 and \$4,500 annually for the maintenance of the building. Recently you got new windows to the tune of almost \$10,000.

Alison Costanzo: Before I came on that had been an issue. It was costing the museum money.

Ald. Payleitner: Another question for you; only Munhall is doing the school program?

Alison Costanzo: We're beta testing with Munhall to work out the kinks.

Ald. Payleitner: What happened all the schools were doing it?

Alison Costanzo: All the schools do their 3rd grade program. Some of the schools have been in contact with the museum and we do a presentation. Prior to my starting a lot of teachers stopped coming to the museum because they didn't see the value. Those are their words. I sat down with the teachers at Munhall to figure out what was working and what wasn't working. That's why we're beta testing with them right now. My hope is that if all goes well and the teachers are happy and the kids get a lot out of it and retaining more information it's something we can market to all the 3rd grade teachers.

Ald. Payleitner: I see that as a potential partner as well, the school districts. I would like to see that as a future goal.

Alison Costanzo: We're working on it.

Ald. Bessner: I agree with Ald. Lemke and Ald. Payleitner in regards to funding to look at for the this upcoming year at \$42,000 and revisit as we go along. I don't want to commit as well.

Vice-chairman Turner: I think we should consider this as information because we have so many member missing and it also should be said that they won't get the first payment on this request unit July. Is that correct Chris?

Chris Minick: It will happen right around July because of the receipt of the hotel/motel tax; it's June or July.

Vice-chairman Turner: At this point, our latest figures, despite the national and local economy, our hotel/motel tax is basically flat. You also have to realize we are going to have presentations from 2 other groups who are going to get their money from the hotel/motel tax. That's why I think we ought to get everybody's presentation done, we'll be in budget meetings in the next couple of months. You had a great presentation.

Alison Costanzo: Please keep this in mind. We are a part of the economic factor of this community. When visitors come in the door we spend significant amount of time with them. When they have questions about the area, what to do and see, we're doing that. We're accessible, on Main Street, serving as the ambassadors. Our main mission is to preserve the history of St. Charles, but we're serving as ambassadors as well.

Ald. Lemke: Even if we said yes tonight, we would still have to wait for the other presentations and the next Council meeting to be in a position to finalize anything.

Vanessa LaSota: 1610 Howard Street, St. Charles. I remember being in the museum in the municipal building, and remember how the collections were kept. What resonates with me as a volunteer at the museum and being part of Alison's directorship for 6 years, I've seen such an uptick in the people coming in the museum. I've seen how Amanda and Alison treat each individual. I sent an email, I left Ald. Lemke out inadvertently, and I have a copy. Heritage is a part of this community, it's mentioned in our mission statement, strategic plan, in our compensation plan; I know there is only so much in the kiddy, stretch your imagination to consider ways to accommodate this organization.

Liz Bresda: 110 Carol Road, St. Charles. I have absolutely nothing to do with the museum. I've popped in a couple times. Listening to you talk today; I've got to get back to the museum. I want to post on my neighborhood Facebook page, very excited to hear what they're doing. I hope you support the museum.

7. Executive Session

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- 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)

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

9. Adjournment

Motion by Ald. Lemke, second by Silkaitis to adjourn the meeting at 8:40 pm.

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

:tc

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IIC1

Title:

Motion to approve an Ordinance Amending Title 16, “Subdivisions and Land Improvement”, Chapter 16.02 “General Provisions” and Chapter 16.10 “Dedications” of the St. Charles Municipal Code (School and Park Dedications)

Presenter:

Rita Tungare

Meeting: City Council

Date: February 5, 2018

Proposed Cost:

Budgeted Amount: N/A

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

On January 16, 2018, Planning & Development Committee unanimously recommended approval of an amendment to Title 16, “Subdivisions and Land Improvement”, Chapter 16.02 “General Provisions” and Chapter 16.10 “Dedications” of the St. Charles Municipal Code (School and Park Dedications).

The item was listed on the January 22, 2018 City Council agenda and was continued.

Attachments (*please list*):

Ordinance

Recommendation/Suggested Action (*briefly explain*):

Motion to approve an Ordinance Amending Title 16, “Subdivisions and Land Improvement”, Chapter 16.02 “General Provisions” and Chapter 16.10 “Dedications” of the St. Charles Municipal Code (School and Park Dedications)

City of St. Charles

Ordinance No. 2018-M-_____

An Ordinance Amending Title 16, “Subdivisions and Land Improvement”, Chapter 16.02 “General Provisions” and Chapter 16.10 “Dedications” of the St. Charles Municipal Code (School and Park Dedications)

WHEREAS, the Mayor and City Council of the City of St. Charles deems it is in the best interest of the City to amend the provisions of Chapter 16.02 “General Provisions” and Chapter 16.32 “Dedications” of Title 16, “Subdivisions and Land Improvements” of the St. Charles Municipal Code; and,

WHEREAS, the Planning and Development Committee of the City Council recommended approval of the amendment on or about January 16, 2018; and,

WHEREAS, the City Council of the City of St. Charles has received the recommendation of the Planning and Development Committee and has considered the same.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois as follows:

1. That Title 16, “Subdivisions and Land Improvement”, Chapter 16.02 “General Provisions” of the St. Charles Municipal Code be and is hereby deleted in its entirety and replaced by the attached Exhibit “A”.

2. That Title 16, “Subdivisions and Land Improvement”, Chapter 16.10 “Dedications” of the St. Charles Municipal Code be and is hereby deleted in its entirety and replaced by the attached Exhibit “B”.

3. That after the adoption and approval hereof this Ordinance shall be (i) 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.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this ____ day of _____, 2018.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this ____ day of _____, 2018.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois this ____ day of _____, 2018.

Raymond P. Rogina, Mayor

Attest:

City Clerk/

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

APPROVED AS TO FORM:

City Attorney

DATE: _____

Exhibit "A"

Chapter 16.02, "General Provisions"

16.02.010 – Purpose

The purpose of this Title and subsequent regulation is as follows:

- A. To provide one of several means for carrying out the intent of the Comprehensive Plan, thus helping to insure sound, harmonious subdivision development and community growth, and to safeguard the interest of the homeowner, the Subdivider, the investor, and the City.
- B. To provide permanent assets to the City.
- C. To prevent scattered development beyond existing public utilities and prevent excessive development costs.
- D. To assure the development of land for optimum use with the highest possible standards of design and necessary protection against deterioration and obsolescence.
- E. To assure the orderly development of all land within the City.
- F. To limit and control the pollution of the environment that can be caused by inadequate or incomplete urban development.
- G. To provide common grounds of understanding and a sound working relationship between the City and the Subdivider.
- H. To lessen congestion of streets and highways.
- I. To provide for adequate light and air.
- J. To facilitate adequate provisions for transportation, water, storm water management, sewerage, schools, and other public necessities.
- K. To ensure proper legal description and proper monumenting of subdivided land.
- L. To coordinate new subdivision design within the design of the City as a whole.

16.02.020 – Validity and Applicability

- A. No plat of any subdivision shall be entitled to record in the recorder's office, or have any validity, until it has been approved in the manner prescribed in this Title.

- B. No parcel of land may be conveyed for the purpose of creating a new residential dwelling lot without said parcel being established as a lot pursuant to approval of a plat of subdivision in the manner prescribed in this Title, unless said parcel was previously subdivided, pursuant to a Subdivision Plat approved by the City of St. Charles and recorded with the County Recorder of Deeds.
- C. Lots of Record that were lawfully conveyed prior to September 17, 2012 that meet the minimum lot width and area requirements of the applicable zoning district in which it is located shall be considered valid lots for purposes of this title.
- D. Parcels of land may be conveyed for the purpose of modifying lot size or configuration, provided the conveyance does not create a greater number of buildable residential lots, based on the applicable zoning district in which it is located, than currently exist within the boundary of the subdivision (either as existing subdivided lots or valid Lots of Record under Item C. above.)

16.02.030 – Comprehensive Plan

- A. Adopted.
An official Comprehensive Plan, containing an official map, dated September 3, 2013 has been adopted by the City, pursuant to the powers granted by the Illinois Municipal Code, and shall be known as "the Comprehensive Plan of the City of St. Charles, Illinois." The comprehensive plan may be amended from time to time, pursuant to 65 ILCS 5/11-12-7.
- B. Copies Available Upon Payment of Fee.
Said official Comprehensive Plan shall be made available to all interested parties on the City website. A printed copy may be purchased for the cost of printing the document.

16.04.010 – Applicability

The provisions hereof shall be applicable to all subdivisions in the City of St. Charles and within all unincorporated areas lying within one and one-half miles of the corporate limits of the City of St. Charles, to the extent permitted by law. Subdivisions located within the future planning area jurisdiction of another municipality, pursuant to a Boundary Line Agreement with the City of St. Charles, shall not be subject to the provisions hereof.

Exhibit "B"

16.10, "Dedications"

16.10.010- Applicability

If any subdivision subject to the terms hereof is located outside of the corporate limits of the City of St. Charles, Illinois, and if the county in which the property is located has an ordinance which is more restrictive, or which would require a greater dedication or contribution than this chapter, as determined by the City, the ordinance of the county in which the property is located shall prevail where inconsistent with the less restrictive provisions hereof.

16.10.020- Amendments to Preliminary Plat

When a Preliminary Plat of a subdivision is amended, the required contribution of land or cash shall be recalculated for that portion of the subdivision which is amended, based on the estimated ultimate population thereof.

16.10.030- Indemnification of City required by School and Park district

By their acceptance of land or cash, or both, pursuant to the provisions hereof, the School District and the Park District as the case may be shall indemnify the City against any loss, cost or expense, including reasonable attorney's fees, arising out of, or on account of, any land or payments designated for said School District or Park District under the provisions of this chapter. Prior to the actual transfer of land or funds, the School District and the Park District each shall make the foregoing indemnity to the City in writing.

16.10.040 - Payment- Expense

By acceptance of land or cash, or both, pursuant to the provisions hereof, the School District or Park District as the case may be shall reimburse the City for all costs and expenses it incurs in connection with obtaining the land or cash required by this chapter. Payment of said amount shall be made to the City within 30 days of the park or School District's a) receipt of the land or cash as provided herein, or b) the receipt of an invoice from the City, whichever occurs later.

16.10.050- Dedication of park lands and school sites, or contribution of fees in lieu thereof required

The Subdivider shall dedicate land for park and school sites on the Final Plat of Subdivision, or shall contribute cash in lieu of actual land dedications, or a combination of both at the option of the City, and School District or Park District, as applicable, in accordance with the requirements hereof.

16.10.060 - Requirements for park land dedications

A. Calculation of Requirement

The estimated ultimate population of a proposed subdivision shall bear directly upon the amount of land required to be dedicated for park purposes. The minimum requirement shall be ten (10) acres of land per one thousand (1,000) of ultimate population in accordance with the standards hereinafter set forth.

B. Park Site Size and Location Standards

Types of Park Sites	Minimum Desirable Site Area	Minimum Acreage per 1,000
Mini-Parks	1.0 acre	0.5 acres
Neighborhood Parks	5.0 to 10.0 acres	2.0 acres
Community Parks	25 acres or more	7.5 acres
	TOTAL	10.0 acres

The size, location and shape of the park land to be dedicated shall be subject to the approval of the City Council as part of the Preliminary Plat. Prior to City Council approval of the Preliminary Plat, the City shall have received a letter from the Park District board approving the location and acreage of any park land to be dedicated. The suitability of land to be dedicated for park sites shall be evaluated by the Plan Commission and City Council according to the following standards:

1. The site should be essentially regular in shape to facilitate maintenance and to provide the optimum opportunity for recreational use.
2. The site should not be located on a major road when such a location would present a traffic hazard to park users.
3. The site should not include storm water retention or detention facilities except those provided to serve the park site and shall not be subject to frequent flooding.
4. The site should have soil and topographic conditions suitable to accommodate the anticipated facilities, including but not limited to parking areas, play fields, tennis courts, playground equipment, or other recreational facilities.
5. The site should be located in the approximate center of the residential area to be served wherever possible, and adjacent to a school site where consistent with the school site requirements hereof.

16.10.070 - Requirements for school site dedication

A. Calculation of Requirement

The estimated ultimate student population for grades K through 12 of the proposed subdivision shall bear directly on the amount of land required to be dedicated for school sites. The minimum requirement shall be .025 acres of land per elementary student, .0389 acres of land per middle school student, and .072 acres of land per high school student in accordance

with the standards hereinafter set forth.

B. School Site Size and Location Standards

Type of School Site	Maximum Students per School Site	Minimum Acres/Site
Elementary K - 5	600	15 acres
Middle School	900	35 acres
High School	1500	108 acres

The location and shape of the school land to be dedicated shall be subject to the approval of the City Council as part of the Preliminary Plat. Prior to City Council approval of the Preliminary Plat, the City shall have received a letter from the School District board of education approving the location and acreage of any school land to be dedicated. The suitability of land to be dedicated for school sites shall be evaluated by the Plan Commission and City Council according to the following standards:

1. The site should be essentially regular in shape, to allow the proper design of the school building, playgrounds, and parking areas.
2. The site should not be located on a major road when such a location would present a traffic hazard to school children.
3. The site should not include storm water retention or detention facilities except those provided to serve the school site and shall not be subject to frequent flooding.
4. The site should have suitable soil and topographic conditions for the construction of a school building, parking lot, and other necessary facilities.
5. The site should be located in the approximate center of the residential area to be served wherever possible.

16.10.080- Criteria for requiring a cash contribution in lieu of park and school land

A. When Cash Contribution Required

When the subdivision is small and the resulting site is too small to be practical, or when available land is inappropriate for park or school sites, or when park or school sites have already been provided, the City Council may require the payment of cash contributions in lieu of the required land. The City Council shall determine whether land or cash will be required when it approves the Preliminary Plat, and shall consider the recommendation of the appropriate Park or School District in making such determinations. The Park or School District may refuse a land donation based upon the following criteria:

1. The land is not needed in the proposed location for the type of dedication site being proposed.
2. The configuration of the site, location within the development, size of the site, or

function of the property (wetland, rolling topography, detention, retention) is not appropriate, based on the district's needs for site or facilities in the area of the subdivision.

3. Access to the site is not conducive to use of the site as public land.

When the Park District or School District has refused a land contribution based on these criteria, the City Council shall require a cash contribution.

B. Payment of Park Contribution

For subdivisions platted in multiple phases, the per dwelling unit cash contribution in lieu of, or in addition to, park land, as may be applicable, shall be paid for the entire phase to be developed, prior to issuance of the first building permit for the applicable phase. For subdivisions platted in a single phase, the per dwelling unit cash contribution in lieu of, or in addition to, park land, as may be applicable, shall be paid for the entire subdivision prior to issuance of the first building permit. The applicable per dwelling unit cash contribution shall be paid directly to the Park District and held in a segregated account. All such payments made to the Park District under this Section are to be spent solely in accordance with paragraph 3 below. The City shall not issue a building permit until it receives an original receipt of payment executed by the treasurer of the Park District.

C. Use of Contribution by Park District

1. The cash contribution in lieu of park land shall be used solely for the acquisition of park land which will serve the immediate or future needs of the residents of the subdivision for which the contribution was received, or the improvement of existing park land which will serve such needs; provided, however, any expenditure of funds for land or improvements shall satisfy all applicable statutory criteria.
2. For subdivisions for which a combination of land dedication and cash contribution has been received, the Park District shall spend a portion of the cash contribution to improve the land dedication site within the subdivision, with the improvements to be determined by the Park District. For subdivisions platted within the City limits, the Park District shall spend one hundred percent (100%) of the contribution within the City limits; for subdivision platted outside the City limits but within the planning jurisdiction of the City, the Park District shall spend one hundred percent (100%) of the contribution within the planning jurisdiction of the City. The City Council may vary the requirements of this paragraph 2 if it finds that, based upon facts presented by the Park District, such variance will result in park facilities which will serve the immediate or future needs of the residents of the subdivision from which the contribution was received.

D. Payment of School Contribution

For subdivisions platted in multiple phases, the per dwelling unit cash contribution in lieu of, or in addition to, school land, as may be applicable, shall be paid for the entire phase to be developed, prior to issuance of the first building permit for the applicable phase. For subdivisions platted in a single phase, the per dwelling unit cash contribution in lieu of, or in addition to, school land, as may be applicable, shall be paid for the entire subdivision prior to issuance of the first building permit. The applicable per dwelling unit cash contribution shall be paid directly to the School District and held in a segregated account. All such payments made to the School District under this Section are to be spent solely in accordance with paragraph 5 below. The City shall not issue a building permit until it receives an original receipt of payment executed by the treasurer of the School District.

E. Use of Contribution by School District

The cash contribution in lieu of school land shall be used solely for the acquisition of land for a school site to serve the immediate or future needs of the residents from the subdivision for which the contribution was received, or for the improvement of any existing school site which will serve such needs provided, however, any expenditure of funds for school sites or improvements shall satisfy all applicable statutory criteria.

F. Return of Contribution if not Expended

If any portion of a cash contribution in lieu of park or school site land is not expended for the purposes set forth herein within ten (10) years from the date of receipt, it shall be refunded, together with accrued interest thereon, to the owners of record of all lots, except public land, in the subdivision for which such contribution is made. The refund shall be paid to the person who is the owner of record on the day which is the tenth anniversary of the receipt of such contribution. The amount of the refund due to each lot owner shall be equal to the amount of the original contribution, together with accrued interest thereon, divided by the total number of lots in the subdivision (excluding public land) for which the contribution was made. The City Council may permit one- year extensions of the ten-year restriction if the Park District or School District demonstrates that such funds have been allocated for an acquisition or improvement allowed herein, but have not been spent due to additional funds being necessary to complete such acquisition or improvement.

G. Amount Applicable at Payment

All building permits issued shall be subject to the cash contributions applicable pursuant to Title 16 at the time of payment of the cash contributions, unless otherwise previously granted by the City Council through a planned unit development or annexation agreement. Any amendment to an approved Preliminary Plat, Final Plat of Subdivision, or Planned Unit Development shall require compliance with the then applicable cash in-lieu fees, to the extent that such amendment results in the calculation of a greater cash payment to the Park District and School District.

16.10.090 - Amount of cash contribution

The cash contribution in lieu of land shall be based on the fair market value of improved land within the subdivision, which shall be defined as the value of land with roads, curbs, gutters, sidewalks, storm and sanitary sewer, water and other utilities. The fair market value of improved land for subdivisions to be developed within the City is hereby determined to be two hundred forty thousand five hundred dollars (\$240,500.00) per acre, which shall be used in the calculation of the required cash contributions, except as follows:

- A. The fair market value for subdivisions to be developed outside the corporate limits of the City of St. Charles but within the City's 1 1/2 mile jurisdictional area is hereby determined to be one hundred seventy-five thousand dollars (\$175,000).
- B. If the Subdivider files a written objection to the use of the per acre value established herein, he shall submit an appraisal. Such appraisal shall show the fair market value of improved land in the area of the subdivision. The City shall notify the School District and the Park District of any objection and shall provide the School District and the Park District at least ninety (90) days to file their own appraisal or other response as they determine appropriate.

- C. If the City Council determines that the specifics of the subdivision so warrant, it may require an appraisal. Final determination of the fair market value per acre of land shall be made by the City Council, based upon the appraisal or appraisals, and upon other information which may be submitted by the Park District, School District, or others. The Subdivider shall pay all appraisal fees.
- D. At least once every five (5) years, but not more often than every three (3) years, the City, in cooperation with the Park District and School District shall obtain an appraisal and review and if appropriate, adjust the value of land under this Ordinance. The City shall notify the School District and the Park District at the commencement of the process. In determining whether it is appropriate to adjust the value of land under this ordinance, the City shall consider whether the land value is within the range of values set by other area municipalities, including those municipalities served by the Park and School Districts.
- E. Any appraisal submitted under this section shall be prepared by a licensed Illinois State Real Estate Appraiser and shall be in the form of a report that conforms to the applicable requirements of the Uniform Standards of Professional Practice.

16.10.100- Criteria for requiring land and cash

There may be situations when a combination of land and a cash contribution in lieu of land are both necessary. At the time of Preliminary Plat approval, the City Council may require a combination of land and cash in any of the following situations:

- A. When a previously designated park or school site lies partly within and partly outside of a proposed subdivision and the acreage of the designated park or school site within the subdivision is less than the park or school site acreage required herein, the Subdivider shall contribute all of the designated park or school site lying within the proposed subdivision, and cash in lieu of the additional acreage needed to fulfill the requirements hereof.
- B. When part of a designated park or school site has already been acquired, and the land needed to complete it is less than the land required from the subdivision, then the Subdivider shall contribute the amount of land needed from the subdivision to complete the park or school site and cash in lieu of the additional acreage needed to fulfill the requirements hereof.
- C. When the Subdivider will be contributing certain park or school sites, and the balance of the required park or school site acreage would be too small or otherwise unsuitable for park or school sites, then the Subdivider shall contribute cash in lieu of the balance of the required school or park site acreage.

16.10.110- Calculation of estimated population

- A. Calculation of Requirement

Table of Estimated Ultimate Population Per Dwelling Unit

Type of Unit	Elementary Grades K-5 5-10 years	Middle Grades 6-8 11-13 years	High School Grades 9-12 14-17 years	Total Population
<u>Detached Single Family</u>				
• 2 bedroom	0.136	0.048	0.020	2.017
• 3 bedroom	0.369	0.173	0.184	2.899
• 4 bedroom	0.530	0.298	0.360	3.764
• 5 bedroom	0.345	0.248	0.300	3.770
<u>Attached Single Family (Townhomes)</u>				
• 1 bedroom	0.000	0.000	0.000	1.193
• 2 bedroom	0.088	0.048	0.038	1.990
• 3 bedroom	0.234	0.058	0.059	2.392
• 4 bedroom	0.322	0.154	0.173	3.145
<u>Multi Family (Condo/Apartment)</u>				
• Efficiency	0.000	0.000	0.000	1.294
• 1 bedroom	0.002	0.001	0.001	1.758
• 2 bedroom	0.086	0.042	0.046	1.914
• 3 bedroom	0.234	0.123	0.118	3.053
Source: Illinois School Consulting Service/Associated Municipal Consultants Inc., 1996				

The “Table of Estimated Ultimate Population Per Dwelling Unit” shall be used to calculate the amount of required park and school site land and cash contributions in lieu thereof. It is recognized that population density, age distribution, and local conditions change over time, and that, therefore, the table is subject to periodic review and amendment as necessary.

B. Objection

A written objection to “The Table of Estimated Ultimate Population Per Dwelling Unit” may be filed by the Subdivider, or by the School or Park District, prior to City Council approval of the Preliminary Plat. The City shall notify the School District and the Park District of any objection and shall provide the School District and Park District at least ninety (90) days to file their own response. Such objection shall include a demographic study showing the estimated ultimate population to be generated by the subdivision. Final determination of the estimated ultimate population shall be made by the City

Council at the time of Preliminary Plat approval.

C. Credit for Existing Lots and Dwellings

A credit to the estimated population shall be granted as follows:

1. Existing Subdivided Lots: Lots previously subdivided for residential use, pursuant to a Subdivision Plat previously approved by the City of St. Charles and previously recorded with the County Recorder of Deeds, shall receive a credit calculated as a reduction of one residential unit per existing subdivided lot located wholly within the proposed subdivision.
2. Existing Lots of Record: Portions of previously subdivided lots that were lawfully conveyed as Lots of Record prior to September 17, 2012, provided said Lots of Record meet the minimum lot width and area requirements of the applicable zoning district in which it is located, shall receive a credit calculated as a reduction of one residential unit per existing Lot of Record located wholly within the proposed subdivision.
3. Existing Residential Dwellings: Existing residential dwellings shall receive a credit calculated as a reduction of the estimated population for the dwelling based upon the formulas within this chapter. A credit shall not be granted under sections 1 and 2 above for any lot receiving a credit for an existing dwelling under this section.

D. Institutional Uses

A “Nursing Home” or “Assisted Living Facility”, as defined in Title 17 of the City Code, and similar institutional uses, shall not be considered residential dwellings, and therefore units or rooms within such facilities shall not be included in the calculation of estimated population.

16.10.120- Reservation of land

- A. Park or school dedication sites shall be considered public land for purposes of this chapter. All dedication sites shall be designated as a lot on the Final Plat of Subdivision. The lot shall be identified as a park or school site, with a notation that the property is to be conveyed as public land in accordance with this Title.
- B. Whenever the St. Charles Comprehensive Plan, or the standards of the City, School District, or Park District call for a school or park site within a subdivision larger than the required land contribution, the land needed in addition to the required contribution shall be reserved on the final plat for subsequent purchase by the City, Park District, or School District. The City, Park District, or School District shall acquire the land so designated by purchase or commence proceedings to acquire such land by condemnation within one year from the date of recording of the final plat; if the land is not so acquired or condemnation proceedings are not so commenced within said one year period, the land so designated may then be used by the owners thereof in any other manner consistent with the St. Charles Municipal Code and compatible with said subdivision.

16.10.130- Condition of park and school sites

Land Improvements within the subdivision adjoining park and school sites shall be provided

and paid for by the Subdivider. In addition, park and school sites shall be fine graded, provided with a minimum of six (6) inches of topsoil, and seeded as part of the required land improvements, unless otherwise permitted by the City Council. All land improvements within the boundaries of park and school sites shall be completed prior to conveyance of the site. Installation of adjacent parkway improvements (including sidewalks, parkway trees, and street lighting) may be deferred until construction of the adjacent street is completed.

16.10.140 - Time of conveyance

The park and school sites required herein shall be conveyed to the appropriate park or School District grantee following the recording of the Final Plat of Subdivision. The timing of the conveyance shall be mutually agreed to by the City, School or Park District, and the Subdivider, with due consideration for the project phasing and construction activity to occur on properties adjacent to the school or park site. In the event the Subdivider has not conveyed the school or park site in accordance with the agreed to timing of conveyance, the City may withhold the issuance of building permits for residential units within the subdivision.

16.10.150 - Payment of general real estate taxes and agricultural rollback taxes

General real estate taxes and agricultural rollback taxes levied or which become due because of any conveyance, against the park or school site which is conveyed, shall be the responsibility and obligation of the grantor. Grantor shall furnish evidence of payment of these taxes or deposit the amount of those taxes in escrow with the title company furnishing the preliminary report of title, requiring payment of the taxes when they become due. After payment of the taxes, evidence of such payment shall be furnished to the grantee. The amount of any general real estate taxes and/or agricultural rollback taxes for the year of conveyance shall be pro-rated to the date of the delivery of deed. The amount of the general real estate and agricultural rollback taxes shall be based on the assessor's latest known rate, value, and equalizer, if any, for the land being conveyed.

16.10.160 - Real estate conveyance requirements

All real estate conveyed to the School District or Park District pursuant to the provisions of this chapter is hereby designated "public land". The Subdivider shall furnish the grantee with a survey of the public land to be conveyed and a commitment for title insurance from a title company licensed to do business in the state of Illinois, in the amount of the fair market value of such public land. If within thirty (30) days of receipt of the commitment, the grantee objects in writing to defects in the title, the Subdivider shall have thirty (30) additional days from the date of delivery of such written objections to cure such defects. All deeds of conveyance pursuant to this ordinance shall be recorded, at the Subdivider's sole expense, in the office of the recorder of deeds of the county in question. All conveyances pursuant to this chapter shall be accompanied by an appropriate affidavit of title, and shall be by warranty or trustee's deed subject only to the following:

- A. Acts done or suffered by or judgments against the grantee, its successors and assigns;
- B. General taxes for the year of conveyance, and subsequent years;
- C. Zoning and building laws and/or ordinances;

- D. Public and utility easements of record which are reasonably acceptable to City and grantee;
- E. Conditions and covenants of record as contained only in plats of subdivision approved by the City;
- F. Rights-of-way for drainage ditches, feeders, laterals, and underground tile, pipe or other conduit;
- G. Such other exceptions to title that grantee shall find acceptable.

16.10.170 - Sale of public land

- A. In the event either the School District or Park District desires to sell any public land obtained under the provisions hereof, it shall first direct written notice, certified mail, return receipt requested, to the non-selling district and City. The written notice shall contain a legal description and plat of the public land and statement that the owner thereof desires to sell the public land described. Upon receipt of the written notice, the following options are provided and granted:
 - 1. The non-selling district shall have the exclusive option to purchase the public land described, for the thirty-day period next following receipt of the notice.
 - 2. In the event the non-selling district fails to exercise its option within the thirty-day time period, the City shall have exclusive option to purchase the public land described, at no cost, for the thirty-day period next following expiration of the initial thirty-day period.
- B. Any option shall be exercised by directing written notice to the owner of the public land, certified mail, return receipt requested. In the event both the non-selling district and the City fail to exercise their options, the owner of the public land may, for a one-year period thereafter, sell the public land described in the written notice to any third party, subject to the requirements of law.
- C. In the event any public land is sold to a third party pursuant to the terms of this chapter, the property shall thereafter not be designated as “public land”.
- D. The cash received by the School District as a result of the sale of public land shall be held in a separate account, and shall be used solely in accordance with the provisions Section 16.08 above.
- E. The cash received by the Park District as a result of the sale of public land shall be held in a separate account, and shall be used solely in accordance with the provisions of Section 16.08 above.

**MINUTES
CITY OF ST. CHARLES, IL
PLANNING AND DEVELOPMENT COMMITTEE
TUESDAY, JANUARY 16, 2018 7:00 P.M.**

Members Present: Stellato, Silkaitis, Payleitner, Lemke, Turner, Bessner, Bancroft, Gaugel, Vitek, Lewis (Via telephone),

Members Absent:

Others Present: Mayor Raymond Rogina; Mark Koenen, City Administrator; Rita Tungare, Director of Community & Economic Development; Russell Colby, Community Development Division Manager; Matthew O'Rourke, Economic Development Division Manager; Bob Vann, Building & Code Enforcement Manager; Fire Chief Schelstreet, Asst. Chief Christensen

1. CALL TO ORDER

The meeting was convened by Chairman Bessner at 7:00 P.M.

2. ROLL CALLED

Roll was called:

Present: Stellato, Silkaitis, Payleitner, Lemke, Bessner, Bancroft Gaugel, Vitek, Lewis, Turner

Absent: None

3. Motion to approve Ald. Lewis to attend this meeting via telephone.

Aldr. Stellato made a motion to approve Aldr. Lewis to attend the meeting via telephone.

Seconded by Aldr. Silkaitis. Approved unanimously by voice vote. Motion carried. 9-0

4. COMMUNITY & ECONOMIC DEVELOPMENT

- a. Recommendation to approve amendments to the School-Park Land-Cash Ordinance (Title 16 of the St. Charles Municipal Code, "Subdivisions and Land Improvement", Chapter 16.02 "General Provisions" and Chapter 16.10 "Dedications").

Mr. Koenen said a year ago the Prairie Winds development was proposed and there were questions regarding the land cash value per acre. An extensive conversation occurred and as a result of that the school district, park district and the city collaborated to take a look at the ordinance, as well as fostering a contract with an appraiser to assist us with what that land cash value per acre should be. It was a collaborative effort; we shared cost, had a variety of meetings and it was a good exercise for those that participated from staff and Council. He acknowledged colleagues at the park and school district and he feels it was good example of intergovernmental cooperation. It was agreed by all and recommended that we should be reviewing the land cash

value per acre on a fairly periodic timeframe; every 3-5 years to always have a fairly current value so there's no confusion as to whether the number is correct or not, which is part of the recommendation from staff tonight.

Mr. Colby said the appraisal report found a range of values, but is based on a fairly limited set of comparable land sales, and it concluded that the current value was \$292,500, which is higher than the value set in our code from 2008. Since the current value in our code is within the range of the gathered data, we do not recommend that the code be changed to increase the per acre land value at this time.

Mr. Colby then went through the 5 substantive revisions to the Ordinance:

- Add criteria for districts to refuse a land donation. This would be in situations where the City has already approved a land donation to either district, and the district refuses the donation. The district would need to identify the basis of their refusal based on criteria.
- Remove limitations on where park donations can be spent. This is a practical issue, due to the small size of park sites expected in future developments, and limited availability of land generally.
- Provide districts a 90 day period to respond to developer objections to either the per acre land value or the population estimate. This would provide clear direction to a developer of the process and timeline for review of objection requests.
- Regularly update the Per-Acre Land Value-every 3 to 5 years, which should provide the City with more current data. The value set in the code would need to be within the range of values set by other municipalities served by the Park and School Districts.
- Eliminate the Park Private Recreational Areas credit as an available credit under the code. A developer would still be able to seek this type of credit through a PUD for a unique project. But having the credit listed in the code suggests that it is being offered for all projects, which is not the intent. Staff felt the best option was to take this out of the code, but know that it's still available through a PUD process if a developer proposes something that is unique.

The other changes are more technical updates. One item that was discussed was a potential waiver of the school fee for senior units, but we concluded it would be best to consider that on a case-by-case basis through the population objection procedures that already exists in the code, since the potential of a senior dwelling to generate students varies depending on the unit type- if it is a single family units vs. a condo, for example. It was acknowledged that there would be some logic to consider a waiver of the fee in those situations, but not something we want to offer as a blanket waiver in the code for any type of senior unit.

Aldr. Payleitner commended all parties involved for diligence and dedication addressing the interest of the city, park district and school district. She said everything looks great but questioned the language "impact fee" and to her it meant how many kids/people will come in to use our park facilities; she asked if it's now strictly based on population. Mr. Colby said population numbers are used to estimate the number of people and then take that to equate an

impact; we primarily talk about cash contributions, but the basis of the code is the dedication of land with a new subdivision. If you have a new single-family subdivision setting aside a site land area for a park or school, the cash is really the equivalent of that in a situation where you don't want the land; the impact is determined through those population calculations. Aldr. Payleitner said she was thankful, this is very clear to her now.

Aldr. Bancroft asked how the refusal of the land donation from the park or school district gets communicated. He mentioned the Prairie Winds project. Mr. Colby said first the city would have to review the Preliminary Plan, both Plan Commission and P&D Committee, to reach a conclusion that the land donation is acceptable. Based on that decision, the plan for the donation would need to be given to the park or school district for the opportunity to respond. There isn't necessarily a process there, but the city has to conclude its own process to say yes, this land donation is acceptable; it would then go to the district for response to the proposal. As far as the Prairie Winds project, it didn't advance along far enough to that point, we asked the park district for feedback based on what the developer was proposing. The city didn't necessarily say yes, we accept this, now park district respond. Aldr. Bancroft said if we're trying to set expectations for a developer in terms of timing, providing a 90 day period to respond to developer objections, he wonders why we're letting them object at all, especially if we're reviewing this more consistently and periodically. He feels any developer who comes here will object as a matter of course; otherwise they're not doing their jobs. Unless it's a due process thing and McGuirk has opined on that; he would get rid of that. Mr. Colby said it became more of a legal consideration that if we didn't identify our process for that in the code, and if it was challenged, there wouldn't be due process under our code for that. Aldr. Bancroft said he'd make it 180 days instead, we want to discourage developers from making an objection.

Chairman Bessner said regarding review every 3-5 years, would that all be based on economic conditions, activity and development. Mr. Colby said we would want to assess what's going on with development and the economy at the time and decide whether it's necessary, but it's a window that could be anywhere within that time period. We wouldn't want to be obligated to update more often than every 3-5 years.

Aldr. Payleitner asked if Aldr. Bancroft suggestion of 180 days would be added. Aldr. Bancroft said those were just his thoughts, he wouldn't hold it up for those right now.

Aldr. Stellato made a motion to approve amendments to the School-Park Land-Cash Ordinance (Title 16 of the St. Charles Municipal Code, "Subdivisions and Land Improvement", Chapter 16.02 "General Provisions" and Chapter 16.10 "Dedications"). Seconded by Aldr. Bancroft. Approved unanimously by voice vote. Motion carried. 9-0

- b. Plan Commission recommendation to approve a Final Plat of Subdivision for Prairie Centre.

Mr. Colby said The City approved the Prairie Centre project last March; the PUD for the project outlines the process for subdivision of the property into building lots. Initially the site is to be platted in its entirety, with blanket access and utility easements provided, which is what the plat shows, and then individual buildings lots can be created as determined by the developer. No specific phasing plan was approved; rather the phases are to be determined by the developer, based on market demand. Staff has been reviewing the final engineering plans and a final plat

for the project over the past few months and the review is now far enough along that the plat is being brought forward for approval. Building lots are to be created for the first two buildings to be constructed, which are the residential buildings immediately east of the roundabout, labelled as F2 and E on the site plan and permit plans for those buildings are under review now. Staff has reviewed the final plat and found that it complies with the applicable PUD and code requirements. The Plan Commission reviewed and recommended approval of the plat on Jan. 9th. In the packet Dave Patzelt of Shodeen has submitted a letter providing a status update on the project for the Committee's information.

Aldr. Vitek asked about the letter under affordable housing, regarding the further application information needed by March 2018, do we have any sense after that when the notification of that application process would be completed. Mr. Colby said he doesn't have the specifics in front of him, but he thinks it's a 6 month window from the application period, but that's something that would be determined during this calendar year.

Aldr. Bancroft made a motion to approve a Final Plat of Subdivision for Prairie Centre. Seconded by Aldr. Turner. Approved unanimously by voice vote. Motion carried. 9-0

- c. Recommendation to approve a proposal from WBK Engineering for developer-reimbursable final engineering plan review and stormwater review services for Prairie Centre.

Mr. Colby said WBK Engineering has been engaged on behalf of the City in the review of the Final Engineering Plans for Prairie Centre since last summer. Because the review has taken longer than originally anticipated, the cost of the contract will need to be increased, likely above the \$25,000 threshold requiring City Council approval of the contract. Staff asked WBK to be conservative with an estimate for the review work remaining to be completed. They have estimated that the additional work could increase the total cost up to \$44,950, although it may be less, depending on the number of review rounds. This cost is fully developer reimbursable, and for a contract of this amount, the City requires an upfront deposit from the developer before authorizing the work to begin.

Aldr. Gaugel asked if a conversation has been had with the developer to be sure they are fully aware of this. Mr. Colby said yes.

Aldr. Gaugel made a motion to approve a proposal from WBK Engineering for developer-reimbursable final engineering plan review and stormwater review services for Prairie Centre. Seconded by Aldr. Vitek. Approved unanimously by voice vote. Motion carried. 9-0

- d. Historic Preservation Commission recommendation to approve a Historic Landmark Designation for 411 Prairie St., John Stone House.

Mr. Colby said the applicant-Susan Olson has nominated her house at 411 Prairie Street as a Historic Landmark. The house has an interesting history, beginning originally as a one story

structure at Prairie St. and Rt. 31, where the Jalapeno Grill is today. The building later had a second story added and a gas station was attached to the house for a time period. The house was moved to its current location in 1931. Photos, which are in the packet, show different time periods in the house's history which show that much of the original structure and the unique architectural details of the building remain intact today. The Historic Preservation Commission reviewed the application at a public hearing on Dec. 6th and recommended approval based on the criteria in the attached resolution.

Aldr. Turner made a motion to approve a Historic Landmark Designation for 411 Prairie St., John Stone House. Seconded by Aldr. Bancroft. Approved unanimously by voice vote. Motion carried. 9-0

- e. Recommendation to approve Amendments to Chapter 12.40 Corridor Improvement Program of the City's Code of Ordinances (City-Owned Property Improvement Projects).

Mr. O'Rourke said every 3-4 years the commission analyzes the code to see what's working and looks for opportunities to help encourage others to take advantage to enhance and beautify the corridors. Through that process this year, in late summer of 2017, it was observed that there are certain properties owned by the city that fit within these core areas that could benefit with some sprucing up. The process that staff and commission have come up with is one where every year around December 1st the Commission would take stock of where they're at in that current fiscal year in terms of approved and anticipated grants approved by Council, and should there be expected surplus funding, we'd move on to one of the city owned properties. Every year the commission would look at the one that's identified as the next highest priority and solicit bids for just design service and use those excess funds. Staff would follow the city's bidding process and once bids come in we'd work with the designer to get cost estimates and then enter into the corridor approval process which will be presented to Committee and then to Council for final approval. Some of the sites might have a higher cost and those plans could be shelved for a later fiscal year; that would be up to Council. Through the process staff reached out to public works, administration and legal counsel to be sure there were no major pitfalls and all felt it was workable, however we do anticipate the first time will be a learning curve. Corridor reviewed this for most of the fall and formally reviewed the program description at the December 2017 meeting and approved it at the January 10, 2018 meeting.

Aldr. Bancroft made a motion to approve Amendments to Chapter 12.40 Corridor Improvement Program of the City's Code of Ordinances (City-Owned Property Improvement Projects). Seconded by Aldr. Silkaitis. Approved unanimously by voice vote. Motion carried. 9-0

5. **ADDITIONAL BUSINESS**-None.
6. **EXECUTIVE SESSION**-None.
7. **ADDITIONAL ITEMS FROM MAYOR, COUNCIL, STAFF OR CITIZENS**-None.

Patrick Reid-715 Westfield Dr.-said he's been in contact with his Alderman recently regarding ways to increase participation and compliance in snow removal on residential sidewalks. The city does a great job with the school and park district properties, but his problem is with a certain resident not removing snow on sidewalks that lead into crosswalks to get to the school. He has spoken to code enforcement, which have been very pleasant, but they've explained they have no tools to work with, there's nothing ordained from the city to help them. We're not looking for the city to patrol and look for problems, but if neighbors increasingly complain, we'd like something to be done. Maybe an education component, or a second visit, and then if something is still not done maybe some administrative action of some sort; he'd like to get a conversation started.

Aldr. Bessner noted that he spoke with Aldr. Lewis on Sunday regarding this issue, he also exchanged some emails with Mr. Reid, and spoke with the Public Works director-Peter Suhr and there is some information being passed on now. In some of the documents sent by Mr. Reid, encouragement tended to be a direction a lot of communities did go in which they try to communicate and get people involved. Aldr. Bessner asked if this is a consistent pattern amongst 1 house. Mr. Reid said he thinks 95-98% of the neighbors are good people, it's a great town and people should take care of their sidewalks. But there is a small percentage of people that choose not to do it; whether they don't know, or are just set in their ways and he'd like the city to explore ways to encourage them, and if they don't comply to have some slight enforcement. He said it's like a moonscape, its dangerous when it freezes, and he knows of a disabled neighbor that has to go into the street to get around this, as well as mothers walking with their kids.

Unknown resident mentioned another problematic house that's directly across the street from Davis School, so it's the main pass. The issue has gone on for a few years, after one of the big snow falls it turned to ice and his wife and kids have to walk in the street. He said Chicago has some type of ordinance, which is not what we're looking for, but maybe an online system for complaints and after a few notifications from the city with no compliance, there'd be a fine.

Aldr. Lewis said it's an ongoing problem and she did encourage them to come before Council because she assumes this is probably happening in other neighborhoods where children have to walk in the streets. She thought maybe Council could explore some of their suggestions to do something with snow removal like we do for the streets; like the no parking signs. Maybe staff could look at this a little bit to find something simple to fix this.

Aldr. Bancroft said it's a good idea, but there are cases such as foreclosures and homes for sale where the snow will not be plowed; brokers are not the best at keeping up with that. He has 2 houses for sale by him and he did snow removal for both this morning. Mr. Reid said of course there will be exceptions, but you would think as an owner you would take care of that. He doesn't expect it done right after it snows, but at some point, because these are school crosswalks at 7th and Fellows, and there's a lot of kids coming and going. The kids love it, until it freezes over and one of them gets hurt.

Aldr. Lewis said we're trying to create a walkable community and we spend money on our sidewalks and request that developers put them in on PUD's. We fix cracks, we saw them off and then come winter it all falls apart and we no longer have a walkable place. With her recent surgery she will really appreciate being able to get out to walk on the sidewalk a little bit easier.

She doesn't feel the request is out of line to see if we can do something; let's just start there. Mr. Reid said we know it's not the city's responsibility and that it would cost money to send people out to shovel sidewalks; but we just want to get dialogue going.

Aldr. Payleitner asked about the sidewalk on the school side. Mr. Reid said the school takes care of that one. Aldr. Payleitner said right, but if there's no crosswalk you can't get there, she wonders if the kids can be directed to walk where the school takes care of plowing. She's all about helping neighbors be good neighbors, which this seems to be the case, she has neighbors like Aldr. Bancroft that will just keep going with the snow blower. When talking about bank owned or vacant properties; they're still required to keep their lawns mowed, but there is a liability that if you shovel the snow and someone slips on something that was shoveled all the way, there is an added liability, therefore people think it's safer to not shovel if you can't do it all the way. Aldr. Bancroft said he doesn't think that's true.

Mr. Koenen said we've explored shoveling, if it increases your exposure to liability, and the law is that you do a responsible, reasonable job. You don't create an unnatural hazard; that is a reasonable defensive. Anyone can be sued, short of it being overt or an incompetent job, you should be fine. Aldr. Payleitner said that should be part of the education process; something is better than nothing.

Chairman Bessner said he did speak with Peter Suhr as this being something we could explore. Mr. Koenen said he had a conversation with him as well, they will follow-up on this. For reference we did do some PR through our communications office on November 30, 2017; the December Den had information regarding snow and ice control with a comment about being a good neighbor and shovel your sidewalk; the Mayor tweeted something today asking residents to do their best in shoveling their sidewalks. The other aspect of the municipal code is that we require the downtown area sidewalks be shoveled within 24 hours, if not in compliance adjudication with possible fines will follow. He is not aware that action has ever been taken place downtown, but it has been used as a threat a couple of times because by the time it's gone through adjudication and give people time to correct the problem, its spring and snow has dissipated. But it does work as a tool.

Chairman Bessner said he and Aldr. Lewis will continue to work on it and the residents could contact him.

8. ADJOURNMENT- Aldr. Silkaitis made a motion to adjourn at 7:39 pm. Seconded by Aldr. Turner. Approved unanimously by voice vote. Motion Carried. 9-0