

**CITY OF WARRENVILLE
PUBLIC SAFETY AND FINANCE
COMMITTEE OF THE WHOLE
REGULAR MEETING
Tuesday, May 27, 2025 at 7:00 p.m. at City Hall
28W701 Stafford Place**

MINUTES

A. CALL TO ORDER

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

B. ROLL CALL

Physically Present: Chairman Stuart Aschauer, Mayor Andrew Johnson, and Aldermen: John Paul Augustynowicz, Clare Barry, Kathy Davolos, Craig Kruckenberg, and Judy Wilkie

Absent: Aldermen John Lockett and Bill Weidner

Also Present: City Administrator Cristina White, Assistant City Administrator Alma Morgan, Finance Director Kevin Dahlstrand, Police Chief Sam Bonilla, Deputy Chief Ken Dawson, City Treasurer Maury Goodman, and Executive Assistant and Deputy City Clerk Dawn Grivetti

Also Absent: City Clerk Julie Clark

C. PLEDGE OF ALLEGIANCE

Chairman Aschauer led the Pledge of Allegiance.

D. PUBLIC COMMENTS

There were no comments.

E. OFFICIALS AND STAFF COMMENTS

Ald. Barry thanked Public Works staff for hosting the Public Works Open House.

Mayor Johnson thanked the members of the VFW and American Legion who participated in the Memorial Day events. He also recognized the work of the 100 Club, an organization that assists families of fallen police officers and fire fighters.

F. BUSINESS OF MEETING

1. Consideration of an Ordinance Approving Disposal of Surplus City-owned Equipment

Assistant City Administrator Morgan stated the City's IT managed services provider has identified various equipment components no longer in service due to being replaced or having exceeded their useful life. These items, which are no longer functional or needed, include computers, monitors, printers, network switches, servers, keypads, and other IT accessories. All devices have been reviewed and data will be securely removed

by the IT service provider. Staff is requested authorization to dispose of the surplus equipment through E-Scrap Technologies or the Kane County Recycling Center.

ALDERMAN KRUCKENBERG MADE A MOTION, seconded by Ald. Wilkie, to recommend the City Council approve an ordinance authorizing the disposal of surplus personal property owned by the City of Warrenville.

MOTION CARRIED VIA VOICE VOTE

2. Consideration of an Agreement for Surveillance Upgrades and Technology Services
Deputy Chief (DC) Dawson presented staff's request for a complete surveillance system replacement and installation of additional security cameras at the Police Department. Staff is also requesting two additional cameras be installed at the Warrenville Historical Society Museum. The camera systems will use the City's existing security platform. The total cost of the project is \$65,136.37. The cost includes numerous cameras, a new server, and a one-year maintenance agreement, renewable for additional one-year terms at \$9,000 per year. Other quotes were obtained for similar supplies and services. Orbis Solutions, Inc. was chosen as the preferred vendor due to their knowledge of the City's network infrastructure and operations.

DC Dawson stated staff's plan is to have the project complete in three years. The annual maintenance plan will begin in the first year of installation. Ald. Kruckenberg asked if the maintenance agreement could be delayed until all the cameras are installed. DC Dawson will provide an update to the request at the next City Council meeting.

ALDERMAN KRUCKENBERG MADE A MOTION, seconded by Ald. Wilkie, to recommend the City Council waive the competitive bidding and approve a proposal with Orbis Solutions, Inc. for the purchase of security camera upgrades at the Police Department and Warrenville Historical Museum in a total amount of \$65,136; and the annual technology services maintenance agreement in the amount of \$9,000.

MOTION CARRIED VIA VOICE VOTE

3. Consideration of a Police Operations Assessment Vendor Contract
Police Chief (PC) Bonilla stated, in an effort to meet a Department goal for compliance assurance and efficiency, staff is looking to contract with the Center for Public Safety Management (CPSM) to conduct a complete operations assessment of the Department. Several service providers were considered, and CPSM was chosen based on their disciplines, data-driven decision making processes, and high degree of law enforcement based workforce experience and knowledge.

There was discussion regarding final analysis and comparisons to other Police Departments. PC Bonilla stated, and City Administrator White concurred, that the outcome is not intended to be compared to other agencies. The data will be compared to national standards rather than population size.

ALDERMAN BARRY MADE A MOTION, seconded by Ald. Wilkie, to recommend the City Council waive the competitive bidding and direct the City Attorney to draft a resolution entering into a vendor contract with The Center for Public Safety Management for a Police Operations Assessment in the amount of \$48,500 plus travel expenses not to exceed \$5,000.

MOTION CARRIED VIA VOICE VOTE

4. Consideration of Contract Renewal for City Prosecutor Services

PC Bonilla stated the City Prosecutor represents the City of Warrenville at regular traffic court sessions held at the Wheaton Field Court location. Attorney Charkewycz has been serving in this capacity since April 2015 and has provided excellent service to the City and the Police Department. Ms. Charkewycz submitted her proposed legal services agreement for the period of June 1, 2025, through December 31, 2025, after which time she will retire. A search for a replacement City Prosecutor will be conducted, and it is anticipated that a new service contract for the remainder of the fiscal year will be presented at the November Public Safety and Finance Committee meeting.

ALDERMAN BARRY MADE A MOTION, seconded by Ald. Wilkie, to recommend the City Council approve the contract renewal for City Prosecutor services with Attorney Christine Charkewycz for the period of June 1, 2025, through December 31, 2025.

MOTION CARRIED VIA VOICE VOTE

5. Informational Progress Update on the new ERP

Finance Director (FD) Dahlstrand provided an update on the implementation of the new Enterprise Resource Planning (ERP) software. He indicated the software system went live in early May. The system includes, among other tasks, the ability for staff in all departments to create purchase orders and track purchase requests and invoices. He stated that, although the May utility bills were delayed, they have been issued, and there have been no complaints following their delivery. He added that the online payment portal should be accessible to the public later this week.

FD Dahlstrand and staff were thanked for their work in implementing the new software. The Police Department staff was also recognized for their efforts in assisting the public during the week City Hall was closed for system implementation.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

6. Informational Updates on Administration, Finance, and Police Department FY 2026 Work Plans and Decision Packages

The department workplans and decision package status report was presented for consideration. There were no questions.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

G. MISCELLANEOUS

1. Commendations

PC Bonilla presented two commendations received for Police Department staff assistance to the City of West Chicago and for assistance at a local touch-a-truck event.

Chairman Aschauer offered a personal thank you to Community Service Officer Perry for his assistance in retrieving a family pet.

H. CLOSED SESSION

I. ADJOURN

ALDERMAN KRUCKENBERG MADE A MOTION, seconded by Ald. Wilkie, to adjourn.

MOTION ADOPTED VIA VOICE VOTE

The meeting adjourned at 7:31 p.m.

Approved: _____

Dawn R. Grivetti, Executive Assistant/Deputy Clerk