

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE PRESIDENT AND BOARD OF TRUSTEES  
HELD ON THURSDAY, DECEMBER, 19, 2019**

**CALL TO ORDER:**

President Roth called the meeting to order at 7:04 pm.

**ROLL CALL:**

Trustee William Harper	Present	Trustee Mary Thon	Present
Trustee Larry Schmidt	Present	Trustee William Carlson	Present
Trustee Michael Baumer	Present	Trustee James Cecille	Present
President Billie D. Roth	Present		

All those answering “present” were physically present at the meeting.

**PLEDGE OF ALLEGIANCE:**

**PRESIDENT’S REPORT:**

P-19-001      Holiday House Decorating Contest Winners  
                  336 Somerset Dr  
                  1327 Laurel Oaks Ct  
                  95 Washington Ave

**VILLAGE MANAGER’S REPORT:**

Village Manager Sharon Caddigan stated the Village had a very successful year, and has adopted a 2020 Budget with no tax increases and no fee increases. Sewer and water rates will remain flat through 2021. The Village Hall was refreshed and brought to Code as needed. The Public Works facility will be expanded during 2020, and Fire Station #31 (Park Ave) will be fully reconstructed. Grant funds have been awarded for bike and pedestrian path plans throughout the Village.

**APPROVAL OF AGENDA:**

Request the Board approve the December 19, 2019 Agenda as presented. Trustee Cecille moved for approval. Trustee Baumer seconded the motion. A voice vote approved the Agenda as presented.

**APPROVAL OF THE MINUTES:**

Request the Board approve the Minutes of the Regular Board Meeting of December 5, 2019 as presented. Trustee Cecille moved for approval. Trustee Carlson seconded the motion. A voice vote approved the Minutes as presented.

**COMMUNITY DEVELOPMENT – Trustee Carlson/Trustee Harper**

**A-19-132 Ordinance – Approval of Special Use for Sale of Packaged Alcoholic Beverages / 305 N. Barrington Road / Streamwood Wine & Liquor**

Request the Board approve an Ordinance entitled “AN ORDINANCE GRANTING A SPECIAL USE PERMIT TO ALLOW FOR THE SALE OF PACKAGED ALCOHOLIC BEVERAGES FOR OFF-PREMISE CONSUMPTION IN A C-2 COMMERCIAL DISTRICT LOCATED AT 305 N. BARRINGTON ROAD.” This Ordinance approves a Special Use Permit to allow the sale of packaged alcoholic beverages in a retail store in a C-2 Commercial Shopping District at 305 N. Barrington Road.

Trustee Carlson presented the Ordinance for second reading and moved for approval. Trustee Baumer seconded the motion. ROLL CALL:

Trustee Harper	Aye	Trustee Thon	Aye
Trustee Schmidt	Aye	Trustee Carlson	Aye
Trustee Baumer	Aye	Trustee Cecille	Aye

Motion carried. ORDINANCE 2019-43

**A-19-133 Ordinance – Zoning Text Amendment – Gaming / Cannabis / Tobacco**

Request the Board approve an Ordinance entitled “AN ORDINANCE AMENDING TITLE 11, CHAPTERS 2, 6, 7, 11 AND 13 OF THE VILLAGE CODE OF THE VILLAGE OF STREAMWOOD, COOK COUNTY, ILLINOIS.” This Ordinance makes changes to the Village’s Zoning Code to place certain restrictions on gaming establishments, cannabis sales and products, and tobacco sales.

Trustee Carlson presented the Ordinance for second reading and moved for approval. Trustee Harper seconded the motion. ROLL CALL:

Trustee Thon	Aye	Trustee Schmidt	Aye
Trustee Carlson	Aye	Trustee Baumer	Aye
Trustee Cecille	Aye	Trustee Harper	Aye

Motion carried. ORDINANCE 2019-44

A-19-138 Ordinance – Special Use Request / 700 S. Barrington Road / The Seville

Request the Board approve an Ordinance entitled “AN ORDINANCE GRANTING A SPECIAL USE PERMIT TO ALLOW FOR THE SERVICE OF ALCOHOLIC BEVERAGES AT THE SEVILLE, AN EXISTING BANQUET HALL FACILITY IN A C-2 COMMERCIAL DISTRICT LOCATED AT 700 S. BARRINGTON ROAD.” This Ordinance approves a Special Use Permit to allow the operation of a banquet facility with the service of alcoholic beverages, 700 S. Barrington Road, The Seville.

Trustee Carlson presented the Ordinance for first reading. Community Development Director John Peterson stated The Seville has been in operation since 1982 and the contract purchaser intends to maintain the same business operation and is also buying the properties. A special use is needed for the liquor sales and a waiver of locational restrictions for the live entertainment will be completed within six months. Prior zoning approval for the property granted in 2001 approved a maximum occupancy of 650 persons, with a total of 126 parking spaces on site, and use of valet service with the use of shared parking at the adjacent property at 1545-1549 Burgundy Parkway (additional 30 spaces).

The Planning and Zoning Board heard this request and recommended in favor of the special use with four conditions: 1. The interior use of the existing building shall be in substantial compliance with the interior floor Plan by C & H industries, Inc.; 2. A shared parking agreement between 700 S. Barrington Road and 1545-1549 Burgundy Parkway shall remain in effect during the operational life of the banquet hall facility; 3. The 700 S. Barrington Road property and the 1545-1549 Burgundy Parkway property shall be consolidated in conformance with the Village’s subdivision code in the event both properties are under unified ownership and the existing Burgundy Parkway building is demolished to provide additional parking for the banquet hall facility; 4. Petitioner shall apply for a waiver of locational restrictions for live entertainment within three months, and obtain the approval within six months.

Attorney Mike Kelly was present with contract purchaser AMZ Banquet, Inc. represented by Ganesh Subranian and Menaga Rajukaannan. Attorney Kelly stated the business operation will remain the same, including maintaining many of the same employees. Attorney Kelly asked the Board to consider waiving the first reading as the purchase is ready to close shortly.

Trustee Carlson moved to waive the first reading for the Ordinance. Trustee Cecille seconded the motion. ROLL CALL:

Trustee Schmidt	Aye	Trustee Carlson	Aye
Trustee Baumer	Aye	Trustee Cecille	Aye
Trustee Harper	Aye	Trustee Thon	Aye

Motion carried.

Trustee Carlson moved for approval of the Ordinance as presented. Trustee Schmidt seconded the motion. ROLL CALL:

Trustee Carlson	Aye	Trustee Baumer	Aye
Trustee Cecille	Aye	Trustee Harper	Aye
Trustee Thon	Aye	Trustee Schmidt	Aye

Motion carried.

ORDINANCE 2019-45

**FINANCE - Trustee Schmidt/Trustee Baumer**

A-19-139 Motion – Approval of Semi-Monthly Expenditures

Request the Board approve the semi-monthly expenditures in the amount of \$1,301,905.66 which represents the total of the schedule of bills dated December 19, 2019.

General Fund	\$ 531,932.43
Wetland Special Service Areas	5,121.86
Capital Replacement Fund	67,892.99
Street Improvement Fund	61,332.75
Equipment Replacement Fund	32,456.60
Facilities Replacement Fund	1,499.97
Water and Sewer Fund	597,734.68
Golf Fund	3,139.38
Police Pension Fund	<u>795.00</u>
Total	<u>\$ 1,301,905.66</u>

Trustee Schmidt moved for approval of the semi-monthly expenditures as presented. Trustee Cecille seconded the motion. ROLL CALL:

Trustee Baumer	Aye	Trustee Cecille	Aye
Trustee Harper	Aye	Trustee Thon	Aye
Trustee Schmidt	Aye	Trustee Carlson	Aye

Motion carried.

**PUBLIC SAFETY - Trustee Harper/Trustee Carlson**

**A-19-140 Motion – Vehicle Purchase**

Request the Board approve the purchase of one 2020 Ford Expedition Special Service Vehicle (SSV) from Kunes Country Ford of Antioch, Illinois for a cost not to exceed \$37,746.00.

The 2020 Ford Expedition SSV will replace a 1998 Ford E150 which has been declared surplus. Funds to replace this vehicle are included in the 2020 Equipment Replacement Fund (ERF).

Trustee Harper presented the Motion and moved for approval. Trustee Schmidt seconded the motion. Village Manager Sharon Caddigan stated this is a planned replacement for a Fire Department Command vehicle through the Suburban Purchasing Cooperative. ROLL CALL:

Trustee Cecille	Aye	Trustee Harper	Aye
Trustee Thon	Aye	Trustee Schmidt	Aye
Trustee Carlson	Aye	Trustee Baumer	Aye

Motion carried.

**A-19-141 Motion – Toughbook Purchase**

Request the Board approve the purchase of 30 Panasonic Toughbook FZ-55 computers, docking stations and mobile routers for public safety vehicles from CDS Office Technologies for a cost not to exceed \$170,645.00.

Toughbook computers will replace the current mobile data systems which have outlived their useful life. Funds to replace these mobile data systems are included in the 2019 Facilities Equipment Replacement Fund (FERF).

Trustee Harper presented the Motion and moved for approval. Trustee Baumer seconded the motion. IT Director Victor Ambroziak stated the mobile data systems are used in public safety vehicles (police and fire) to communicate dispatch information (CAD), Law Enforcement Agencies Data System (LEADS), police records, ambulance patient care reports, etc. Several types of units were evaluated and the Panasonic Toughbook unit will best serve our needs. Trustee Harper asked if the units are installed in the vehicles. Mr. Ambroziak stated the vehicles have docking stations for the units. Trustee Harper asked if the units are removed from the vehicles. Mr. Ambroziak stated the units are only removed for maintenance needs. ROLL CALL:

Trustee Harper	Aye	Trustee Thon	Aye
Trustee Schmidt	Aye	Trustee Carlson	Aye
Trustee Baumer	Aye	Trustee Cecille	Aye

Motion carried.

**PUBLIC WORKS - Trustee Baumer/Trustee Schmidt**

**A-19-142 Resolution – Approval of Bid / Fire Station No. 31 Demolition**

Request the Board approve a Resolution entitled “A RESOLUTION DECLARING THE LOWEST RESPONSIBLE BIDDER AND AUTHORIZING THE EXPENDITURE OF \$100,500.00 FOR THE DEMOLITION OF FIRE STATION NO. 31.” This Resolution accepts the bid from Green Demolition, the low bidder for the demolition of Fire Station No. 31 for a cost not to exceed \$100,500.00.

Trustee Baumer presented the Resolution and moved for approval. Trustee Carlson seconded the motion. Community Development Director John Peterson stated the existing building is scheduled for demolition starting on January 13, 2020. Equipment and furnishings are being relocated to other facilities. MTI (Construction Manager) prepared the bid package for the demolition; five bids were received with Green Demolition being the lowest responsible bid. Andy Jones from MTI was present for questions.

Trustee Harper confirmed usable equipment and furnishings are being relocated. He asked specifically about the vehicle exhaust system. Chief Clark stated the exhaust system has been relocated for use in Station #32. Trustee Carlson asked about debris disposal after demo. Mr. Jones stated the site will be cleared and cleaned of all demolition debris. Mr. Jones also provided an overview of the actual demolition plans and processes. ROLL CALL:

Trustee Thon	Aye	Trustee Schmidt	Aye
Trustee Carlson	Aye	Trustee Baumer	Aye
Trustee Cecille	Aye	Trustee Harper	Aye

Motion carried.

RESOLUTION 2019-59

**COMMUNITY AFFAIRS - Trustee Thon/Trustee Cecille**

**A-19-137 Ordinance – Approval of 2020 Non-Union Employee Pay Plan**

Request the Board approve an Ordinance entitled “AN ORDINANCE AMENDING TITLE 1, CHAPTER 11, SECTION 1-11-2-2 OF THE VILLAGE CODE OF THE VILLAGE OF STREAMWOOD, COOK COUNTY, ILLINOIS.” This Ordinance establishes 2020 salary ranges for the eight job categories affecting non-union Village employees.

Trustee Thon presented the Ordinance for second reading and moved for approval. Trustee Schmidt seconded the motion. ROLL CALL:

Trustee Schmidt	Aye	Trustee Carlson	Aye
Trustee Baumer	Aye	Trustee Cecille	Aye
Trustee Harper	Aye	Trustee Thon	Aye

Motion carried.

ORDINANCE 2019-46

**LEGISLATIVE – Trustee Cecille/Trustee Thon**

**A-19-143 Resolution – Approval of Professional Collection Services Agreement**

Request the Board approve a Resolution entitled “A RESOLUTION APPROVING AND AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE A PROFESSIONAL COLLECTION SERVICES AGREEMENT WITH MUNICIPAL COLLECTIONS OF AMERICA, INC.” This Resolution approves a contract for services to permit Municipal Collections of America, Inc. to act as Village collection agency.

Trustee Cecille presented the Resolution and moved for approval. Trustee Carlson seconded the motion. Police Chief Daryl Syre stated the Village worked with Northwest Collectors since 1989 and the agreement had lapsed. Proposals were solicited and six companies submitted; two were chosen for interview. After review, Municipal Collections of America, Inc. (MCOA) was chosen as the preferred vendor. They are local and offer a customer-service oriented collection service, and at a lessor cost. The proposed agreement is for one year, but may be continued under the same terms for additional one year increments until terminated by either party. There is no cost to the Village until a debt is collected; MCOA would receive a 25% commission for those collected funds.

Trustee Harper asked about ambulance billing. Fire Chief Clark stated the initial billing is through Andreas with follow-up through MCOA as needed. Trustee Harper also confirmed the Village can terminate if desired. ROLL CALL:

Trustee Carlson	Aye	Trustee Baumer	Aye
Trustee Cecille	Aye	Trustee Harper	Aye
Trustee Thon	Aye	Trustee Schmidt	Aye

Motion carried.

RESOLUTION 2019-60

**A-19-144 Resolution – Approval of Contract / Enterprise Resource Planning**

Request the Board approve a Resolution entitled “A RESOLUTION APPROVING AND AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE ON BEHALF OF THE VILLAGE AND AUTHORIZING THE VILLAGE CLERK TO ATTEST TO A CERTAIN CONTRACT WITH TYLER TECHNOLOGIES, INC. TO PROVIDE ENTERPRISE RESOURCE PLANNING SOFTWARE AND RELATED SERVICES.” This Resolution authorizes the Board to approve a contract with Tyler Technologies, Inc. to add the ExecuTime program, migrate data from ground services, and continue to provide the Village with Enterprise Resource Planning (ERP) business management software.

Trustee Cecille presented the Resolution and moved for approval. Trustee Baumer seconded the motion. IT Director Victor Ambroziak noted the Village’s initial contract in 2015 with Tyler for the ERP software and stated this amends the original contract to use the software hosted on Tyler’s servers, known as Software as a Service (SaaS). The EnerGov software has been deferred until the GIS system was

sufficiently developed. Hosting the EnerGov software locally would require the purchase of additional servers and storage hardware. After evaluation, it has been determined that SaaS would be the most cost effective solution and in the best interest for the Village. There is a one-time fee of \$10,000 for migration planning service and a secure network connection device (VPN). The annual fee for all modules excluding ExecuTime is \$218,106, and this is a three-year contract. There is one-time cost for ExecuTime implementation of \$68,675 with an annual fee of \$14,990. Executime will be implemented mid-2020 and is new to the contract. Funds are available in FERF for this project.

Trustee Schmidt confirmed that costs for additional storage space are included in the contract price. Trustee Harper confirmed the ExecuTime costs will not be paid until the software is implemented. He expressed concern for the security of data and backup of the data. Mr. Ambroziak stated Tyler has 2 data centers to provide redundancy and backup. The contract also specifies Tyler is responsible for recovery within a timely manner for all stored data. Trustee Harper asked about paper backup capability. Mr. Ambroziak stated the entire file could be duplicated, but would be obsolete as soon as another keystroke happened by any user in the system. Trustee Cecille confirmed the annual cost and asked what the cost would have been for in-house storage. Mr. Ambroziak estimated approximately \$200,000 to purchase the initial hardware needed, the cost of planned replacement hardware, and then the cost of individual user licenses as well. ROLL CALL:

Trustee Baumer	Aye	Trustee Cecille	Aye
Trustee Harper	Aye	Trustee Thon	Aye
Trustee Schmidt	Aye	Trustee Carlson	Aye

Motion carried.

RESOLUTION 2019-61

**PUBLIC COMMENTS:**

**ADJOURNMENT:**

Trustee Harper moved to adjourn. Trustee Cecille seconded the motion. A voice vote approved the adjournment. The Village Board adjourned their meeting at 7:53 p.m.

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Billie D. Roth  
Village President

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Kittie L. Kopitke  
Village Clerk

Approved this 16th day of January 2020