

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

MINUTES

A. CALL TO ORDER

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

B. ROLL CALL

Present: Chairman Leah Goodman, Mayor David Brummel, and Aldermen: Stuart Aschauer, Kathy Davolos, Craig Kruckenberg, John Lockett, and Bill Weidner

Absent: Aldermen Clare Barry and Jeff Krischel

Also Present: City Administrator John Coakley, Assistant City Administrator Cristina White, Finance Director Kevin Dahlstrand, Deputy Police Chief Jeff Jacobsen, and Executive Assistant and Deputy City Clerk Dawn Grivetti

Also Absent: Police Chief Ray Turano, City Clerk Julie Clark, and City Treasurer Ann Behrens

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 stated, he and Assistant City Administrator (ACA) White attended the DuPage Mayors and Managers Conference (DMMC) Springfield Legislative Driveway last week. He reported that the State is doing better financially, the State's backlog of bills has been paid off, and expenses are being paid on time. However, the municipal share of the Local Government Distributive Fund will not increase this year. He also reported that Fermilab has reopened the grounds to the public for outdoor activities. New visiting hours and access requirements can be found on the Fermilab visitor website. Mayor Brummel reminded everyone that Fermilab is the only national institution with such open access to the public.

Chairman Goodman also attended the Fermilab Citizens Advisory Board virtual meeting with Mayor Brummel and reported this was Director Lockyer's last public meeting, and she congratulated him on his retirement.

F. BUSINESS OF MEETING**1. Consideration of a request to dispose of surplus property (Police uniform items)**

Deputy Chief (DC) Jacobsen stated, the City owns various police uniform clothing components that can no longer be used due to either normal wear-and-tear or because employees have separated from the Police Department. He added that efforts have been made to reissue clothing items, but these remaining items cannot be reissued, and therefore are considered surplus. The Police Department is seeking to dispose of these items either by recycling them or through waste collection.

Ald. Weidner asked if all identifying patches and marking would be removed. DC Jacobsen assured him they would be.

ALDERMAN WEIDNER MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council approve an ordinance authorizing the disposal of City-owned property through either recycling or use of the City's waste collection service.

MOTION CARRIED VIA VOICE VOTE.

2. Consideration of a request to dispose of surplus City property utilizing PropertyRoom.com for unclaimed property

DC Jacobsen stated the Police Department has surplus unclaimed property for disposal, which has either been unclaimed by the owner, awarded through court adjudication, or no longer serves a City need. He requested the use of PropertyRoom.com, an online auction service, for disposal of the surplus property. He indicated that the City would receive 50% of the auctioned sale price for any item sold up to the first \$1000, and 75% of the auctioned sale price for items sold over the first \$1000. The remaining proceeds will be retained by PropertyRoom.com to pay State sales tax, shipping and handling, and any service fees.

ALDERMAN WEIDNER MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council approve an ordinance authorizing the disposal of City owned property through an auction conducted by PropertyRoom.com.

MOTION CARRIED VIA VOICE VOTE.

3. Consideration of a request to dispose of surplus unclaimed found property (eighteen bicycles) through donation to Working Bikes in conjunction with Bike Rodeo

DC Jacobsen stated, the Police Department currently holds found property, specifically 18 bicycles, for disposal, which have been unclaimed for more than six months by the owner and do not serve a City need. He added, the Police Department is recommending they be donated to Working Bikes in conjunction with the Bike Rodeo. Executive Assistant and Deputy City Clerk Grivetti commented that the date of the Bike Rodeo has changed from May 21, to May 14, 2022.

ALDERMAN WEIDNER MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council approve an ordinance authorizing the disposal of City-owned property through donation to Working Bikes in conjunction with the Warrenville Bike Rodeo on May 14, 2022.

MOTION CARRIED VIA VOICE VOTE.

4. Consideration of an Ordinance amending Title 5, Chapter 3, Section 6, *Parking Prohibited at Specific Locations or for Illegal Purposes*, adding Sipla Drive; and Title 5, Chapter 4, adding new Section 6, *Public Traffic Prohibited on Closed Streets*
DC Jacobsen reported that Sipla Drive is the access road behind the Police Department that connects Manning Avenue and Tracy Place, and was never intended to serve as a public right-of-way. He added, the drive was intended to service exclusively as the entrance and exit to the Department's back parking lot. DC Jacobsen stated, recently, citizens have been parking and driving on Sipla Drive, causing both visual and physical safety issues. The Police Department is seeking code amendments to restrict public use on Sipla Drive. There was discussion regarding the installation of signage at either end of the drive.

ALDERMAN WEIDNER MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council approve an ordinance amending Title 5, Chapter 3, Section 6, *Parking Prohibited at Specific Locations or for Illegal Purposes*; and Title 5, Chapter 4, *Public Traffic Prohibited on Closed Streets*, to include updated language.

MOTION CARRIED VIA VOICE VOTE.

5. Consideration of waiver of Class V - Video gaming and Video Gaming Terminal licenses renewals for FY 2023
Finance Director Dahlstrand stated that local Class V - Video Gaming licenses have been issued to four local establishments, but none had received the State licenses necessary to apply for local terminal licenses and acquire gaming terminals until late last week. He added that, following the distribution of meeting materials, the City has issued video gaming terminal licenses to two local establishments. All local Class V and terminal licenses will expire April 30, 2022. FD Dahlstrand stated, given the extensive time it has taken the State to issue licenses to qualifying local establishments, staff is recommending the extension of Class V - Video Gaming and Gaming Terminal licenses issued in FY 2022, until April 30, 2023, and a waiver of first-year renewal fees for these particular licenses.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council approve the waiving of the April 2022 renewal fees for all Class V - Video Gaming liquor licenses and Video Gaming Terminal licenses, in these two classifications only, issued during FY 2022, with an expiration date of April 30, 2022, and thereby extending the renewal deadline for these issued licenses to April 30, 2023.

MOTION CARRIED VIA VOICE VOTE.

6. FY 2023 Budget Discussion

Members of the Committee were offered this time to discuss the proposed FY 2023 Budget. City Administrator Coakley reminded the public that members of the City Council and staff spent three hours discussing the budget at the Budget Workshop in mid-March, and subsequent questions and answers have been shared with members of the Council. FD Dahlstrand offered an update to the private drainage assistance program, stating staff budgeted \$5,000, for engineering and \$35,000, for a potential project if one were to occur during the fiscal year.

Ald. Goodman noted that the Long Range Financial Planning workgroup will be discussing the budgeting of Road and Bridge property taxes. There was further clarification that the proposed FY 2023 Budget includes salary increases based on the cost of living adjustments and merit matrix to be presented in the next item.

NO COMMITTEE ACTION WAS REQUESTED NOR TAKEN

7. Consideration of FY 2023 non-union market adjustment

ACA White stated, as part of the FY 2023 Budget process, staff is presenting recommendations related to the market adjustment and merit increases for non-represented employees. She noted that staff evaluates several factors when considering a cost of living adjustment (COLA) for non-represented employees, including the U.S. Consumer Price Wage Index for the Chicago-Gary area (CPI), which was at 7.1% as of December 2021, and information on wages and step increases included in the three City employee union agreements. She added that inflation has contributed to the higher cost of living increase, and two of the three union contracts are still in negotiations. ACA White stated staff is recommending a 4% COLA for all non-represented full- and part-time employees.

ACA White presented a proposed new Merit Matrix and stated the current matrix inadvertently caused non-represented employees to progress slowly through assigned pay ranges, creating an imbalance in wage growth between represented and non-represented employees.

There was a question regarding the availability and cost of health benefits to union and non-union employees. ACA White confirmed that all full-time, benefit-eligible employees are offered the same healthcare plan choices and rates. She added that staff believes the wage increase recommendations will be in line with the negotiated collective bargaining agreements when finalized.

Chairman Goodman stated, her opinion that, the City strives for equity between represented and non-represented employees, although there will always be some off-set and catching up to do between the groups of employees, and the City takes that into consideration when determining pay increases. She stated a budget is a statement of the City's priorities, and feels this budget shows the City prioritizes its employees.

ALDERMAN WEIDNER MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council approve a 4.00% market increase and the proposed merit increase matrix for non-represented employees as included in the FY 2023 Budget.

MOTION CARRIED VIA VOICE VOTE.

8. Consideration of changes to part-time pay

ACA White stated the Illinois Minimum Wage Act requires an incremental annual increase to the minimum wage, reaching \$15.00, per hour by January 1, 2025. In keeping with the City's goal of attracting and retaining quality employees, she added, staff recommends adjusting the hourly starting pay rates prior to January 1, 2025, for the AV Tech and Crossing Guard positions in order to remain competitive. Beginning in FY 2026, the starting pay rate for these positions and the seasonal laborer position pay rate previously approved, would be adjusted by the market-based increase as well.

A concern was raised regarding the difficulty in finding quality candidates and filling the crossing guard position at this proposed rate, and whether it should be raised even further as an incentive to attract quality candidates. Chairman Goodman spoke to the quality of the City's current crossing guards and their dedication to the safety of the children they assist. ACA White noted that part-time positions are typically difficult to fill, and that increases to starting pay rates will trigger additional adjustments to the rates of current employees.

There was discussion regarding the increased separation in the proposed rates for the AV Techs and Crossing Guards and the presumed correlation between them. FD Dahlstrand stated that the current AV Techs are full-time employees who serve as AV Techs outside of their regular full-time positions, and receive the AV Tech pay at one-and-a-half times the regular rate, so there is no correlation between the two positions currently.

ALDERMAN KRUCKENBERG MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council approve the FY 2023 starting hourly rate for part-time positions, effective May 1, 2022, and direct staff to include the rate increases outlined in Assistant City Administrator White's March 18, 2022, memo in the upcoming proposed budgets.

MOTION CARRIED VIA VOICE VOTE.

9. Informational updates on Administration, Finance, and Police Department FY 2022 Work Plans and Decision Packages (FYI)

Updates to FY 2022 Departmental decision packages were presented. There were no comments presented.

G. MISCELLANEOUS

1. Commendations

DC Jacobsen presented letters of commendation received by residents for the good deeds performed by Police Officers.

H. CLOSED SESSION

There was no closed session.

I. ADJOURN

Motion to adjourn – Ald. Weidner, second by Ald. Davolos 7:44 p.m.

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

MOTION ADOPTED VIA VOICE VOTE

The meeting adjourned at 7:44 p.m.

Approved: _____

Dawn Grivetti, Executive Assistant/Deputy Clerk