

**CITY OF WARRENVILLE
PUBLIC SAFETY AND FINANCE
COMMITTEE OF THE WHOLE
REGULAR MEETING**

**Monday, January 25, 2021 at 7:00 p.m. at City Hall and Virtually
28W701 Stafford Place**

MINUTES

A. CALL TO ORDER

Chairman Goodman called the meeting to order at 7:00 p.m., explaining the virtual meeting protocol according to the Open Meetings Act, 5 ILCS 120/7(e), and the Governor's Executive Orders.

B. ROLL CALL

Present: Chairman Leah Goodman, Mayor David Brummel, Aldermen: Jay Anderson, Stuart Aschauer, Clare Barry, Kathryn Davolos, Jeff Krischel, Bill Weidner, and Bob Wilson.

Absent:

Also Present: City Administrator John Coakley, Assistant City Administrator Cristina White, Finance Director Kevin Dahlstrand, Police Chief Raymond Turano, Community and Economic Development Director Ron Mentzer, Senior Accountant Leo Beltran, Senior Planner Natalia Domovessova, Executive Assistant and Deputy City Clerk Dawn Grivetti, and City Clerk Emily Larson

Also Absent: Treasurer Larry Brenner

C. PLEDGE OF ALLEGIANCE

Chairman Goodman led the pledge of allegiance.

D. CITIZENS COMMENTS

There were no comments from the public.

E. OFFICIALS AND STAFF COMMENTS

City Administrator (CA) Coakley reminded the public that the DuPage County Health Department has information on COVID-19 vaccine distribution on their website and will update it as more information is available.

F. BUSINESS OF MEETING

1. Consideration of FY 2022 Tourism and Arts Commission Hotel Tax grant recommendations

Senior Accountant (SA) Leo Beltran began by thanking staff for their assistance in his first few months as the Tourism and Arts Commission (TAC) staff liaison. He continued to state TAC has reviewed the applications submitted for the Hotel Tax Grant

program, and TAC Chairman Monica Johnson was present to summarize the grant requests and recommendations for the Committee.

Chairman Johnson stated TAC received 11 grant applications and is recommending funding \$93,769.18 in total projects. This is within the FY 2022 budgeted amount of \$100,000 for this grant. She added, there were fewer grant applications and no first-time project grant applications this year. She added, when reviewing applications, TAC took into consideration the adaptability of each project if large gatherings would again be restricted at the time of the event due to COVID-19.

There was discussion regarding revenue losses and expense reductions for FY 2022 due to COVID-19. Finance Director Dahlstrand stated budgeted funds have been reduced from \$150,000 in past years, and there will be sufficient funds for Fiscal Year 2022. CA Coakley concurred, stating long-range financial planning work has begun and included the hotel tax revenues and City grants. There will be recommendations forthcoming about the future allocation of such funds, however, there will be sufficient funds for FY 2022 grants. CA Coakley recommended the Council approve the TAC recommendations.

Several members of the Council thanked staff and TAC members for their review and assessment of project applications and agreed the community will need these events whether virtual or in-person following the cancellation of many events in 2020.

Committee Chairman Goodman noted City policy states no one category should be awarded more than 50% of the hotel grant funding, however, the Event category represents over 75% of this year's recommended funding. There was discussion as to how Warrenville in Bloom's project might be re-categorized, or the categories themselves be modified to better adhere to the policy. SA Beltran stated, the beautification of the City is a summer-long event, and the bulk of the expense is for flowers. He added, although this project has been categorized as an event for several years, perhaps the category policy should be reviewed to better reflect the types of projects that request grant funding. TAC Chairman Johnson agreed, adding that TAC could review the policy at a future meeting.

ALDERMAN BARRY MOVED, seconded by Ald. Aschauer, to recommend the City Council accept the Tourism and Arts Commission recommendations and award \$93,769.18, in Hotel Tax grant funding to various applicants for fiscal year 2022, per the Tourism and Arts Commission recommendations memo dated January 14, 2021.

ROLL CALL VOTE:

Aye: Alds.: Barry, Weidner, Krischel, Wilson, Aschauer, Goodman, Anderson, and Davolos

Nay: None

MOTION CARRIES

2. Discussion of The Warren Tavern FY 2022 funding assistance request

SA Beltran introduced Warren Tavern Preservationists Chairman Rich Volkmer, who provided an assessment of the group's funding request for FY 2022. Chairman Volkmer stated the funding requests are for capital investments to enhance and repair the Warren Tavern building and grounds, adding, much of the funding request is for screen doors, sump pumps, and landscaping. He described how the addition of a garden arbor and landscaping will benefit and attract rental events such as weddings and reunions.

Several committee members suggested the group buy local materials and use local vendors when possible to keep the funding in the community. It was further suggested the group solicit donations of supplies and labor from local residents and agencies to reduce costs and preserve grant funding for additional approved expenses. Ald. Weidner suggested staff review the group's landscape plan to ensure it fits with the City's plan for the adjacent Leone Schmidt Heritage Park. There was additional discussion regarding the City and Preservationist's shared responsibilities for landscape maintenance and installation.

Ald. Weidner discussed the possibility of the City buying the materials for the benefit of a tax deduction. CA Coakley stated the Tavern should be a registered 501(c)(3) non-profit organization, thereby receiving a tax deduction. However, Mr. Volkmer replied the group recently lost its 501(c)(3) tax-exempt status.

Mayor Brummel thanked the preservationist group for coming together to do something very beneficial for the community. Mr. Volkmer thanked the Council for their consideration and support.

ALDERMAN DAVOLOS MOVED, seconded by Ald. Anderson, to recommend the City Council accept staff recommendation and authorize funding of \$10,000 in the Hotel Tax Fund proposed FY 2022 Budget, for upgrades and repairs to the Warren Tavern building, separate from the Hotel Tax Grant program.

ROLL CALL VOTE:

Aye: Aids.: Krischel, Wilson, Anderson, Barry, Goodman, Davolos, Weidner, and Aschauer

Nay: None

MOTION CARRIES

3. Consideration of Historical Society request for Director/Curator funding for FY 2022

SA Beltran presented the Warrenville Historical Society's request for grant funding of \$20,000. Historical Society Director Sara Phalen was present to answer any questions. There was no further discussion.

ALDERMAN DAVOLOS MOVED, seconded by Ald. Aschauer, to recommend the City Council approve the Warrenville Historical Society's grant request in the amount of \$20,000 from the Hotel Tax Fund to cover the cost of their part-time Museum Director/Curator, and direct staff to include this funding in the FY 2022 Budget.

ROLL CALL VOTE:

Aye: Alds.: Aschauer, Goodman, Weidner, Anderson, Wilson, Barry, Davolos, and Krischel

Nay: None

MOTION CARRIES

4. Consideration of waiver of the public improvements required by the Warrenville Subdivision Control Ordinance in conjunction with the proposed Mruk's Plat of Subdivision/ 3S701 Mignin Drive

Senior Planner (SP) Domovessova stated the City received a request from Mr. Frank Mruk and Ms. Jessica Raymond to waive the installation of public improvements required by the Subdivision Control Ordinance in conjunction with their proposed subdivision of property between Mignin Drive and Burk Avenue. She added, the Subdivision Control Ordinance requires public improvements be provided by the person or entity subdividing the property when these improvements do not exist. SP Domovessova noted a portion of Burk Avenue, north of Rogers Avenue and adjacent to the subject property, is missing or unimproved, as is the sidewalk along the west side of the unimproved portion of Burk Avenue adjacent to the property.

From a staff perspective, SP Domovessova stated it would be desirable for the City to connect Burk Avenue and add the missing sidewalk along the same roadway. Since these improvements extend beyond the subject property, she stated staff feels it would be appropriate for the applicants to enter into an agreement with the City for these future improvements. Therefore, staff recommends the City deny the applicant's request for a waiver and direct staff and the City Attorney to draft an agreement with the applicants for future public improvements.

Ald. Anderson asked for more information on such an agreement. Community and Economic Development Director (CEDD) Mentzer stated there is precedence for such an agreement, adding there are also other options following Council approval. An example was given, referencing the subdivision of the property just south of the subject property.

Mr. Mruk and Ms. Raymond thanked SA Domovessova for the City's efforts in assisting them with their proposed development. They described their development plans to the Committee, understanding there may be a need for future improvements, and stated their willingness to work with the City and come to a fair agreement.

There was discussion about the applicant's financial obligation for any portion of any future public improvements, specifically known costs, before committing the applicant to an agreement. CEDD Mentzer stated, staff will be coordinating with the applicant, City attorney, and the Public Works department to develop a responsible agreement that is fair to all parties involved.

Ald. Krischel stated his concern about the amount of time it will take to draft such an agreement. SP Domovessova replied, following City Council approval, staff can work with the City Attorney to draft and negotiate an agreement with the applicants before

returning to Council for final approval of the agreement and subdivision plat. CEDD Mentzer added the process could take at least a month.

ALDERMAN WEIDNER MOVED, seconded by Ald. Wilson, to recommend the City Council (i) deny the request to waive installation of all required public improvements, and (ii) direct staff and City Attorney to draft a Subdivision Improvement Agreement that would reflect the detailed staff analysis and conclusions contained in the attached January 20, 2021 memo from Deputy Public Works Director Kuchler and Senior Planner Domovessova.

ROLL CALL VOTE:

Aye: Alds.: Barry, Goodman, Weidner, Krischel, Anderson, Davolos, Aschauer, and Wilson

Nay: None

MOTION CARRIES

5. Discussion of filling Aldermanic Assignments vacancies left by former Alderman Bevier

CA Coakley stated there are currently five vacancies in aldermanic liaison assignments due to the resignation of former alderman Bevier at the end of 2020. He stated, vacancies are typically filled every other May following the consolidated election, however, the vacancies currently exist, so this matter is being presented so that the Council may consider filling the vacancies at this time.

Ald. Davolos volunteered to serve as Vice Chairman to the Public Works and Infrastructure Committee.

CHAIRMAN GOODMAN MOVED, seconded by Ald. Aschauer, to appoint Ald. Davolos Vice Chairman of the Public Works and Infrastructure Committee.

ROLL CALL VOTE:

Aye: Alds.: Davolos, Aschauer, Krischel, Weidner, Wilson, Barry, Goodman, and Anderson

Nay: None

MOTION CARRIES

Chairman Goodman volunteered to serve as an alternate to the Economic Development Representatives.

ALD. ASCHAUER MOVED, seconded by Ald. Krischel, to appoint Chairman Goodman as an alternate Economic Development Representative.

ROLL CALL VOTE:

Aye: Alds.: Barry, Weidner, Krischel, Wilson, Aschauer, Goodman, Anderson, and Davolos

Nay: None

MOTION CARRIES

Ald. Anderson stated, as Fawell Dam is within Ward 1, he is willing to serve as Council liaison for the Fawell Dam Inspections and Reports. Ald. Aschauer suggested Ald. Anderson reach out to former Alderman Bevier for specific contacts that may be beneficial. Ald. Aschauer further suggested Ald. Anderson fill the additional liaison vacancies in Ward 1 as well, and Ald. Anderson concurred.

ALD. WILSON MOVED, seconded by Weidner, to appoint Ald. Anderson as Council liaison to Fawell Dam Inspections and Reports, Point Oak Drive Utilities Extension, and Rigi Road and Barclay Avenue Dedication.

ROLL CALL VOTE:

Aye: Alds.: Barry, Weidner, Krischel, Wilson, Aschauer, Goodman, Anderson, and Davolos

Nay: None

MOTION CARRIES

6. Consideration of purchase of City-branded polo shirts for City volunteers due to the cancellation of the 2020 and 2021 Volunteer Appreciation Dinners

CA Coakley stated, due to the pandemic, the Volunteer Appreciation Dinner was not held in April 2020, and will not be held in April 2021. Because of these cancellations, a volunteer suggested all volunteers be offered a City polo shirt, with the City logo on it as a way to express the City's appreciation for their time and service to the community. He added, based on the number of volunteers who would have been invited to the annual dinners, approximately 100 people would be eligible for shirts.

CA Coakley further stated that since Ald. Anderson was appointed following the annual officials and staff clothing purchase, he be offered a City-branded shirt as well. Further discussion led to the extension of the offer to include newly elected officials following the upcoming consolidated election.

ALDERMAN ASCHAUER MOVED, seconded by Ald. Wilson, to recommend the City Council authorize the one-time issuance of City polo shirts to the City volunteers who would normally be invited to the City's Volunteer appreciation dinner, and also one apparel item for the newly elected and appointed City officials who were not in office in 2020.

ROLL CALL VOTE:

Aye: Alds.: Krischel, Wilson, Anderson, Barry, Goodman, Davolos, Weidner, and Aschauer

Nay: None

MOTION CARRIES

7. Consideration to enter into a five-year lease contract with Axon Camera for police body camera, video storage, camera maintenance, and replacement and redaction software

Police Chief (PC) Turano stated, with the recent passage of HB 3653, the City will be required to have a body camera program in place by July 1, 2025, which will include the mandated use of body worn cameras. He noted, staff has been studying the use of body cameras, and in DuPage County, a significant number of communities are either

currently employing body worn cameras or are planning on implementing a body worn camera system in the near future.

PC Turano stated the value of a body worn camera program is found in the event of a major incident, especially one involving police use of force. He stated, not having real-time recordings of the audio and visual events will leave speculation and potential doubt in the minds of some citizens as to whether an officer acted correctly. Such a program will allow the Police Department and the City to be more transparent, he added.

PC Turano presented a proposal for a five-year lease contract with Axon Camera for the lease of all hardware, software, and data storage for the contracted fee of \$209,540, adding much of the cost would be funded through seized asset funds. PC Turano suggested waiting for the state mandate the purchase or lease of equipment and the implementation of a program according to HB 3653 might result in increased costs and delays in ordering the equipment.

He described the specifications and key features of the proposed equipment, and noted this vendor and equipment are used by many neighboring departments. PC Turano stated the features offered with this particular equipment are conducive to department needs including redaction functions for Freedom of Information Act (FOIA) requests. The equipment also interfaces well with current software and applications, he noted.

There was significant discussion regarding additional contract and equipment features including wireless activation, hardware replacement benefits, and the two-minute recording buffer. PC Turano stated there are also technical aspects of the equipment that protect agency and user privacy.

There was further discussion regarding the encryption and storing of City-owned data, the possibility of switching vendors in the future, the proprietary nature of some of the proposed software, and the possibility of a Taser camera requirement in the future.

Several members of the Committee thanked PC Turano for his thorough and extensive research. Mayor Brummel thanked him for his time and efforts to keep up-to-date on the use and availability of such products and technology over the years, and agreed such a program will increase transparency for the City of Warrenton.

ALDERMAN WEIDNER MOVED, seconded by Ald. Wilson, to recommend the City Council approve a five year contract with Axon for body worn cameras.

ROLL CALL VOTE:

Aye: Aids.: Aschauer, Goodman, Weidner, Anderson, Wilson, Barry, Davolos, and
Krischel

Nay: None

MOTION CARRIES

8. Discussion of FY 2022 Citywide Work Plan

CA Coakley stated the updated draft FY 2022 Citywide Work Plan has been incorporated into the City's budget preparation process to provide the City Council with a list of large, multi-departmental initiatives and corresponding prioritization. There was no further discussion of this item.

9. Informational updates on Administration, Finance, and Police Department FY 2021 Work Plans and Decision Packages (FYI)

FY 2021 departmental work plans and decision packages were presented for review. Assistant City Administrator White noted the highlighted items indicate a decision package in FY 2021 correlates with the item. There was no further discussion.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

G. MISCELLANEOUS

1. Commendations

PC Turano stated the department received two thank you letters for their assistance, and added the following personnel updates:

- a) Officer McKuras has been selected by MERIT for additional training
- b) Officers Bell and Law will be graduating soon
- c) Officer Colin Pickens was recently sworn in.

H. CLOSED SESSION

There was no closed session.

I. ADJOURN

ALD. KRISCHEL MOVED, seconded by Ald. Wilson, to adjourn.

MOTION ADOPTED VIA VOICE VOTE

The meeting adjourned at 9:33 p.m.

Approved: February 1, 2021


Dawn R. Grivetti, Executive Assistant/Deputy Clerk