

**CITY OF WARRENVILLE
PUBLIC SAFETY AND FINANCE
COMMITTEE OF THE WHOLE
REGULAR MEETING
Monday, July 25, 2022 at 7:00 p.m. at City Hall
28W701 Stafford Place**

MINUTES

A. CALL TO ORDER

Chairman Goodman called the meeting to order at 7:00 p.m.

B. ROLL CALL

Present: Chairman Leah Goodman, Mayor David Brummel, and Aldermen: Stuart Aschauer, Clare Barry, Kathy Davolos, Jeff Krischel, Craig Kruckenberg, and Alderman Locket

Absent: Alderman Bill Weidner

Also Present: Assistant City Administrator Cristina White, Finance Director Kevin Dahlstrand, Police Chief Ray Turano (virtually), Community and Economic Development Director Ron Mentzer, Assistant Community Development Director Consuelo Arguilles, City Attorney Brooke Lenneman, and Deputy City Clerk Dawn Grivetti

Also Absent: City Administrator John Coakley and City Clerk Julie Clark

C. PLEDGE OF ALLEGIANCE

Chairman Goodman led the Pledge of Allegiance.

D. PUBLIC COMMENTS

There were no comments from the public.

E. OFFICIALS AND STAFF COMMENTS

Mayor Brummel reminded the public that National Night Out is coming up on August 2, at Cerny Park from 5:00 p.m. – 9:00 p.m. He also stated that Summer Daze will be held on August 5-6. More info about this event can be found on the Park District's website.

Chairman Goodman encouraged the public to attend the DuPage County Fair, going on from July 29 -31, at the DuPage County Complex, 2015 Manchester Road, Wheaton, IL.

Finance Director (FD) Dahlstrand notified the Committee that the agenda distributed with the agenda packets was incorrect. The official agenda was properly posted to the City's website and at City Hall. Copies of the updated agenda were provided to members of the Committee prior the meeting,

F. BUSINESS OF MEETING**1. Consideration of a resolution to place a question on the General Election ballot asking to change the City Treasurer from an elected to an appointed position**

Mayor Brummel is recommending the City Council adopt a resolution to include a public question on the November 8, 2022, General Election ballot asking the public if the City Treasurer should be appointed by the Mayor, with the advice and consent of the City Council, rather than be elected. He stated that, while the City of Warrentville currently has an elected City Treasurer position, most communities have changed to an appointed treasurer position, with the municipal Finance Director serving as the designated treasurer. He reminded the Committee members that no candidate ran for the office in 2021. With the advice and consent of the Council, Mayor Brummel appointed a highly qualified person to fill the vacated position, but she resigned shortly after, citing a lack of responsibilities as her main reason.

FD Dahlstrand, who also serves as the Deputy Treasurer, currently performs all the statutory responsibilities of the Treasurer, and noted that most of the Treasurer's work is performed in the Finance Department with checks and balances built in.

Ald. Krischel asked if this is a position that can be eliminated. Attorney Lenneman replied that there are many statutory responsibilities a municipal treasurer must fulfill, and these responsibilities can be performed by an appointed employee such as the Finance Director.

ALDERMAN KRUCKENBERG MADE A MOTION, seconded by Ald. Lockett, to recommend the City Council approve a resolution to place a public question on a ballot asking to change the City Treasurer from an elected to an appointed position.

MOTION ADOPTED VIA VOICE VOTE

2. Consideration of Revised Ward Map

Community and Economic Development Director (CEDD) Mentzer stated that it is time once again to update the City's Ward Map following the completion of the 2020 Census. He indicated that Census data shows there is an imbalance of population distributed across the four City wards, and the City is required to update the boundaries to ensure the population of each ward is substantially equal.

There was a discussion regarding the City's current review process, which included the evaluation of key information by staff with the assistance of Ald. Goodman. It was determined that ward boundaries should continue to follow current census block boundary lines, and that certain census blocks could be relocated from one ward to another to provide four wards that are substantially equal in population. He noted that fewer than 10% of the census blocks in the City would shift from one ward to a new ward under the staff recommended Ward Map revisions, and no currently serving aldermen would be relocated to a different ward under this recommendation. A revised City Ward Map was presented for discussion.

CEDD Mentzer stated that few of the residents currently living in recently completed residential projects were captured in the 2020 Census. He acknowledged that the City is planning to request a special census be performed in the census blocks where these developments exist to capture these residents, as well as any additional residents. He added that most of the new residential development is located in Ward 1, and that, following a special census, the City's Ward Map will need to be revised again to balance the representation of residents in the City at that time.

There was discussion regarding the proposed redistricting, and CEDD Mentzer explained the rationale for relocating certain census blocks based on population to achieve substantially equal representation in each ward. He added that, since the 2010 Census, Ward 3 increased the most, and Ward 2 decreased the most in population.

Chairman Goodman added that the City is required by State law to balance the representation following the decennial census. She suggested the following process be followed the next time the City evaluates possible modifications to its ward boundaries due to new census population data:

- 1) Council designates an alderman to work with staff
- 2) Council and designated alderman conduct a framework meeting to assess and prioritize the criteria the City will use to guide the establishment of recommended new ward boundaries
- 3) Staff develops a draft revised map based on the prioritized criteria
- 4) Staff and the designated alderman meet to review the draft map to ensure it meets the City's needs before final presentation to the City Council at a Committee of the Whole meeting.

ALDERMAN BARRY MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council approve the proposed New Ward Boundaries Map prepared by Planner/GIS Technician Andrew Kieffer and dated July 18, 2022.

MOTION ADOPTED VIA VOICE VOTE

3. Consideration of an amendment to City Code regarding Solicitors and Peddlers
Police Chief (PC) Turano stated that in 2021, the City received a complaint regarding the permitting of solicitors and peddlers. It was identified that the City's Code and process for permitting solicitors and peddlers was outdated, and it was in the best interest of the City to bring these areas into compliance with certain court precedents interpreting the First and Fourteenth Constitutional Amendments and best practices.

PC Turano stated that staff worked with the City Attorney to draft an ordinance that reflects the necessary updates. He highlighted the key changes in the ordinance, and added that solicitors and peddlers must still abide by "no solicitation" signs posted on the residence.

There was discussion regarding the non-refundable fees collected for permit processing, fingerprinting, and background analysis, and the days and times in which

solicitation would be permitted. City Attorney Lenneman stated that courts have indicated that a solicitation period from 9:00 a.m. to 9:00 p.m. is reasonable for First Amendment free speech. She recommended not restricting it to a time earlier than 9:00 p.m., nor limiting weekends and holidays. She added that fees would be charged and collected following the completion of the application, and prior to fingerprinting, as the fee is associated with the cost and labor to collect data and receive analysis.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Kruckenberg to recommend the City Council approve an ordinance amending Title 3, Chapter 4, Solicitors and Peddlers, to include indicated updated language.

MOTION ADOPTED VIA VOICE VOTE

4. Consideration of a reimbursement of costs resolution

FD Dahlstrand stated that staff and the Long Range Financial Planning (LRFP) workgroup have been working with the City's financial advisors and bond counsel to prepare for a planned bond issuance to cover the costs of infrastructure improvements for the well, water tower and iron filtration plant located within the Southwest Route 59 Corridor TIF district (TIF #4). The bond issue is currently being projected for a late March 2023, issuance.

FD Dahlstrand indicated the proposed resolution would allow the City to reimburse itself from the proceeds of the sale of tax-exempt bonds for certain capital expenditures, and would not allow for reimbursement of any operational and ancillary costs.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council adopt a resolution, regarding reimbursement of certain capital expenditures from proceeds of one or more obligations to be issued by the City of Warrenville, DuPage County, Illinois.

MOTION ADOPTED VIA VOICE VOTE

5. Consideration of Comcast Franchise Agreement

Assistant City Administrator (ACA) White stated that the City is required by federal law to maintain a cable television franchise agreement. The City's current agreement is with Comcast Cable, a provider of cable service in the community. She added that the current agreement, expiring in August, authorizes Comcast to install equipment in City rights-of-way, and mandates obligations that Comcast must meet. The agreement does not create an exclusive arrangement with Comcast for providing cable service within the community, and it has no relation to internet services provided.

Chairman Goodman reiterated that this is not an exclusive agreement with only one provider, and that other companies are able to provide similar services within the community.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Kruckenberg, to recommend the City Council adopt a resolution, approving a cable franchise agreement

with Comcast Cable for a ten year term, expiring in 2032, pending completion of attorney review.

MOTION ADOPTED VIA VOICE VOTE

6. Consideration to suspend the electric aggregation program

Assistant City Administrator White stated that the City's agreement with Eligo for electric aggregation supply expires in October 2022. Due to the volatility of the energy markets, the energy suppliers are unable to provide bids for the supply of electricity. Therefore, Northern Illinois Municipal Electric Collaborative (NIMEC), the City's energy consultant, is recommending a temporary suspension for up to 18 months, which would send the responsibility of supplying electricity to residents back to ComEd. NIMEC would continue to monitor the markets over that period and notify the City once the energy market has stabilized enough to seek bids for electric supply.

Adam Hoover, NIMEC representative, confirmed that energy markets are volatile, and suppliers are unable to provide bids at this time. He stated that there are supplier options for residents to choose from, including Community Solar, as a green energy option.

There was discussion regarding how and when residents will be notified of a change in their supplier when the agreement expires, and if their supply rate will change. Mr. Hoover stated that roughly 20% of City residents are supplied by Eligo. The City's electric aggregate agreement indicates supply rates cannot exceed the rate provided by ComEd, and current rates have matched those of ComEd, therefore, resident's supply rates will not change. Residents will continue to be billed through ComEd, and only the supplier shown on the bill will change. ACA White noted that the civic contribution received by the City will end for now as the program is suspended.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Kruckenberg, to recommend the City Council adopt a resolution, approving and authorizing a temporary 18-month suspension of provision of electricity through an electric aggregation contract pursuant to the electric aggregation program.

MOTION ADOPTED VIA VOICE VOTE

7. Consideration of amendments to Liquor Control Regulations (Class F liquor license)

FD Dahlstrand stated a local business has expressed an interest in providing complimentary beer and wine to patrons, however, the City Code does not currently contain a liquor license classification that would accommodate such a request. He stated that the proposed amendment to the liquor control regulation would allow businesses such as beauty salons and art galleries to offer patrons a complimentary glass of wine or beer during the duration of their visit.

There was discussion regarding the various examples of events during which a licensed business would provide a complimentary drink, or otherwise charge for the drink. FD Dahlstrand stated drink limits are built into the ordinance, and if a fee was collected as

part of a package service, it would be subject to the City Amusement Tax. The serving of beer or wine would be incidental to the primary business function.

ALDERMAN BARRY MADE A MOTION, seconded by Ald. Lockett, to recommend the City Council accept staff recommendation, and direct staff to work with the City Attorney to prepare an ordinance to amend City Code Title 3, Chapter 2 – Liquor Control Regulations, creating a new class “F” liquor license.

MOTION ADOPTED VIA VOICE VOTE

8. Consideration of a one-year service agreement for existing security cameras

PC Turano stated that the City is currently operating under an expired contract with Closed Circuit Innovations, Inc. (CCI) to maintain security cameras and systems located within City Hall, the Police Department, and at the outdoor Police Impound Lot. He noted, the Police contract expired in November 2019, and was not renegotiated, due largely in part to the COVID-19 pandemic. The monthly rate of the contract has not increased since expiration. Additionally, he noted, a separate City Hall contract with CCI expired in August 2021, and, since the expiration of both contracts, CCI has continued to service the cameras and systems, and has been paid for their services at their original contracted amounts.

PC Turano stated staff is seeking approval of a one-year contract extension with CCI from July 1, 2022, through June 30, 2023, for the maintenance and integrity of all existing security cameras and systems, and to allow staff time to research vendors who can more effectively meet the future needs of the City. He indicated that current camera equipment is antiquated, and may require additional maintenance, which is included in the contract cost.

ACA White noted a change to the termination clause of the agreement from 30 days written notice to 180 days written notice.

Chairman Goodman stated the proposed cost for the one-year extension is nearly twice the cost the City is currently paying. PC Turano noted the age of the equipment and the frequency of required maintenance as a reason for the increased cost. There was discussion regarding the quality of service the company provides. ACA White added the significant increase is partially related to inflationary costs for parts and labor to maintain the antiquated equipment.

When asked why the contract was not renegotiated sooner, PC Turano stated it is staff's intent to eventually consolidate the security camera system into the other surveillance camera systems the Police Department currently operates, such as body worn cameras, vehicle cameras, and the proposed license plate recognition cameras, for data collection and communication compatibility and continuity.

Ald. Barry asked if a breakdown of the fees was provided. CP Turano reminded the Committee that the City does not own the equipment, and that the contract is only for the service to provide the equipment and for the maintenance thereof.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council approve a one-year contract extension with Closed Circuit Innovations, Inc. in the amount of \$35,904.00, for the period of May 1, 2022, through April 30, 2023.

MOTION ADOPTED VIA VOICE VOTE

9. Consideration of a one-year service agreement with Flock Group, Inc.

PC Turano stated the FY 2023 Budget includes funding to enter into a contract with Flock Group, Inc. (Flock) for the provision of nine stationary License Plate Recognition (LPR) cameras to be located along County and State routes throughout the City where crime related escape routes could potentially be. He added that an increase in the quoted one-time per camera set-up and implementation fee for Illinois Department of Transportation (IDOT) right-of-way placed cameras has since been implemented by Flock, increasing the agreement cost by \$1,500, from the budgeted amount.

PC Turano stated the Police Department currently uses camera equipment owned and maintained by Flock, including body worn cameras and vehicle cameras, and indicated the LPR cameras are solar powered. He named several municipalities that are currently operating LPR cameras. There was discussion regarding the location, cost, and capabilities of the proposed cameras.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council approve the Government Agency Agreement with Flock Group, Inc.

MOTION ADOPTED VIA VOICE VOTE

10. Informational update on ERP implementation project

FD Dahlstrand stated slow progress is being made with the Enterprise Resource Planning (ERP) system. He indicated staff has seen several demonstrations of the utility billing module, which is inter-related with the cashier and accounts receivable modules, and allows for utility bills to be produced. Staff will be meeting with the consultant tomorrow to resolve outstanding issues with the Payroll module. Community Development and Public Works departments have been working extensively with the consultant to advance their use of the system. The goal is to have the system up and running by fall 2022. He stated he and ACA White are working on an issue regarding where the system resides in the cloud, and whether it is considered a government or enterprise cloud.

ACA White commented that the Community Development, Public Works, and Utility Billing portion known as Mazik City, is making substantial progress. Community Development has been using the permitting process module. The Citizen Portal is still being worked on before release to the public.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

11. Informational updates on Administration, Finance, and Police Department FY 2023 Work Plans and Decision Packages
There were no comments.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

G. MISCELLANEOUS

Commendations

PC Turano stated several comments were received from citizens regarding how friendly and approachable the officers were with the public during the Independence Day Celebration events. He also received commendations from a State's Attorney's office, the Illinois Department of Juvenile Justice, the Winfield Police Department, and several other organizations regarding the commendatory performances of several officers and detectives.

Ald. Davolos spoke of an incident she witnessed during an officer ride-along she participated in, the importance of de-escalating situations, and encouraged other aldermen to ride along with officers as a good learning experience.

H. CLOSED SESSION

ALDERMAN BARRY MADE A MOTION, seconded by Ald. Davolos, to enter into a Closed Session for the purpose of discussing:

5 ILCS 120/2 (c) (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.

MOTION ADOPTED VIA VOICE VOTE

The Committee entered into a Closed Session at 8:37 p.m. Chairman Goodman stated no further business will be conducted following the Closed Session.

The Committee members returned to Open Session at 8:56 p.m.

I. ADJOURN

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Davolos to adjourn.

MOTION ADOPTED VIA VOICE VOTE

The meeting adjourned at 8:56 p.m.

Approved: August 1, 2022



Dawn R. Grivetti, Executive Assistant/Deputy Clerk