

**AGENDA – NEW BUSINESS
ST. CHARLES CITY COUNCIL MEETING
LORA A. VITEK, MAYOR**

**MONDAY, MAY 6, 2024 – 7:05 P.M.
CITY COUNCIL CHAMBERS
2 E. MAIN STREET**

- 1. Call to Order.**
- 2. Roll Call.**
- 3. Presentations**
 - Lincoln Elementary School 95th Anniversary Proclamation
 - Public Service Recognition Week Proclamation

I. Old Business

- A. None

II. New Business

- A. Recommendation from Mayor Vitek to approve Appointments of Committee Chairmen.
- B. Recommendation from Mayor Vitek to Approve Appointments of New Members to City Boards and Commissions.
- C. Recommendation from Mayor Vitek to Approve the Reappointments of Members to City Boards and Commissions.
- D. Recommendation from Mayor Vitek to Approve the Reappointment of City Administrator Heather McGuire for Fiscal Year 2024-2025.
- E. Recommendation from Mayor Vitek to approve the Reappointments of Department Directors as recommended by City Administrator Heather McGuire for Fiscal Year 2024/2025.
- F. Recommendation from Mayor Vitek to Approve the Reappointment of Marzena Sheets as Deputy City Clerk for Fiscal Year 2024/2025.
- G. Recommendation from Mayor Vitek to Approve the Reappointment of City Attorney Nicholas S. Peppers of the Law Firm Storino, Ramello & Durkin for Fiscal year 2024/2025.

- H. Recommendation from Mayor Vitek to Approve the Reappointment of Prosecuting Attorney Timothy O’Neil for City of St. Charles and the Liquor Control Commission for Fiscal Year 2024/2025.

III. Committee Reports

- A. Government Operations
None
- B. Government Services
None
- C. Planning and Development
None
4. **Public Comment**
5. **Additional Items from Mayor, Council or Staff**
6. **Executive Session**
- Personnel – 5 ILCS 120/2(c)(1)
 - Pending, 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)
7. **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).

OFFICE OF



THE MAYOR

PROCLAMATION

Lincoln Elementary School 95th Anniversary

WHEREAS, On July 23, 1927, residents voted to borrow \$75,000 to build a new elementary school behind the Old East Side School; and

WHEREAS, The following spring the old school caught fire under suspicious circumstances and the arch from that school was included in the new school as part of the west wall in the gymnasium; and

WHEREAS, On March 21, 1929, the new Abraham Lincoln Elementary School opened. It had 12 classrooms, a gym, and the most modern equipment of any school in the area; and

WHEREAS, March 21, 2024, marked 95 years of elementary education at Lincoln School; and

WHEREAS, Lincoln Elementary is the smallest of the district's schools, but no less impactful to all the students, families, and faculty who have walked its halls and entered its classrooms; and

WHEREAS, May 2024 signifies not only the end of the school year, but the end of an era for Lincoln Leopards, as the final time elementary students are taught at Lincoln School;

NOW, THEREFORE, I, Lora A. Vitek, Mayor of the City of St. Charles, declare May 10, 2024, as "Lincoln Elementary School Day" in the City of St. Charles, a special day for alumni, staff, students and families, and the entire community to commemorate Lincoln School's 95th Anniversary and End of the Year Celebration.

Lora A. Vitek, Mayor



OFFICE OF



THE MAYOR

PROCLAMATION

Public Service Recognition Week Proclamation

In honor of the millions of public employees at the federal, state, county, and city levels:

WHEREAS, Americans are served every single day by public servants at the federal, state, county and city levels. These unsung heroes do the work that keeps our nation working; and

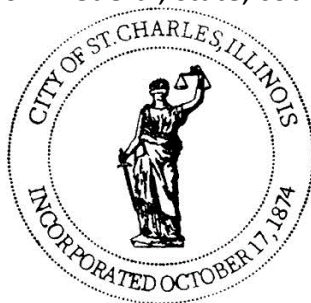
WHEREAS, Public employees take not only jobs, but oaths; and

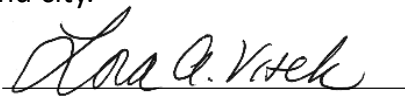
WHEREAS, Many public servants, including military personnel, police officers, firefighters, electric linemen, water and wastewater staff, public services laborers, health care professionals and others, risk their lives each day in service to the people of St. Charles, Illinois, the United States, and around the world; and

WHEREAS, Public servants include safety inspectors, arborists, computer technicians, community services officers, meter readers, crossing guards, accountants, administrative assistants, civil engineers, records specialists, community planners, storekeepers, electric lineworkers, mechanics, and countless other occupations. Day in and day out they provide the diverse services demanded by the American people of their government with efficiency and integrity; and

WHEREAS, Without these public servants at every level, continuity would be impossible in a democracy that regularly changes its leaders and elected officials;

THEREFORE, I, Lora Vitek, Mayor of the City of St. Charles, do hereby announce and proclaim to all citizens, that May 5 through May 11, 2024, is Public Service Recognition Week. All citizens are encouraged to recognize the accomplishments and contributions of government employees at all levels — federal, state, county and city.




Lora A. Vitek, Mayor



CITY OF
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AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: IIA

Title:

Presentation of a Recommendation from Mayor Lora Vitek to Approve the Appointment of Committee Chairmen

Presenter:

Mayor Vitek

Meeting: City Council

Date: May 6, 2024

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

TIF District: Choose an item.

Executive Summary (if not budgeted, please explain):

Attached is a list of appointments for Committee Chairmen. These appointments are for 1-year terms and will expire on April 30, 2025 (filling a Chair vacancy).

Attachments (please list):

Recommendation/Suggested Action (briefly explain):

Presentation of a recommendation from Mayor Lora Vitek to approve appointment of Committee Chairmen.



CITY OF
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Two East Main Street
St. Charles, IL 60174
630.377.4400

MEMO

Date: April 26, 2024
To: City Council Members
From: Mayor Vitek
CC: Heather McGuire
Re: Appointments

By virtue of this memorandum, I would request your favorable consideration for the following appointments:

1. Ald. Paul Lencioni as Chairman of the Planning & Development Committee and Ald. Jayme Muenz as Vice-Chairman.

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIB
	Title:	Presentation of a Recommendation from Mayor Lora Vitek to Approve Appointments of New Members to City Boards and Commissions	
	Presenter:	Mayor Lora Vitek	
Meeting: City Council		Date: May 6, 2024	
Proposed Cost: \$		Budgeted Amount: \$	Not Budgeted: <input type="checkbox"/>
Executive Summary <i>(if not budgeted please explain):</i>			
<p>Request favorable consideration of appointments of new members to City Boards and Commissions to fill vacancies.</p> <p>Gina Lawson– Plan Commission – Term exp. 4/30/2028 Thomas Straiker – Youth Commission – Term exp. 4/30/2026</p>			
Attachments <i>(please list):</i>			
Bio / Resume of New Members			
Recommendation/Suggested Action <i>(briefly explain):</i>			
Presentation of a recommendation from Mayor Lora Vitek to approve appointments of new members to City Boards and Commissions for the noted terms.			

Gina Lawson

Gina has lived in St Charles for the past 21 years with her husband Brad and 3 children, Jack (21), Madeline (18) and Max (15) who attended D303 schools where she happily volunteered throughout the years. She is employed at Scholastic Inc., which has an office in St. Charles since 2007.

Her family loves living in St. Charles and they love attending all the special events offered throughout the year as well as all of the wonderful restaurants the City has to offer.

Tom Straiker

Contact me: [REDACTED]

St. Charles, IL

POST-CAREER OBJECTIVE

Apply my skills and experience toward improving opportunities for people.

EDUCATION

M.S. Ed. Curriculum and Instruction, Secondary Ed.

B.S. Industry and Technology

Northern IL University

SKILLS

Teaching / Training

Communication / Engagement

Leadership / Mentoring

Student advocate

Organization of work and thought

Problem-solving systems

Automotive Renovation / Service

Home Renovation / Construction

INTERESTS

Outdoor activities

Social activities

Helping people

Music

Health and Wellness

Problem-solving mechanical things

Renovation - furniture, homes,

vehicles, equipment

SERVICE

NI Food Bank - packing and sorting for distribution

Lazarus House Shelter - Food service and house help

Hot Rodders of Tomorrow - Competition Judge

AWARDS / CERTS

Illinois Teaching PEL

Kane County High School Teacher of the Year - 2013

Auto Service Excellence (5 areas)

RECENT WORK EXPERIENCE

Automotive and Tech Ed Teacher

St. Charles East High School

August 2001 - May 2023 | St. Charles, IL

- Creatively designed and delivered curriculum for direct hands-on application and eventual technical certification for all students
- Placed students first in their education. Met students where they were on a daily basis and created opportunities for all to grow by fostering an environment of respect and rapport.
- Provided leadership opportunities through in-class activities, auto service and restoration projects, community service and student-run club, employment, and involvement in national competitions such as SkillsUSA and Hot Rodders of Tomorrow.
- Created and maintained an automotive advisory team made up of local shop owners, managers, personnel, graduated auto students, parents, and school/district administrative personnel. Our team continually updated curriculum and connected students to automotive careers.
- Researched, collected data, built proposals, and presented plans for advanced automotive courses to enhance our school offerings from 1 basic course to 3 courses culminating in vocational auto with a student run business featuring "live" service and customer interactions for students.
- Through continuing education and peer collaboration, supported and adapted state, district, and school performance goals, social-emotional learning goals, equity goals to my student's classroom experience.
- Participated in collaborative committees based around school improvement, contract negotiations, insurance, and professional learning.
- Restored / renovated multiple vehicles with students - mechanical, electrical, pneumatic, hydraulic systems as well as sheet metal, body, and paint work all done in house with students.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: IIC

Title: Presentation of a Recommendation from Mayor Lora Vitek to Approve Reappointments of Members to City Boards and Commissions Members for Fiscal Year 2024/25

Presenter: Mayor Lora Vitek

Meeting: City Council

Date: May 6, 2024

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

Executive Summary (if not budgeted please explain):

Request favorable consideration of annual reappointments for members of City Boards and Commissions whose current terms have expired for Fiscal Year 2024/25.

Mary Jo Knipp	Board of Fire & Police Commissioners	Term exp. 4/30/2027
Trudy Nichol	Equity & Inclusion Commission	Term exp. 4/30/2027
Erica Johnson	Equity & Inclusion Commission	Term exp. 4/30/2027
William Hannah	Firefighter's Pension Board	Term exp. 4/30/2027
Scott Swanson	Firefighter's Pension Board	Term exp. 4/30/2027
Jamie Morin	Historic Preservation Commission	Term exp. 4/30/2027
Steven Smunt	Historic Preservation Commission	Term exp. 4/30/2027
Laura Rice	Historic Preservation Commission	Term exp. 4/30/2027
Karrsten Goettle	Housing Commission	Term exp. 4/30/2027
Jeffrey Funke	Housing Commission	Term exp. 4/30/2027
Angela Churchill	Natural Resources Commission	Term exp. 4/30/2028
Meagan Provencher	Natural Resources Commission	Term exp. 4/30/2028
Thomas Galante	Natural Resources Commission	Term exp. 4/30/2028
Kaylynne Poremba	708 Mental Health Board	Term exp. 4/30/2028
Richard Rivard	708 Mental Health Board	Term exp. 4/30/2028
Jodi Manthei	Visitors Cultural Commission	Term exp. 4/30/2027
Lori Stahulak	Visitors Cultural Commission	Term exp. 4/30/2027
Suzie Remitz	Visitors Cultural Commission	Term exp. 4/30/2027
Colleen Wiese	Plan Commission	Term exp. 4/30/2028
James Keegan	Plan Commission	Term exp. 4/30/2026
Anthony Farinella	Youth Commission	Term exp. 4/30/2026
Allison Hinton	Youth Commission	Term exp. 4/30/2026
Dan Kelly	Youth Commission	Term exp. 4/30/2026
Erin Livermore	Youth Commission	Term exp. 4/30/2026
John Stock	Youth Commission	Term exp. 4/30/2026

Attachments (please list):

None

Recommendation/Suggested Action (briefly explain):

Presentation of a recommendation from Mayor Lora Vitek to approve reappointments of members to City Boards and Commissions members.



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AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: IID

Title:

Presentation of a Recommendation from Mayor Vitek to Approve Reappointment of City Administrator for Fiscal Year 2024/25

Presenter:

Mayor Lora Vitek

Meeting: City Council

Date: May 6, 2024

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

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

Request favorable consideration of reappointment of Heather McGuire as City Administrator for Fiscal Year 2024/2025.

Attachments *(please list):*

Recommendation/Suggested Action *(briefly explain):*

Presentation of a recommendation from Mayor Vitek to approve reappointment of City Administrator for Fiscal Year 2024/25.



CITY OF
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AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: IIE

Title:

Presentation of a Recommendation from Mayor Lora Vitek to Appoint Department Directors for Fiscal Year 2024/2025, as Recommended by City Administrator Heather McGuire

Presenter:

Mayor Lora Vitek

Meeting: City Council

Date: May 6, 2024

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

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

Request favorable consideration of appointments for Department Directors for Fiscal Year 2024/2025.

Attachments *(please list):*

Appointment Memo

Recommendation/Suggested Action *(briefly explain):*

Presentation of a Recommendation from Mayor Lora Vitek to Appoint Department Directors for Fiscal Year 2024/2025, as Recommended by City Administrator Heather McGuire



Two East Main Street
St. Charles, IL 60174
630.377.4400

Date: April 23 2024
To: Mayor Vitek
From: Heather McGuire
Re: Director/Chief Reappointments

In accordance with Section 2.10.080, 2.30.020 and 2.32.020 of the City of St. Charles Code of Ordinances; I hereby submit my recommendations for appointment of staff officers for the City of St. Charles, Fiscal Year 2024/2025.

Subject to your approval, these appointments can be placed on the May 6, 2024 agenda (New Business) of the City Council meeting.

My recommendations are as follows:

Director of Information Systems:	Larry Gunderson
Chief of Police:	James Keegan
Director of Human Resources:	Jennifer McMahon
Director of Finance:	Bill Hannah
Chief of Fire:	Scott Swanson
Director of Public Works:	Peter Suhr
Director of Community Development:	Russ Colby
Director of Economic Development:	Derek Conley

I welcome the opportunity to discuss these recommendations at your convenience.

Thank you.



CITY OF
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AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: IIF

Title:

Presentation of a Recommendation from Mayor Lora Vitek to Approve Reappointment of Deputy City Clerk for Fiscal Year 2024/25

Presenter:

Mayor Lora Vitek

Meeting: City Council

Date: May 6, 2024

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:


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

Request favorable consideration of appointment of Marzena Sheets as Deputy City Clerk for Fiscal Year 2024/2025.

Attachments *(please list):*

Recommendation/Suggested Action *(briefly explain):*

Presentation of a recommendation from Mayor Lora Vitek to approve reappointment of Deputy City Clerk for Fiscal Year 2024/2025.

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIG
	Title:	Presentation of a Recommendation from Mayor Lora Vitek to Approve Reappointment of City Attorney for Fiscal Year 2024/2025	
	Presenter:	Mayor Lora Vitek	
Meeting: City Council		Date: May 6, 2024	
Proposed Cost: \$		Budgeted Amount: \$	Not Budgeted: <input type="checkbox"/>
Executive Summary <i>(if not budgeted please explain):</i>			
Request favorable consideration of reappointment of City Attorney Nicholas P. Peppers of the Law Firm Storino, Ramello & Durkin located in Rosemont, IL for Fiscal Year 2024/2025.			
Attachments <i>(please list):</i>			
Recommendation/Suggested Action <i>(briefly explain):</i>			
Presentation of a recommendation from Mayor Lora Vitek to approve reappointment of City Attorney for Fiscal Year 2024/25.			



CITY OF
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AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: IIH

Title:

Presentation of a recommendation from Mayor Lora Vitek to approve reappointment of Prosecuting Attorney Timothy O'Neil for Fiscal Year 2024/2025.

Presenter:

Mayor Lora Vitek

Meeting: City Council

Date: May 6, 2024

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

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

Request favorable consideration to approve the reappointment of Timothy O'Neil, of Foote, Mielke, Chavez & O'Neil, LLC, Geneva, IL as the Prosecuting Attorney for the City of St. Charles & Liquor Control Commission for fiscal year 2024/2025.

The Kane County State's Attorney's Office is responsible to prosecute all misdemeanor and felony cases initiated by the St. Charles Police Department. All ordinance violations are prosecuted by a private attorney under contract to the City with the approval of the State's Attorney. Tim will also serve as the Prosecuting Attorney on the Liquor Control Commission.

Timothy O'Neil is an approved prosecutor of Kane County.

Attachments *(please list):*

None

Recommendation/Suggested Action *(briefly explain):*

Presentation of a recommendation from Mayor Lora Vitek to approve reappointment of Prosecuting Attorney Timothy O'Neil for Fiscal Year 2024/2025.