

**Administrative-Finance Committee**  
**April 3, 2017**  
**6:00 p.m. – City Hall Conference Room**

1. **Call to Order**
2. **Public Comment**
3. **New Business**
  - a. **Mosquito Contract** - Consideration to continue service with Clarke Mosquito for a two or three year contract
  - b. **Motion** – Approving an agreement between the City of Darien and the Darien Chamber of Commerce - 2017 Darien Fest
  - c. **Approval of Minutes – October 6, 2016**
4. **Other Business**
5. **Next Meeting – Monday, May 1, 2017**
6. **Adjournment**

**AGENDA MEMO**  
**Administrative/Finance Committee**  
**April 3, 2017**

**ISSUE STATEMENT**

Consideration to continue service with Clarke Mosquito for a two or three year contract.

**BACKGROUND/HISTORY**

Clarke Mosquito has been the contractor to control mosquito population for the City of Darien since approximately 2006. There currently are no other alternatives for mosquito abatement and Clarke has offered to the City of Darien two separate proposals. The first is three year pricing of \$40,887 or the second is a 2 year contract that includes a 2% increase on average to \$40,887 in year 1 and \$42,110 in year 2. These 2 proposals are part of their EarthRight Program, a more environmentally friendly operation that reduces the City's carbon footprint as well as utilizes an EPA recognized larvicide called Natular.

The second proposal is their standard program which has an increase of 4% for each year or a 2 year program with similar increases.

**STAFF/COMMITTEE RECOMMENDATION**

Staff recommends entering into a three year contract with Clarke Mosquito under the EarthRight Program at \$40,887 per year. It contains our costs over the next several years and is more environmentally friendly.

**ALTERNATE CONSIDERATION**

As directed

**DECISION MODE**

This item will be on the April 17, 2017 City Council meeting for formal approval.



**Clarke Environmental Mosquito Management, Inc.,  
Professional Services Outline for  
The 2017 City of Darien EarthRight  
Environmental Mosquito Management (EMM) Program**

**Part I. General Service**

- A. Aerial Survey and Geographic Information System (GIS) Mapping
- B. Computer System and Record Keeping Database
- C. Public Relations and Educational Brochures
- D. Mosquito Hotline Citizen Response – (800) 942-2555
- E. Comprehensive Insurance Coverage naming the City of Darien additionally insured
- F. Program Consulting and Quality Control Staff
- G. Monthly Operational Reports, Periodic Advisories, and Annual Report
- H. Regulatory compliance on local, state, and federal levels

**Part II. Surveillance and Monitoring**

- A. Floodwater Mosquito Migration Model:  
The use of weather data and computer model to predict the arrival of *Aedes vexans* brood (hatch) and peak annoyance periods. (Clarke will contact the City of Darien representative and inform him/her of the impending brood arrival.
- B. Arbovirus Surveillance:
  - 1. Clarke New Jersey Light Trap Network to monitor and evaluate adult mosquito activity.
- C. Weather Monitoring – Operational Forecasts

**Part III. Larval Control**

- A. Targeted Mosquito Management System (TMMS™) computer database and site management.
- B. Larval Site Monitoring: 12 inspections
  - 1. Four (4) complete inspections of up to 76 sites as outlined by most recent Clarke GIS Survey.
  - 2. Five (5) targeted inspections of up to 38 breeding areas as determined by the computerized Clarke Targeted Mosquito Management System™.
  - 3. Three (3) targeted inspections of up to 33 known *Culex spp.* breeding areas as determined by the computerized Clarke Targeted Mosquito Management System™.
  - 4. Inspections of sites called in by residents on the Mosquito Hotline.
- C. Prescription Larval Control will be performed with Natular™ mosquito larvicide as described in the following sections.
  - 1. Larval Control: The program provides for up to 73 acres of single brood or 30 day residual product with backpack or hand equipment or with helicopter.
  - 2. Larval Control: The program provides for 3 backpack pre-hatch treatments of up to 1.0 acres using a 30 day residual product in the “Dale Basin” area.



3. Larval Control: The program provides for treatment of 3 backpack pre-hatch treatments of up to 0.5 acres using a 30 day residual product in the “Chestnut Detention Basin” area near Lemont Road and 75<sup>th</sup> Street.
4. Helicopter Prehatch: Three (3) treatments using a 30 day residual product of up to 15.0 acres for floodwater mosquito control.
5. Larval Control: Stocking of 2,000 mosquito fish (*Gambusia affinis*) for biological control.
6. Catch Basins: Back Yard Catch Basins: One (1) treatment of up to 6 known backyard catch basins using Natular™ XRT extended residual slow release insecticide for control of up to 180 days. As new backyard catch basins are identified via citizen feedback and City referrals, treatments will be performed and the locations added to the master list for future residents.
7. Catch Basins: One treatment of up to 2,000 catch basins, inlets and manholes using Natular™ XRT extended residual slow release insecticide for up to 180 day control.
  - a. GPS DataMaster® technology will be used to record treated catch basin locations. Post-treatment application maps depicting the catch basin locations will be provided to the City as part of the monthly operational reports.

#### **Part IV. Adult Control**

- A. Adulciding in mosquito harborage areas:
  1. Upon City authorization, backpack barrier treatments using a synthetic pyrethroid insecticide of festival and concession stand areas for residual control of adult mosquitoes.
- B. Adulciding in Residential Areas:
  1. Upon City authorization, community-wide truck ULV treatments of up to 89.4 miles of streets using Merus™ a botanical insecticide. Any additional authorized community ULV treatments will be priced at \$8,800.00 per treatment.
- C. Adulciding Operational Procedures
  1. Notification of community contact.
  2. Weather limit monitoring and compliance.
  3. Notification of residents on Clarke Call Notification List.
  4. ULV particle size evaluation.
  5. Insecticide dosage and quality control analysis.

**2017 EarthRight Payment Total Price for Parts I, II, III, IV\*\***

**\$40,887.00**

**\*\*NPDES Permit:** A National Pollutant Discharge Elimination System (NPDES) permit is necessary for the execution of the work for mosquito control effective October 31, 2011. Any additional costs associated with activities and/or services that may be required by Clarke in order to comply with an NPDES permit are not included in this proposal.

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**Clarke Environmental Mosquito Management, Inc.,  
Client Agreement Authorization for  
The 2017 City of Darien EarthRight  
Environmental Mosquito Management (EMM) Program**

I. **Program Payment Plan:** For Parts I, II, III, and IV as specified in the 2017 Professional Services Price Outline, the total for the 2017 program is \$40,887.00. The payments will be due according to the payment schedule below. Any additional treatments beyond the core program will be invoiced when the treatment is completed. City of Darien has the option to extend this program for 2018 and 2019, holding 2017 pricing - or - to extend this program for 2018 only at rates not to exceed a (3%) annual increase.

**PROGRAM PAYMENT PLAN (2017-2019)**

Month	2017	2018	2019
May 1	\$10,221.75	\$10,221.75	\$10,221.75
June 1	\$10,221.75	\$10,221.75	\$10,221.75
July 1	\$10,221.75	\$10,221.75	\$10,221.75
August 1	\$10,221.75	\$10,221.75	\$10,221.75
<b>TOTAL</b>	<b>\$40,887.00</b>	<b>\$40,887.00</b>	<b>\$40,887.00</b>

**PROGRAM PAYMENT PLAN (2017-2018)**

Month	2017	2018
May 1	\$10,221.75	\$10,527.50
June 1	\$10,221.75	\$10,527.50
July 1	\$10,221.75	\$10,527.50
August 1	\$10,221.75	\$10,527.50
<b>TOTAL</b>	<b>\$40,887.00</b>	<b>\$42,110.00</b>

II. **Approved Contract Period and Agreement:**

Please check one of the following contract periods:

**2017 thru 2019 Season**

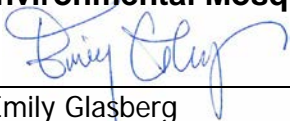
**2017 thru 2018 Season**

(New areas to be covered in 2018 - 2019 will be pro-rated to the program cost at the rates in effect at the time.)

**For City of Darien:**

Sign Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**For Clarke Environmental Mosquito Management, Inc.:**

Name:  Title: Key Accounts Manager Date: 11/17/2016  
Emily Glasberg



EarthRight™

**Clarke Environmental Mosquito Management, Inc.,  
Client Authorization for  
The 2017 City of Darien EarthRight  
Environmental Mosquito Management (EMM) Program**

**Administrative Information:**

**Invoices should be sent to:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ P.O. # \_\_\_\_\_  
E-mail: \_\_\_\_\_ County: \_\_\_\_\_

**\*\*In an effort to be more sustainable, we ask that you provide us with an  
Email address that the invoices should be sent to.\*\***

**Treatment Address (if different from above):**

County: \_\_\_\_\_

Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

**Contact Person for City of Darien:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Pager: \_\_\_\_\_

**Alternate Contact Person for City of Darien:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Pager: \_\_\_\_\_

**Please sign and return a copy of the complete contract for our files to:**

Clarke Environmental Mosquito Management, Inc., Attn: Emily Glasberg  
675 Sidwell Court, St Charles, IL 60174 or email to [eglasberg@clarke.com](mailto:eglasberg@clarke.com)

# LOOKING FOR MORE SUSTAINABLE MOSQUITO CONTROL?

Want more information about EarthRight for your community?

Just send us an email

Your E-mail address

## EarthRight™. The most sustainable public health solution for effective community mosquito control

EarthRight signals what is truly a groundbreaking municipal **public health service** by using only products made from naturally-derived active ingredients – along with inventive and earth-friendly application methods including bicycles and all-electric sprayers. It's the reason we say EarthRight is designed to "Love the Earth. Not mosquitoes."

### Sustainable Design Products

EarthRight employs a unique pairing of two EPA-registered products – Natular larvicide and Merus™ adulticide– to give communities the most sustainable choice available for effective mosquito control.

**Natular** received the **U.S. Environmental Protection Agency's Presidential Green Chemistry Challenge Award** in 2010, and was the first "Reduced Risk" larvicide that the EPA registered. This classification recognizes new pesticides with more favorable human safety and environmental impact profiles than current alternatives. Natular has the first new active ingredient for a chemical larvicide in nearly three decades and is effective at use rate two to 10 times lower than traditional synthetic products.

**EarthRight** is the industry's first and only service that uses products that are **Organic Materials Review Institute (OMRI) Listed®** for use in and around organic gardens and farms. Merus, with an active ingredient derived from chrysanthemum flowers, is the first OMRI Listed adulticide for wide-area mosquito control.

### Earth Friendly Energy Saving

EarthRight's targeted, earth-friendly application methods **help reduce emissions...reduce a community's carbon footprint and environmental impact** by:

- Taking full advantage of GPS technology to efficiently route field technicians to monitor breeding sites and treatment locations
- Mobilizing Toyota hybrid Prius cars for crew transportation and bicycles for the application of larvicide in catch basins
- Using electric, instead of gas-powered, Ultra Low Volume (ULV) adulticide applicators carried on smaller, more energy-efficient trucks for night-time treatments
- Minimizing impact on hard-to-reach sensitive environments via helicopter applications

### Community Engagement

EarthRight is a very real and visible public service that demonstrates a more sustainable solution is available, even for effective mosquito control.

- Clarke supports communities' stewardship efforts by complementing existing sustainable programs or providing a starting point for "green" initiatives.
- EarthRight offers improved community connections. We'll work with you to create messages and updates that can help you educate residents on how to reduce mosquito populations and to understand the environmental and community health benefits EarthRight provides.
- An EarthRight toolkit is available with communication support materials for your use, including website and newsletter copy, press releases, video and even community posters.





**Clarke Environmental Mosquito Management, Inc.,  
Professional Services Outline for 2017  
City of Darien  
Environmental Mosquito Management (EMM) Program**

**Part I. General Service**

- A. Aerial Survey and Geographic Information System (GIS) Mapping
- B. Computer System and Record Keeping Database
- C. Public Relations and Educational Brochures
- D. Mosquito Hotline Citizen Response – (800) 942-2555
- E. Comprehensive Insurance Coverage naming the City of Darien additionally insured
- F. Program Consulting and Quality Control Staff
- G. Monthly Operational Reports, Periodic Advisories, and Annual Report
- H. Regulatory compliance on local, state, and federal levels

**Part II. Surveillance and Monitoring**

- A. Floodwater Mosquito Migration Model:  
The use of weather data and computer model to predict the arrival of *Aedes vexans* brood (hatch) and peak annoyance periods. (Clarke will contact the City of Darien representative and inform him/her of the impending brood arrival.
- B. Arbovirus Surveillance:
  - 1. Clarke New Jersey Light Trap Network to monitor and evaluate adult mosquito activity.
- C. Weather Monitoring – Operational Forecasts

**Part III. Larval Control**

- A. Targeted Mosquito Management System (TMMS™) computer database and site management.
- B. Larval Site Monitoring: 12 inspections
  - 1. Four (4) complete inspections of up to 76 sites as outlined by most recent Clarke GIS Survey.
  - 2. Five (5) targeted inspections of up to 38 breeding areas as determined by the computerized Clarke Targeted Mosquito Management System™.
  - 3. Three (3) targeted inspections of up to 33 known *Culex spp.* breeding areas as determined by the computerized Clarke Targeted Mosquito Management System™.
  - 4. Inspections of sites called in by residents on the Mosquito Hotline.
- C. Prescription Larval Control will be performed with VectoLex® (*Bacillus sphaericus*), VectoBac® (*Bacillus thuringiensis israelensis* - Bti), Abate®, Natular®, and/or Altosid® mosquito larvicide as described in the following sections.
  - 1. Larval Control: The program provides for up to 73 acres of single brood or 30 day residual product with backpack or hand equipment or with helicopter.





2. Larval Control: The program provides for 3 backpack pre-hatch treatments of up to 1.0 acres using a 30 day residual product in the “Dale Basin” area.
3. Larval Control: The program provides for treatment of 3 backpack pre-hatch treatments of up to 0.5 acres using a 30 day residual product in the “Chestnut Detention Basin” area near Lemont Road and 75<sup>th</sup> Street.
4. Helicopter Prehatch: Three (3) treatments using a 30 day residual product of up to 15.0 acres for floodwater mosquito control.
5. Larval Control: Stocking of 2,000 mosquito fish (*Gambusia affinis*) for biological control.
6. Catch Basins: Back Yard Catch Basins: One (1) treatment of up to 6 known backyard catch basins using an extended residual slow release insecticide for control of up to 150 days. As new backyard catch basins are identified via citizen feedback and City referrals, treatments will be performed and the locations added to the master list for future residents.
7. Catch Basins: One treatment of up to 2,000 catch basins, inlets and manholes using an extended residual slow release insecticide for up to 150 day control.
  - a. GPS DataMaster® technology will be used to record treated catch basin locations. Post-treatment application maps depicting the catch basin locations will be provided to the City as part of the monthly operational reports.

#### **Part IV. Adult Control**

- A. Adulticiding in mosquito harborage areas:
  1. Upon City authorization, backpack barrier treatments using a synthetic pyrethroid insecticide of festival and concession stand areas for residual control of adult mosquitoes.
- B. Adulticiding in Residential Areas:
  1. Upon City authorization, community-wide truck ULV treatments of up to 89.4 miles of streets using Anvil® / Biomist® or synthetic pyrethroid insecticide. Any additional authorized community ULV treatments will be priced at \$7,650.00 per treatment.
- C. Adulticiding Operational Procedures
  1. Notification of community contact.
  2. Weather limit monitoring and compliance.
  3. Notification of residents on Clarke Call Notification List.
  4. ULV particle size evaluation.
  5. Insecticide dosage and quality control analysis.

**2017 EMM Payment Total Price for Parts I, II, III, IV\*\***

**\$41,700.00**

**\*\*NPDES Permit:** A National Pollutant Discharge Elimination System (NPDES) permit is necessary for the execution of the work for mosquito control effective October 31, 2011. Any additional costs associated with activities and/or services that may be required by Clarke in order to comply with an NPDES permit are not included in this proposal.

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**Clarke Environmental Mosquito Management, Inc.,  
Client Agreement Authorization for 2017  
City of Darien  
Environmental Mosquito Management (EMM) Program**

I. **Program Payment Plan:** For Parts I, II, III, and IV as specified in the 2017 Professional Services Price Outline, the total for the 2017 program is \$41,700.00. The payments will be due according to the payment schedule below. Any additional treatments beyond the core program will be invoiced when the treatment is completed. City of Darien has the option to extend this program for 2018 and 2019, holding 2017 pricing - or - to extend this program for 2018 only at rates not to exceed a (3%) annual increase.

**PROGRAM PAYMENT PLAN (2017-2019)**

Month	2017	2018	2019
May 1	\$10,425.00	\$10,425.00	\$10,425.00
June 1	\$10,425.00	\$10,425.00	\$10,425.00
July 1	\$10,425.00	\$10,425.00	\$10,425.00
August 1	\$10,425.00	\$10,425.00	\$10,425.00
<b>TOTAL</b>	<b>\$41,700.00</b>	<b>\$41,700.00</b>	<b>\$41,700.00</b>

**PROGRAM PAYMENT PLAN (2017-2018)**

Month	2017	2018
May 1	\$10,425.00	\$10,737.50
June 1	\$10,425.00	\$10,737.50
July 1	\$10,425.00	\$10,737.50
August 1	\$10,425.00	\$10,737.50
<b>TOTAL</b>	<b>\$41,700.00</b>	<b>\$42,950.00</b>

II. **Approved Contract Period and Agreement:**

Please check one of the following contract periods:

**2017 thru 2019 Season**

**2017 thru 2018 Season**

(New areas to be covered in 2018 - 2019 will be pro-rated to the program cost at the rates in effect at the time.)

**For City of Darien:**

Sign Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**For Clarke Environmental Mosquito Management, Inc.:**

Name: Emily Glasberg Title: Key Accounts Manager Date: 11/17/2016  
Emily Glasberg



Proposal

**Clarke Environmental Mosquito Management, Inc.,  
Client Authorization for 2017  
City of Darien  
Environmental Mosquito Management (EMM) Program**

**Administrative Information:**

**Invoices should be sent to:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ P.O. # \_\_\_\_\_  
E-mail: \_\_\_\_\_ County: \_\_\_\_\_

**\*\*In an effort to be more sustainable, we ask that you provide us with an  
Email address that the invoices should be sent to.\*\***

**Treatment Address (if different from above):**

County: \_\_\_\_\_

Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

**Contact Person for City of Darien:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Pager: \_\_\_\_\_

**Alternate Contact Person for City of Darien:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Pager: \_\_\_\_\_

**Please sign and return a copy of the complete contract for our files to:**

Clarke Environmental Mosquito Management, Inc., Attn: Emily Glasberg  
675 Sidwell Court, St Charles, IL 60174 or email to [eglasberg@clarke.com](mailto:eglasberg@clarke.com)

**AGENDA MEMO**  
**Admin/Finance Committee**  
**April 3, 2017**

**ISSUE STATEMENT**

Motion approving an Agreement between the City of Darien and the Darien Chamber of Commerce - 2017 Darien Fest.

**BACKGROUND/HISTORY**

During this year's budget meetings the City Council discussed options regarding the Chamber reimbursing the City for City expenses related to Darien Fest. Treasurer Coren provided an option for determining the reimbursement for City expenses and that option was reviewed by the City Council. The option was put into an agreement form and is to be considered by the City and Chamber.

**STAFF/COMMITTEE RECOMMENDATION**

Staff recommends approval of the agreement.

**ALTERNATE CONSIDERATION**

As directed.

**DECISION MODE**

This item will be placed on the April 17, 2017, City Council agenda for formal consideration.

AGREEMENT BETWEEN THE CITY OF DARIEN  
AND THE DARIEN CHAMBER OF COMMERCE - 2017 DARIEN FEST

The City incurs certain expenses associated with the Darien Fest conducted by the Darien Chamber of Commerce. In order to offset the City's expenses, the formula below will be used to determine the reimbursement amount the City will receive from the Chamber.

The Chamber will reimburse the City based on the net profit made by the Chamber and the City's total expense including, but not limited to, employee overtime, outside contractor costs and materials such as barricade rentals. Net profit is the profit made by the Chamber after direct expenses have been deducted. No deduction is allowed for any allocated overhead items. Overhead items are those fixed Chamber expenses, including, but not limited to, regular salaries and other expenses that are incurred by the Chamber even if the fest did not occur.

REIMBURSEMENT FORMULA:

Chamber's Net profit	Reimbursement as a percentage of City costs	Reimbursement amount (example based on \$16,000 Net Profit) *
\$0 to \$19,999	15%	\$2,400
\$20,000	25%	\$4,000
\$25,000	30%	\$4,800
\$30,000	35%	\$5,600
\$35,000	40%	\$6,400
\$40,000	45%	\$7,200
\$45,000	50%	\$8,000
\$50,000	55%	\$8,800
\$55,000	60%	\$9,600
\$60,000	65%	\$10,400
\$70,000	70%	\$11,200
\$80,000	80%	\$12,800
\$90,000	90%	\$14,400
\$100,000	100%	\$16,000

\* Actual reimbursement to be calculated after the Chamber's net profit and Darien expenses have been determined.

APPROVED:

City of Darien \_\_\_\_\_ Date \_\_\_\_\_

Chamber of Commerce \_\_\_\_\_ Date \_\_\_\_\_

**City of Darien**  
**Minutes of the Administrative/Finance Committee**  
**October 3, 2016**

The Meeting was called to order by Chairman/Alderman Ted Schauer at 6:00 pm. Committee member Aldermen Kenny was present. Treasurer Mike Coren and staff members present included City Administrator Bryon Vana, and Assistant City Administrator Paul Nosek.

**Tax Levy – Motion to approve the tax levy determination for general and special purposes for Fiscal Year 2016/2017**

Staff advised that they recommend approval of the levy determination and ordinances which set the City’s 2016 general property tax levy and special corporate tax levy (police pension fund) at \$2,183,796 and set the City’s 2016 Special Service Area I property tax levy at \$5,000. Staff advised this request will not increase the total levy over last year’s extension. The levy for the police pension fund is based on the actuary report conducted on the Police Pension Fund and the bond levy was already approved by the original bond ordinance. The committee unanimously recommended approval of the tax levy determination.

**Refuse Options – Discussion Only**

Staff advised that the City currently has a contract with Advance Disposal (formally Veolia) for garbage, yard waste, and recycling services. The City approved a 4 year contract on February 7, 2011, and approved a 2 year contract extension on November 17, 2014. That extension is through March 31, 2017. Recently, Advanced Disposal contacted the City staff regarding a possible 5 year contract extension. Staff also advised that this item will be discussed at goal setting but I wanted to provide the Administrative/Finance Committee with information in advance. The Committee reviewed the proposal from Advanced with no action taken.

**Resolution – Authorizing the City to accept a proposal from AIS Inc. for computer consulting services and backup solutions in the amount of \$48,240.00 annually and one-time charge of \$5,572.00 for equipment and set up**

Staff advised that the City of Darien utilizes an outside consultant to maintain its computer networks and systems including all in car police laptops, network servers and field laptops. The City recently went through the process of obtaining proposals for these services and the original recommendation was unable to produce a contract that was satisfactory to both parties. The City has moved to the next lowest responsible bidder AIS. The Committee reviewed the bid results and services to be provided. The committee unanimously recommended approval of the resolution.

**Minutes – September 6, 2016**

The minutes were approved as presented.

**Adjournment** - The meeting adjourned at 6:35.

Approved:

Ted Schauer, Chairman \_\_\_\_\_

Joseph Kenny, Member \_\_\_\_\_

Thomas Chlystek, Member \_\_\_\_\_