

AGENDA
REVISED
Administrative-Finance Committee
June 13, 2011
6:30 P.M. – Conference Room

1. **Call to Order**
2. **Establishment of Quorum**
3. **Public Comment**
4. **Discussion Items**
 - a. **Student Letter on Curfew**
 - b. **Speedway Liquor License**
 - c. **Sale of Surplus Property – Police Department**
 - d. **A T & T Agreement – 1220 Plainfield Rd**
 - e. **Building Permit Waiver Review**
 - f. **Web Q & A – Building module**
 - g. **Executive Session Minutes**
 - h. **Identity Protection Policy**
5. **Other Business**
6. **Next Meeting – July 11, 2011**
7. **Adjournment**

AGENDA MEMO
Administrative/Finance Committee
June 13, 2011

ISSUE STATEMENT

Discussion of letters sent to several elected officials and a petition presented at the City Council meeting on May 16, 2011 about curfew fine levels outlined in the Darien City Code.

BACKGROUND/HISTORY

As part of a class project, twenty teenagers from Hinsdale South wrote letters to elected officials and presented a petition at the May 16, 2011 City Council meeting requesting the City of Darien amend the City Code pertaining to fines for curfew violations. Currently the City Codes provides for a fine range of \$25 - \$750 for minors violating curfew, and a fine range of \$75 - \$750 for parents or guardians who negligently permit a person to violate a curfew law. The petition requests the fines be replaced with a fine of \$50 - \$500.

The City of Darien curfew ordinance does not allow a person under seventeen to be in public between 11pm – 6am Sunday through Thursday or between midnight – 6am on Saturday or Sunday. When someone is cited for an ordinance violation, they are either given a \$25 ticket that can be paid immediately at the Police Department, or the officer can give the violator a “Must Appear In Court” ticket that would require an appearance in the local traffic court. If the judge would find this party guilty, our ordinance gives him the authority to issue a fine within these ranges at his discretion.

Over the past few years, the only fines issued for minors violating curfew have been for \$25. In general, a judges generally issue fines at the maximum range if there are aggravating circumstances that make the judge feel a higher fine is needed either to penalize or to encourage compliance with the ordinance in the future.

STAFF RECOMMENDATION

For Discussion

ALTERNATE CONSIDERATION

For Discussion

DECISION MODE

For Discussion

Darien Curfew Law

Petition

The penalty for breaking the Darien Curfew Law is currently \$75.00 to \$750.00, per offense.

We the undersigned, 13-19 year old residents of Darien and surrounding communities, support amending the city code to replace the current penalty with a \$50.00 to \$500.00 fine.

Name	Address	Phone Number
<u>Akville Zakarauskaitė</u>	<u>8718 Skyline Dr, Burr Ridge IL</u>	<u>708 612 4931</u>
<u>Nicole Stoltze</u>	<u>8428 Creekside Ln, Darien, IL</u>	<u>630 901 2657</u>
<u>Alla Davila</u>	<u>138 Sunrise Ave Willowbrook IL</u>	<u>630 789 3109</u>
<u>Darius Dunlap</u>	<u>4515 Country Lane Apt 1W</u>	<u>708-(653)-6123</u>
<u>Ashley Rainsford</u>	<u>1118 Plainfield Road Apt 117 Darien, IL</u>	<u>630-962-2114</u>
<u>Haley Vachato</u>	<u>8024 Williams Dr Willowbrook IL</u>	<u>630-797-9279</u>
<u>Sean Miller</u>	<u>826 West 79th Street Darien IL</u>	<u>630-969-3739</u>
<u>Molly Williams</u>	<u>6736 Ridge Rd Darien, IL</u>	<u>630 960 2359</u>
<u>Mica Mangianthi</u>	<u>161 Bonnie Brae Ln, Willowbrook, IL</u>	<u>630-655-0876</u>
<u>Alexander Haralamopoulos</u>	<u>16w 645 87th Street</u>	<u>630-706-1117</u>
<u>German Sosa</u>	<u>118458 Rockwell Ct Willowbrook, IL</u>	<u>312-532-3318</u>
<u>Sheila Martinez</u>	<u>1109 79th St. #5 Darien, IL</u>	<u>630-390-0667</u>
<u>Hannah Oh</u>	<u>7301 Capital Dr, Darien, IL</u>	<u>331-481-1772</u>
<u>Isabella A. Starcher</u>	<u>111286 Hawthornkle Home Ln Willowbrook, IL</u>	<u>630-974-6025</u>
<u>Dawn Martinez</u>	<u>101 Highland Rd, Willowbrook IL</u>	<u>(630) 739-9962</u>
<u>Nick Giermanski</u>	<u>45774 Clarendon Hills Road</u>	<u>630 664-8125</u>
<u>MINZAH ANEEL</u>	<u>9101 Dewitt Blvd Dr Darien, IL</u>	<u>630-962-0600</u>
<u>Michelle Romano</u>	<u>105020 Lakewood Dr Willowbrook IL</u>	<u>630-518-8691</u>
<u>Anthony Colant</u>	<u>213 Sunrise Ave Willowbrook IL</u>	<u>630-887-0697</u>
<u>Jessica Horvath</u>	<u>715 Walnut Drive Apt 105</u>	<u>630-400-5158</u>

7513 Farmingdale Drive #203
Darien, IL 60561

May 6, 2011

Tina Beilke
1702 Plainfield Rd.
Darien, IL 60561

Dear Alderman Beilke,

I have been a resident of Darien for over ten years and recently I have noticed what I believe to be a problem with our city's current curfew law. The law states that if caught out past curfew a minor may be fined a maximum of \$750, which I believe is undeservedly harsh. Darien is one of only three cities in DuPage County with a maximum penalty over \$500, the current state maximum for curfew. I see no reason that any minor should be fine this amount of money and I believe that the fine should be lowered to match that of the state.

In Darien the only people who are going to violate this law are minors who are most likely under the guardianship of their parents and have no way to pay \$750 on their own. Another issue I have with this law is that there are greater offenses that have a lesser punishment, for example a minor will be fined less for possession of cannabis than they will for violating curfew. It makes no sense to have a higher fine for a minor out past curfew to be fine more than a minor who is outside and is in possession or under the influence of cannabis.

In conclusion I believe it would be best to lower the maximum fine to match the maximum of state. If lowered it would still be able to do its job as a deterrent and still be a reasonable fine. Thank you for taking time out of your day to consider this issue.

Sincerely,



Jalen Jones

7310 Leonard Dr.
Darien, IL 60561

5-6-2011

Tina Beilke
Darien City Hall
1702 Plainfield Rd.
Darien, IL 60561

Dear Alderman Beilke,

I am a concerned citizen, student, and young adult. I'm an eighteen year old senior at Hinsdale South High School located in the fine city you serve. Some of my friends and I were doing some research on the Darien Code and came across some interesting facts. The current curfew law is what I'm referring to. It states, "Any person violating any provision of section 8-12-1 of this chapter shall be fined not less than twenty five dollars (\$25.00) nor more than seven hundred fifty dollars (\$750.00). Any person violating section 8-12-4 of this chapter shall be fined not less than seventy five dollars (\$75.00) nor more than seven hundred fifty dollars (\$750.00). (Ord. 0-17-04, 5-17-2004)"

The maximum fine is stated to be \$750.00. I also looked up theft and saw that the maximum fine is \$500.00. Finally the cannabis law has a maximum fine of \$500.00. I would say that this information seems a little strange. Committing theft, and/or ingesting cannabis seem to be way worse crimes than being out as little as 1 minute past midnight. Another question I would have is; how would someone get a fine of \$750? I do realize that sometimes high prices are set to deter people from doing something, but it would seem that there should be a higher price for those laws that seem more extreme. Breaking a law is still breaking a law, but let's be honest some laws are more intense and if broken deserve more harsh a penalty. I don't believe that one of those more intense laws is curfew.

Now I ask of you to check this and reconsider the fine of curfew and lowering the maximum to \$500.00 unless you can give me proper justification that the curfew law is more important than the cannabis and theft laws. Thank you for your time

Sincerely,

A handwritten signature in cursive script that reads "Raymond Riordan". The signature is written in black ink and is positioned below the word "Sincerely,".

Raymond Riordan

619 67th Place
Willowbrook, IL 60527

May 6, 2011

Tina Beilke
Darien City Hall
1702 Plainfield Rd.
Darien, IL 60561

Dear Alderman Beilke,

I am a concerned youth in the Darien area who believes that the fine for violating the curfew law is much too high. In Darien the maximum fine is currently seven hundred and fifty dollars; which I feel is unfair for young people who are the least able to pay it. I also find that this fine is arbitrary. The maximum fine is higher for violating the curfew law, than it is for cannabis possession. This is not how it should be.

I would like to see Darien's maximum fine lowered to the state's maximum, of five hundred dollars. This would be much fairer to the residents in Darien who are thirteen to seventeen years of age. I am not the only one who feels this way; there are a large group of people who are against this law. We have polled and signed a petition.

Thank for the time you took to this letter. Many people in the community myself included would like to see the fine amended. If you would take our stance in this matter it would be greatly appreciated.

Sincerely,

Tyler Davids

Tyler Davids

17W059 Terry Trail
Willowbrook, IL, 60527

May 6, 2011

Ms. Tina Beilke
Darien City Hall
1702 Plainfield Rd.
Darien, IL, 60561

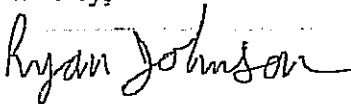
Dear Alderman Beilke,

I am writing to you to express the beliefs of many youth living in Darien that the maximum curfew fine should be lowered from \$750 to \$500. In the county of DuPage, only three cities, including Darien, have a maximum fine over \$500. \$750 is an unreasonable amount to fine teenagers for being out late. The maximum penalty is never used and less than 1 percent of Darien youth are aware of the fine.

The purpose of having a harsh consequence is to use it as a deterrent. For this to happen, people have to be aware of the fine. The population of people that have knowledge on the topic of the curfew law is very small. The fine standing at \$750 is discriminatory towards teenagers because this age group has the least ability to pay.

I appreciate you taking time out of your busy schedule to listen to a new idea. There is a large number of young people who are against this law. We have polled and have a petition. Thank you once again for listening to the community.

Sincerely,



Ryan Johnson

10 S 320 O'Neill Drive.
Willowbrook, IL 60527

May 6th, 2011

John Poteraske
1702 Plainfield Rd.
Darien, IL 60561

Review
For discussion
at Pothun Committee
5/12/11

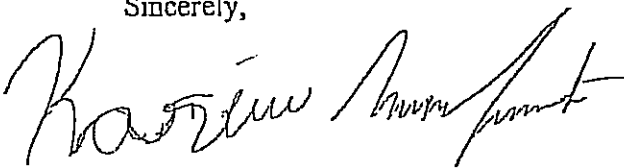
Dear Alderman Poteraske,

I am a concerned student in the Darien area who has violated the Curfew Law; the cost of it is much too high. I believe that \$750.00 for a maximum is harsh especially when the state law has a maximum of \$500.00. Kids who are 13-17 years old who are in still in school and are mostly unemployed can't pay such a high fine. The funny thing is that you have this maximum fine but over 70% of the teens don't even have an idea of what it is. Another thing there is a bigger consequence which is possession of an illegal drug (cannabis) has a less of a fine of the curfew. That's outrageous! It's discriminating me and thousands of other teens who are unemployed and still in school. I am not against you at all, I understand that there is a set curfew and teens have to obey it but in this position of the economy some teens can't afford that high cost. Also when there is a violation of this curfew, usually teens get warnings or charged \$25.00 which is the Darien's minimum. Now what is the point of having \$750.00 as the max when the teens are getting off with warnings or the minimum cost?

What would be nice is just bring that \$750.00 to \$500.00 so it looks and sounds more reasonable. Make the punishment of the curfew more visible so teens know and you won't have a lot of violation. I'm only sending this just that because I looked at this law and I saw the fine it was way too high. I've polled a large number of students and have a petition of this law. When the poll results came in nearly less than 1% of the students actually know the curfew law maximum. Now if over 90% don't know the max then why is it proposed as \$750.00?

I just would like for you is to address this issue on the next town hall meeting to make this law more reasonable for this teens. I would like for you to bring up this issue for the fellow board members to look at this law and make a significant change to be a positive this for me and the other thousands of teens. Thank you for taking your time to read this and have a voice for us I really appreciate it. Thank you again and I am looking forward for a respond.

Sincerely,



Karim Mughrabi

10s218 Oneill Drive
Burr Ridge, IL 60527

May 6, 2011

Alderman Poteraske
Darien City Hall
1702 Plainfield Road
Darien, IL 60561

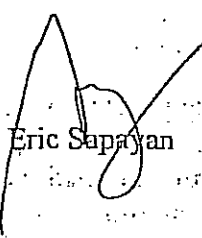
Dear Alderman Poteraske,

I am a concerned youth who is writing to address the curfew law of Darien. The state's maximum fine for breaking the curfew law is \$500.00, but Darien's maximum fine for breaking the law is \$750.00. There are 30 cities in Dupage and out of that 30 only 3 have exceeded the state's maximum fine, and Darien is one of the 3. I think there are many other crimes that people could commit that would cause greater harm to the violator and the people around him or property and those should have bigger fines. Although the maximum fine is rarely enforced upon the law breaker, teenagers like myself wouldn't be able to pay for this kind of amount, unless they were drinking and smoking then I would think that fine is reasonable.

From the information that we have, which was taken from the Darien police department, during the year of 2010, only 8 people were cited for breaking the curfew law, 2 of which were given a warning and the rest were given a fine of \$25, which is the Darien minimum. We have polled over 500 students in Hinsdale South High School and 70% of them said that they have broken the curfew law more than once. So obviously the law isn't really enforced. And from the polls, less than 1 percent of the students know about the law. If the purpose of the really high fine is to deter teenagers from going out late at night then it will never work because not a lot of people know how much the fines are.

I hope you would take this letter into consideration Alderman Poteraske and vote to have this law changed. Thank you.

Sincerely,


Eric Sapayan

7535 Arlene Avenue
Willowbrook, IL 60527

May 6, 2011

Alderman John Poteraske
Darien City Hall
1702 Plainfield Rd.
Darien, IL 60561

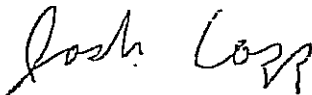
Dear Mr. Poteraske,

I am a concerned student writing to address the issue of the Darien Curfew law. The Darien Curfew law is one of the most bizarre laws I have ever seen. I can't even begin to understand why someone can be charged up to \$750.00 just for being out to late at night. What's also shocking is that almost no one even knows that they can be charged \$750.00. How can anyone expect a minor to pay such an outrageous fine, especially when most teens don't even have an income? Another question that has to be raised is why even have such a law if it is hardly ever enforced? In 2010, only eight citations were given. Two of them were simply given a warning, and the others were fined the minimum. If such a law is going to be in place, it should at least be taken seriously.

It would be nice to see if this law could be reformed a little bit. The maximum fine should be reduced drastically. As I have stated before, \$750.00 is high-way robbery. The maximum fine should be reduced to at least \$500.00. Nearly all people who break this law do not even know what the maximum fine is. All citizens must be notified about the costs of breaking the curfew law as soon as possible. With such a law in place, it is necessary that it is enforced and taken more seriously by officers. Also, it is crucial that this issue is addressed at the next board meeting and I know many other people who would like to see that done as well.

I would like to thank you for taking your time to read my letter and I hope that you will take my views into consideration. Please consider discussing this very important issue at future Darien City Council Meetings.

Sincerely,



Josh Copp

7314 Brook bank
Darien, IL, 60561

May 6, 2011

Sylvia McIvor
Darien City Hall
1702 Plainfield Rd.
Darien, IL 60561

Dear Mrs. McIvor,

It has been brought to my attention that there is an unfair curfew penalty. I am a concerned citizen of Darien. This penalty is too harsh for what it is for. The maximum penalty for the state is 500\$ while the city of Darien has made it 750\$. I feel like the maximum fine was raised to scare people into not breaking the law, but it is no use because almost no one knows the fine. In addition, only 8 people have been ticketed this year and they were not fined the maximum.

Therefore it is useless to have it so high. It is also unfair to discriminate against the youth because they have no way of paying such a great fine. It does not make sense that the penalty for carrying cannabis is less than the penalty for being out past curfew.

I hope this letter makes someone rethink the law because it is not reasonable at all. There are many concerned minors that also feel like the maximum fine should be lowered. As long as no one is being disturbed or harmed, it should not be a problem. Thank you for your time and I hope you take my letter into consideration.

Sincerely,



Miguel Gonzalez

15 W. 705 79th Street
Burr Ridge, IL 60527

May 6, 2011

Alderman Joerg Seifert
Darien City Hall
1702 Plainfield Rd.
Darien, IL 60527

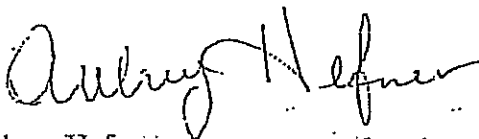
Dear Alderman Seifert,

I am a concerned youth who would like to address the Darien curfew law. As of today, the maximum fine for a curfew ticket in Darien is \$750.00, but the state \$500.00. I would like to change this maximum fine, in Darien, to \$500.00.

The maximum fine of \$750.00 is extremely harsh considering that there are only three cities in DuPage County that have a maximum fine over \$500.00. I also find this maximum fine to be discriminatory against young people. Minors have the least ability to pay, especially if they are under the age of sixteen, as they are legally unable to obtain a job. The maximum fine and law is rarely enforced. In 2012, only eight citations were given. Our polling indicates that most students break the curfew law, but very few are ticketed. Two of the eight people who were cited were given warnings and the other six were fined \$25.00. The main purpose for having a harsh consequence is to use it as a deterrent, but this only works if people are aware of the fine. Our polling showed that less than one percent of Darien youth were aware of this fine. This fine is also arbitrary; there are greater offenses with lesser consequences.

All in all, there are a large number of young people who are against this fine. We as a group have polled and petitioned. Thank you for your time and consideration.

Sincerely,



Aubrey Hefner

16 W 500 Honeysuckle Rs 116
Willow brook, IL

May 6, 2011

Alderman Joerg Seifert
Darien Town Hall
1702 Plainfield Rd
Darien, IL

Dear Alderman Joerg Seifert,

I am a concerned youth writing to address the curfew law in Darien, IL. Today the maximum fine for breaking the curfew law is \$500.00 and 3 of the cities including Darien is over the maximum of \$500.00. And I would like to change the maximum fine for Darien to \$500.00 instead of \$750.00.

Reasons why it should be changed are because the maximum is never in use. 2 out of 8 people who were cited were given warning. The rest were fined \$25.00 which is the Darien minimum. Also the purpose of having a harsh consequence is to use it as a deterrent. This only works if people are aware of the fine. Our polling showed that less than 1 percent of Darien youth are aware of the fine.

Thank you so much for taking my views into consideration. I hope that you will move on this issue and in your next council meeting you will vote to change the law. Thank you so much for taking the time to read this.

Sincerely,

Cetrice Wright

Cetrice Wright

8297 Ripple Ridge Drive
Darien, IL 60561

May 6th, 2011

Alderman Joerg Seifert
Darien City Hall
1702 Plainfield Rd.
Darien, IL 60561

Dear Mr. Seifert,

I am a residential youth who feels that the current maximum fine for violating the Darien curfew law is too high. Very few people who break the law are even caught and even a smaller percentage of that get a fine. The current maximum is \$750. The maximum for Illinois is \$500. Most youths cannot afford to pay for a fine this large considering most of them are unemployed. There are far worse crimes that get less of a fine then young people being out a little late at night.

I feel that the maximum fine should be lessened to the state required \$500. The maximum isn't even really used. In 2010 only 8 citations were given, with only 6 fines being given. These fines were only \$25 also so the maximum is more of a deterrent than a actual used fine. In fact only 1% of Darien youths have knowledge of the maximum fine. Therefore the lowering of the maximum fine would not be too devastating to the law.

In conclusion, the curfew law in Darien is too harsh and the maximum should be shortened from \$750 to \$500. Thank you for reading and considering this proposal. I hope in the next council meeting you will vote for the shortening of the maximum fine.

Sincerely,



Nick Cardilli

AGENDA MEMO
Administrative/Finance Committee
June 13, 2011

ISSUE STATEMENT

Consideration of an ordinance increasing the number of Class E liquor licenses in the City Code from six to seven.

BACKGROUND/HISTORY

The Gas City fuel station at 10250 Lemont Road was recently purchased by Speedway. They have sent Mayor Weaver, who serves as the liquor commissioner, a letter requesting approval for a license to sell beer and wine. The ability to do this increases retail sales for a gas station. Over the past two years, Speedway has requested and been approved to sell beer and wine at their other two service stations in Darien on Lemont Road and Plainfield Road and 75th Street and Cass Avenue. In order for the liquor commissioner to approve the application, there needs to be an available liquor license. A change in the ordinance increasing the number of Class E Liquor Licenses from six to seven would allow this to happen.

STAFF/COMMITTEE RECOMMENDATION

Staff recommends approving the ordinance.

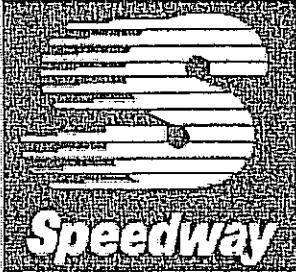
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ALTERNATE CONSIDERATION

Not approving the ordinance would be an alternate consideration.

DECISION MODE

This item will be on the agenda for the June 20, 2011 City Council Meeting for formal approval.



P O Box 1580-License Dept., Springfield, OH 45501

City of Darien
1702 Plainfield Road
Darien, IL 60561

Attn: Ms. Kathleen Weaver, Mayor for the City OF Darien

RE: Speedway # 1425 located at 10250 Lemont Rd.

Dear Ms. Weaver,

I would like to formally request approval of a beer/wine license for the Speedway LLC dba Speedway # 1425 located at 10250 Lemont Rd.

I am sure you can appreciate the retail environment has changed significantly over the Past several years. Due to ever tightening gasoline margins, Speedway relies very Heavily on inside sales. The issuance of a beer/wine license would aid significantly in Increase sales and allow us to be competitive with the other retailers in the area. Any Assistance you could provide in that area would be greatly appreciated.

If you have any question please don't hesitate to contact me at 937-863-7191 or slstevens@speedway.com

Thank you for your time and assistance.

Sharon L. Stevens
For Speedway LLC

CITY OF DARIEN
DU PAGE COUNTY, ILLINOIS

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 3-3-7-5
OF THE DARIEN CITY CODE

ADOPTED BY THE
MAYOR AND CITY COUNCIL
OF THE
CITY OF DARIEN

THIS 20th DAY OF JUNE, 2011

Published in pamphlet form by authority
of the Mayor and City Council of the City
of Darien, DuPage County, Illinois, this ____
____ day of _____, 2011.

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 3-3-7-5 OF THE DARIEN CITY CODE

SECTION 1: Section 3-3-7-5 of the Darien City Code, "Class E License," is hereby amended to provide as follows [deleted language stricken]:

3-3-7-5: CLASS E LICENSE:

(C) The number of class E licenses shall be ~~six (6)~~ seven (7).

SECTION 2: This Ordinance shall be in full force and effect from and after its passage and approval, and shall subsequently be published in pamphlet form as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, this 20th day of June, 2011.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED BY THE MAYOR OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, this 20th day of June, 2011.

KATHLEEN MOESLE WEAVER, MAYOR

ATTEST:

JOANNE RAGONA, CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

AGENDA MEMO
Administrative Finance Committee
June 13, 2011

ISSUE STATEMENT

The Administrative Finance Committee is requested to review and recommend City Council approval of an ordinance authorizing the sale of surplus property.

BACKGROUND/HISTORY

Staff is requesting that the following property be declared as surplus property and auctioned on E-Bay or disposed of:

1. 1989 Cadillac Broughm, VIN #1G6DW51Y6KR735732, Miles 83,579
2. 1998 Chevrolet Cavalier, VIN #2G1FP32G9W2143627, Miles 108,912

The above items are seizure vehicles that were forfeited to the City of Darien by the Circuit Court of DuPage County. These vehicles have no use in City service.

The following items are surplus property that is no longer useful to the City of Darien. The staff is requesting that the following property be declared as surplus and auctioned on E-Bay or disposed of.

CODE TAG	SERIAL #	DESCRIPTION
322	4T7Q421	(1) Dell Power Edge 1600 SC Model #SMM01, Mfg. 12-7-02 - Server
	1HSW421	(1) Dell Dimension 4550, Model DHM, Mfg. 12-8-02
336	5HSW421	(1) Dell Dimension 4550, Model DHM, Mfg. 12-8-02
335	JGSW421	(1) Dell Dimension 4550, Model DHM, Mfg. 12-8-02
327	BGSW421	(1) Dell Dimension 4550, Model DHM, Mfg. 12-8-02
	FM8XZ01	(1) Dell Optiplex GX240, Model DHM, Mfg. 11-2-01 Military Surplus
	6JQWL31	(1) Dell Power Edge 600 SC, Model MMT, Mfg. 10-2-03 - Server
	MxL6220155	(1) HP Compaq DX2200, PN FEN218UT #ABA
353	KCBHOCO	(1) IBM NEI Vista MAT-M 8311-D10
	0026032225	(1) Gateway Model ATXSTFMNTIE4600, Mfg. 1-25-02
	106186880	(1) SYSTEMAX - No Other INfo
		(2) Bad UPS
		(11) Old Law Adaptors
		(11) Keyboards - Used
		(3) HP CPU's
		(1) HP MXL6220 16P
		(2) HP MXL622012T
	11S08K6451ZFX0830CDIUZ	(1) IBM Think Pad Laptop - Old

STAFF RECOMMENDATION

Based upon the above information, staff recommends that the items listed above be declared surplus property and be auctioned on e-bay or disposed of.

ALTERNATE CONSIDERATION

Not approving this ordinance at this time would be an alternate consideration.

DECISION MODE

This item will be placed on the June 20, 2011 City Council Agenda for formal approval.

*Passage of this ordinance requires a three-fourths majority vote by the City Council.

CITY OF DARIEN
DU PAGE COUNTY, ILLINOIS

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING THE SALE
OF PERSONAL PROPERTY
OWNED BY THE CITY OF DARIEN**

**ADOPTED BY THE
MAYOR AND CITY COUNCIL
OF THE
CITY OF DARIEN**

THIS 20th DAY OF June, 2011

Published in pamphlet form by authority
of the Mayor and City Council of the City
of Darien, DuPage County, Illinois, this
_____ day of _____, 2011.

**AN ORDINANCE AUTHORIZING THE SALE
OF PERSONAL PROPERTY
OWNED BY THE CITY OF DARIEN**

WHEREAS, in the opinion of at least three fourths of the corporate authorities of the City of Darien, it is no longer necessary or useful, or for the best interests of the City of Darien, to retain ownership of the personal property hereinafter described; and

WHEREAS, it has been determined by the Mayor and City Council of the City of Darien to sell said personal property at a Public Auction or dispose of said property.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1: The Mayor and City Council of the City of Darien find that the following described personal property, now owned by the City of Darien, is no longer necessary or useful to the City of Darien and the best interests of the City of Darien will be served by its sale:

1. 1989 Cadillac Broughm, VIN #1G6DW51Y6KR735732, Miles 83,579
2. 1998 Chevrolet Cavalier, VIN #2G1FP32G9W2143627, Miles 108,912

CODE TAG	SERIAL #	DESCRIPTION
322	4T7Q421	(1) Dell Power Edge 1600 SC Model #SMM01, Mfg. 12-7-02 - Server
	1HSW421	(1) Dell Dimension 4550, Model DHM, Mfg. 12-8-02
336	5HSW421	(1) Dell Dimension 4550, Model DHM, Mfg. 12-8-02
335	JGSW421	(1) Dell Dimension 4550, Model DHM, Mfg. 12-8-02
327	BGSW421	(1) Dell Dimension 4550, Model DHM, Mfg. 12-8-02
	FM8XZ01	(1) Dell Optiplex GX240, Model DHM, Mfg. 11-2-01 Military Surplus
	6JQWL31	(1) Dell Power Edge 600 SC, Model MMT, Mfg. 10-2-03 - Server
	MxL6220155	(1) HP Compaq DX2200, PN FEN218UT #ABA
353	KCBHOCO	(1) IBM NEI Vista MAT-M 8311-D10
	0026032225	(1) Gateway Model ATXSTFMNTIE4600, Mfg. 1-25-02
	106186880	(1) SYSTEMAX - No Other Info
		(2) Bad UPS

CODE TAG	SERIAL	DESCRIPTION
		(11) Old Law Adaptors
		(11) Keyboards - Used
		(3) HP CPU's
		(1) HP MXL6220 16P
		(2) HP MXL622012T
	11S08K6451ZFX0830CDIUZ	(1) IBM Think Pad Laptop - Old

SECTION 2: The City Administrator is hereby authorized and directed to sell the aforementioned personal property, now owned by the City of Darien. Items will be auctioned on E-Bay On Line Auction or disposed of.

SECTION 3: This Ordinance and each of its terms shall be the effective legislative act of a home rule municipality without regard to whether such Ordinance should (a) contain terms contrary to the provisions of current or subsequent non-preemptive state law, or (b) legislate in a manner or regarding a matter not delegated to municipalities by state law. It is the intent of the corporate authorities of the City of Darien that to the extent that the terms of this Ordinance should be inconsistent with any non-preemptive state law, that this Ordinance shall supersede state law in that regard within its jurisdiction.

SECTION 4: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, 20th this day of June, 2011.

AYES: _____

NAYS: _____

ABSENT: _____

ORDINANCE NO. _____

APPROVED BY THE MAYOR OF THE CITY OF DARIEN, DU PAGE COUNTY,

ILLINOIS, this 20th day of June, 2011.

KATHLEEN MOESLE WEAVER, MAYOR

ATTEST:

JOANNE E. RAGONA, CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

AGENDA MEMO
Administrative/Finance Committee
June 13, 2011

ISSUE STATEMENT

A resolution authorizing the City Administrator to approve an agreement with AT&T to add equipment to the storage building at 1220 Plainfield Rd.

BACKGROUND/HISTORY

In 2009 the City of Darien entered into an agreement with AT&T to allow them to locate antenna facilities on the tower and electrical equipment in the storage building below. They paid \$152,000 as a cost share for the building and continue to pay \$2,000 monthly in rent. This contract gives them certain rights of access to maintain and upgrade equipment as long as it stays within a designated area.

Recently AT&T went to install additional equipment it thought it would be able to fit in their current space, but it would require moving existing equipment, structures, and cables already in place. One solution would be to install shelving racks and mounts above catch basins needed for our water operations, which was not anticipated for their use when the contract was signed. This aboveground space is not needed and would not interfere with water department activities. In exchange for allowing them to use this space, AT&T would provide Darien with a onetime administrative payment of \$5,000. This space would revert back to the City of Darien when the contract ends. This specific contract allows them to use these facilities in five year increments for not more than 25 years total.

STAFF/COMMITTEE RECOMMENDATION

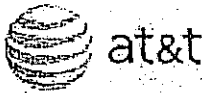
Staff recommends approval of this resolution.

ALTERNATE CONSIDERATION

Not approving the resolution would be an alternate consideration.

DECISION MODE

This item will be on the June 20, 2011 City Council agenda for formal approval.



AT&T Mobility
930 National Parkway
4th Floor
Schaumburg, IL 60197

City of Darien
Attn: Mr. Bryon D. Vana
1702 Plainfield Road
Darien, Illinois 60561

May 23, 2011

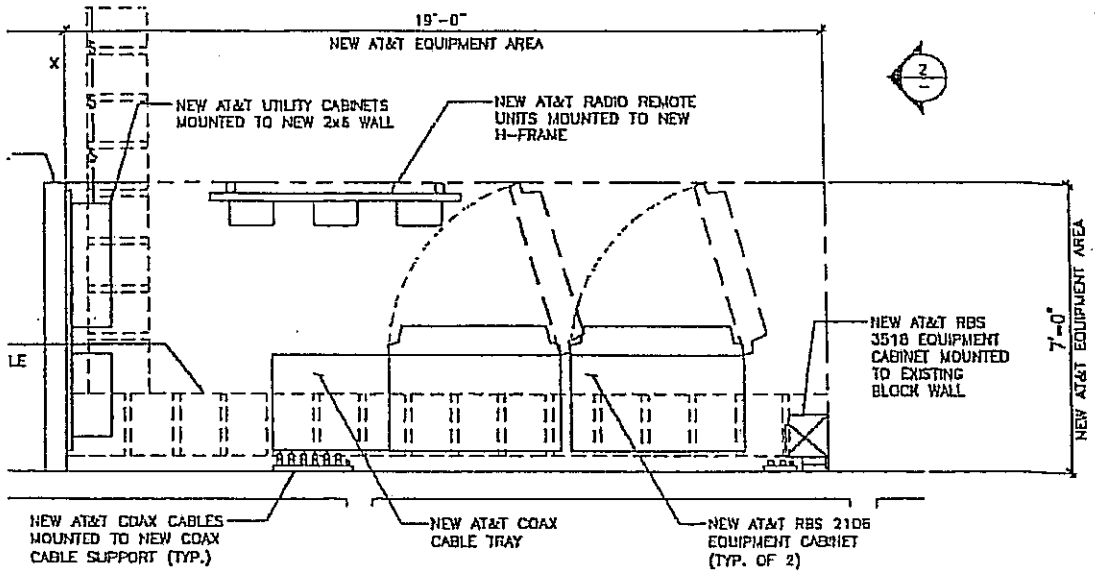
Re: **AT&T Site: IL0691/FA# 10092793 / DARIEN NORTH**
Lease Agreement dated 1-4-2010 by and between City of Darien and AT&T.

Dear Mr. Vana:

Per section (2) of the Lease Agreement authorizes AT&T to use its premises for the operation and maintenance of its wireless communications facility.

2. PERMITTED USE. Tenant may use the Premises for the transmission and reception of Tenant's communications signals and the installation, construction, maintenance, operation, repair, replacement and upgrade of its communication fixtures and related equipment, cables, accessories and improvements, which may include associated antennas, equipment shelters or cabinets and fencing and any other items necessary to the successful and secure use of the Premises for the transmission and reception of Tenant's communications signals (collectively, the "Communication Facility") as depicted on Exhibit 2 attached hereto, as well as the right to test, survey and review title on the Property; Tenant further has the right, but not the obligation, to add, modify and/or replace equipment in order to be in compliance with any current or future federal, state or local mandated application, including, but not limited to, emergency 911 communication services, at no additional cost to Tenant or Landlord (collectively, the "Permitted Use") provided such additional or replacement equipment substantially conforms in size, shape and location to the facilities depicted on Exhibit 2. If Exhibit 2 includes drawings of the initial installation of the Communication Facility, Landlord's execution of this Agreement will signify Landlord's approval of Exhibit 2. For a period of ninety (90) days following the start of construction, Landlord grants Tenant, its subtenants, licensees and sublicensees, the right to use such portions of the Landlord's Surrounding Property, as may reasonably be required during construction and installation of the Communications Facility. Tenant has the right to install and operate transmission cables from the equipment shelter or cabinet to the antennas, electric lines from the main feed to the equipment shelter or cabinet and communication lines from the main entry point to the equipment shelter or cabinet, and to make Property improvements, alterations, upgrades or additions appropriate for Tenant's use ("Tenant Changes"). Tenant agrees to comply with all applicable governmental laws, rules, statutes and regulations, relating to its use of the Communication Facility on the Property. Tenant has the right to modify, supplement, replace, upgrade, expand the equipment, increase the number of antennas or relocate the Communication Facility within the Premises at any time during the term of this Agreement, provided such additional or replacement equipment substantially conforms in size, shape and location to the facilities depicted on Exhibit 2. Tenant will be allowed to make such alterations to the Property in order to accomplish Tenant's Changes or to insure that Tenant's Communication Facility complies with all applicable federal, state or local laws, rules or regulations. In the event Tenant desires to modify or upgrade the Communication Facility, and Tenant requires an additional portion of the Property (the "Additional Premises") for such modification or upgrade, and Landlord does not require such additional portion of the Property for Landlord's own purposes, Landlord agrees to lease to Tenant the Additional Premises, upon the same terms and conditions set forth herein, except that the Rent shall increase, in conjunction with the lease of the Additional Premises by a reasonable amount consistent with rental rates then charged for comparable portions of real property being in the same area. Landlord agrees to take such actions and enter into and deliver to Tenant such documents as Tenant reasonably requests in order to effect and memorialize the lease of the Additional Premises to Tenant.

Exhibit 2
DESCRIPTION OF VEHICLE STORAGE BUILDING




This letter is notice that AT&T needs to perform work on its communications facility located at your premises referenced above. The work will consist of adding equipment within the existing square footage of a 19' x 7' (133 sq ft) lease area as depicted in the attached drawings (Rev 1) prepared by Apex Engineering, dated 5-18-2011. Due to the fact that the original lease area is interfering with the city's access to catch basin covers by 3' x 7', then said lease area shall be relocated to the east of 3 catch basin covers. The work is comparable to routine maintenance & upgrade work that we do, and will not interfere with your business or tenants. The work will be performed in compliance with non-interference requirements and with laws and regulations, *and with the lease dated 1-4-2010.*

If you have any questions, you may call Jason Riggs at 317-281-9451.

Please respond within Ten (10) days or your consent will have been deemed given.

As agreed upon AT&T will provide a onetime Administrative Plan review fee in the amount of Five Thousand 00/100 Dollars (\$5,000), payment will be given only in the event that the City signs and returns the consent within Ten (10) days as provided.

Sincerely,  Jason Riggs as agent for AT&T

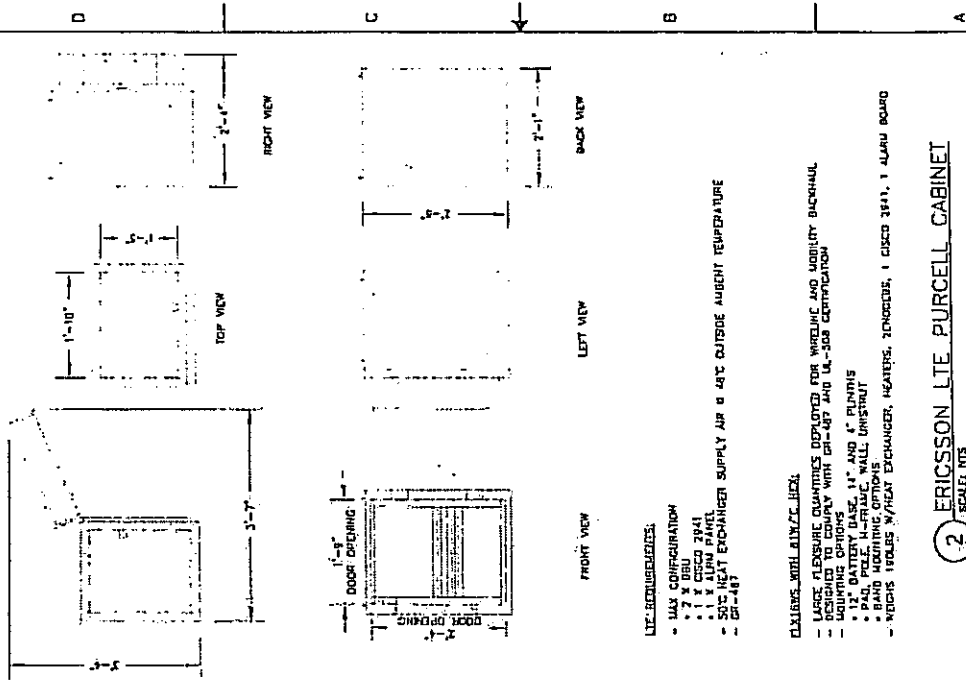
Acknowledged, Accepted and Agreed:

Landlord:

By: _____

Date: _____

LTE SOLUTION - FLX16WS



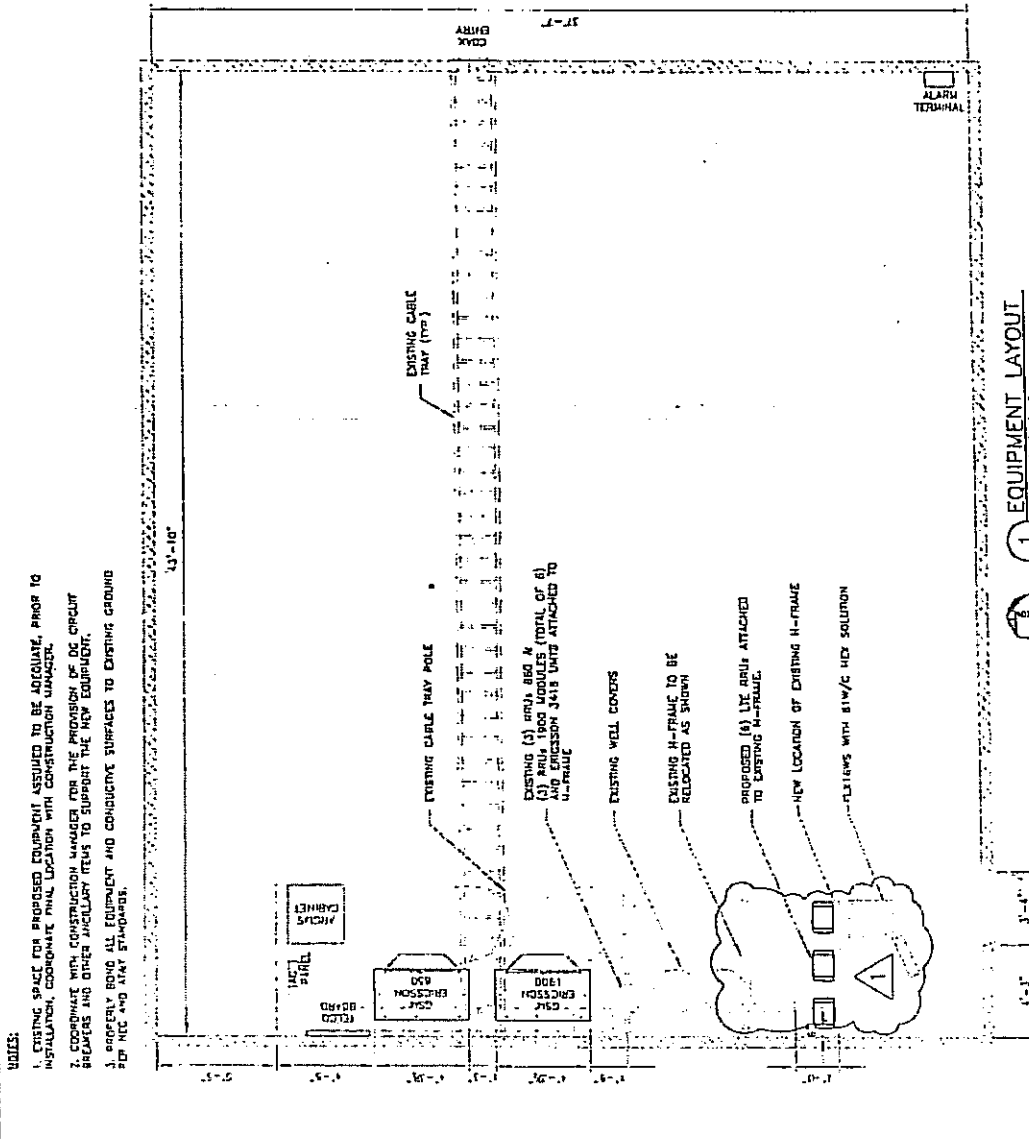
LTE-REQUIREMENTS:

- MAX CONFIGURATION: 7 X DBU, 1 X UICSD 3441, 1 X UICSD 3441
- 50°C HEAT EXCHANGED SUPPLY AIR @ 48°C OUTSIDE AMBIENT TEMPERATURE
- CR-487

EXIGENCIES: MOBILITY, AT&T, IEC

- LARGE FLEXIBLE QUANTITIES DEPLOYED FOR WIRELINE AND MOBILITY BACKHAUL
- DESIGNED TO COMPLY WITH CR-487 AND UL-508 CERTIFICATION
- 19" WIRELINE CHASSIS
- 19" WIRELINE BASE, 19" AND 4" PLINETS
- PAD, FLEX, H-FRAME, WALL MOUNT
- BOND MOUNTING OPTIONS
- MOVERS, FOLDS, W/HEAT EXCHANGER, HEATERS, THERMOSTATS, 1 CUUSD 3441, 1 ALARM BOUND

ERICSSON LTE PURCELL CABINET
SCALE: NTS



EQUIPMENT LAYOUT
SCALE: 3/16"=1'-0"

<p>Goodman Networks 900 Western Parkway, Suite 370 Schramberg, Illinois 60173</p>		<p>Apex Engineers, Inc. Structural & Civil Engineers 500 East 22nd Street, Suite B Columbia, Missouri 65203 Ph: (630) 632-1800 Fax: (630) 637-1165 APEX JOB NO. CH10-279</p>		<p>at&t</p>		<p>OAKRIDGE NORTH SITE NO. IL0591 STERRA NO. 100212-A 1200 PLYMOUTH RD DARWIN, IL 60041</p>		<p>AT&T MOBILITY EQUIPMENT LAYOUT</p>	
DATE	BY	CHECKED BY	DATE	BY	CHECKED BY	DATE	BY	DATE	BY
10/27/11	SP	SP	10/27/11	SP	SP	10/27/11	SP	10/27/11	SP
11/27/11	SP	SP	11/27/11	SP	SP	11/27/11	SP	11/27/11	SP
12/27/11	SP	SP	12/27/11	SP	SP	12/27/11	SP	12/27/11	SP
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11/27/12	SP	SP	11/27/12	SP	SP	11/27/12	SP	11/27/12	SP
12/27/12	SP	SP	12/27/12	SP	SP	12/27/12	SP	12/27/12	SP

AGENDA MEMO
Administrative/Finance Committee
June 13, 2011

ISSUE STATEMENT

Consideration of a resolution modifying the date of the building permit holiday from May 1, 2011 to March 1, 2011.

BACKGROUND/HISTORY

On May 16, 2011 the City of Darien instituted a building permit fee waiver for the remainder of 2011. The intent is to provide an incentive for Darien residents to complete repairs or upgrade their properties with decks, patios, sheds or other improvements.

Since this was implemented, a resident who just completed work and paid a permit fee asked if he could receive reimbursement. If the City of Darien agrees to reimburse past permit fees, it would cost \$1,750 for the month of April and \$800 for the month of March. Attached is a report showing building permit activity for these months.

STAFF/COMMITTEE RECOMMENDATION

Staff recommends approval of the resolution.

ALTERNATE CONSIDERATION

Not approving the resolution would be an alternate consideration.

DECISION MODE

This item will be on the June 20, 2011 City Council agenda for formal approval.

Permits April 2011, possible refund

Run Date: 6/6/2011 9:41:11 AM

Issued	Permit Number	Address	Last Name	Phone	Permit Type	Construction Cost	Amounts Paid	Reference No.	Fee Group
4/4/2011	10832	8226 Cass Avenue			Roof		\$50.00	P000583-040411	Residential Fees
4/4/2011	n/a	7530 Country Lane	Laureckas	630-963-1466	Fence		\$25.00	P000584-040411	Residential Fees
4/4/2011	10831	7221 Wirth Dr	Isaacson	(630) 964-6627	Roof		\$50.00	P000585-040411	Residential Fees
4/4/2011	n/a	7206 Richard Rd	Gors	(708) 963-1383	Fence		\$25.00	P000586-040411	Residential Fees
4/6/2011	10834	6717 High	Bergmanas	630-935-0194	Demolition		\$100.00	P000587-040611	Residential Fees
4/7/2011	n/a	8029 Sawyer Rd	Carter	(708) 986-0268	Fence		\$25.00	P000588-040711	Residential Fees
4/7/2011	10836	8800 Lake Ridge Dr	Irwin	(630) 985-6967	Roof		\$50.00	P000589-040711	Residential Fees
4/7/2011	10835	8805 Lake Ridge Dr	Kelly	(630) 910-6611	Roof		\$50.00	P000590-040711	Residential Fees
4/11/2011	10841	926 Hickory Ln	Jenkins	(630) 960-2063	Roof		\$50.00	P000591-041111	Residential Fees
4/11/2011	10839	1101 Plainfield Road	Highland	630-654-0550	Roof		\$50.00	P000592-041111	Residential Fees
4/11/2011	10840	614 70th St	Jalowiec	847-825-8799	Roof		\$50.00	P000593-041111	Residential Fees
4/11/2011	10838	321 Plainfield Rd	Daleon	630-709-7143	Roof		\$50.00	P000594-041111	Residential Fees
4/11/2011	n/a	3108 Droyer Ln	Starino		Fence		\$25.00	P000595-041111	Residential Fees
4/11/2011	n/a	8121 Portsmouth Dr	Arnold	630-887-1436	Fence		\$25.00	P000596-041111	Residential Fees
4/11/2011	10842	213 Holly Ave	Kozik	(312) 986-0512	Roof		\$50.00	P000597-041111	Residential Fees
4/11/2011	10837 / 104-11	7723 Barday	Kreps	(630) 252-5671	Driveway / Sprinkler		\$75.00	P000598-041111	Residential Fees
4/11/2011	10837 / 104-11	7723 Barday	Kreps	(630) 252-5671	Driveway / Sprinkler		\$75.00	P000598-041111	Residential Fees
4/11/2011	n/a	1521 71st St	Bunn	630-322-7212	Fence		\$25.00	P000599-041111	Residential Fees
4/12/2011	103-11	1617 Fox Hill Pl	Oberland	630-972-0500	Sprinkler		\$50.00	P000600-041211	Residential Fees
4/12/2011	10843	8408 Alden Ln	Perinat		Roof		\$50.00	P000601-041211	Residential Fees
4/12/2011	n/a	302 Holly Ave	Amolsch	630-330-4190	Fence		\$25.00	P000602-041211	Residential Fees
4/16/2011	n/a	7828 Mayfair Ln	Nguyen	630-325-7246	Fence		\$25.00	P000604-041811	Residential Fees
4/19/2011	10845	7813 Mayfair Ln	Ferrer		Roof		\$50.00	P000605-041911	Residential Fees
4/21/2011	n/a	7731 Warwick	Gombac	630-963-3857	Fence		\$25.00	P000607-042111	Residential Fees
4/25/2011	n/a	7933 Pine Ct	Niemiro		Fence		\$25.00	P000610-042511	Residential Fees



Issued	Permit Number	Address	Last Name	Phone	Permit Type	Construction Cost	Amount Paid	Reference No	Fee Group
4/25/2011	10851	7729 Florence Ave	Rylander	(630) 202-4264	Pado		\$50.00	P000611-042511	Residential Fees
4/25/2011	107-11	3013 Hillside Ln	Reimundo	(630) 910-1914	Drive/Walk		\$75.00	P000612-042511	Residential Fees
4/25/2011	10849	7729 Carlton Rd	Zowaski	(630) 985-9178	Roof		\$50.00	P000613-042511	Residential Fees
4/25/2011	10848	1367 Urban Dr	Brantles	630-241-2619	Roof		\$50.00	P000615-042511	Residential Fees
4/25/2011	10847	8559 Woodvale Dr	Otto	(630) 985-5954	Roof		\$50.00	P000616-042511	Residential Fees
4/26/2011	10853	1902 Gig Ln	Mocarski	630-971-1222	Garage Floor		\$50.00	P000618-042611	Residential Fees
4/27/2011	10856	8113 Sawmill Creek Dr	Marcondin J/Maratch D	(630) 910-4520	Roof		\$50.00	P000620-042711	Residential Fees
4/27/2011	108-11	8421 Gleneyre	Mintadi	630-968-1716	Driveway		\$75.00	P000621-042711	Residential Fees
4/27/2011	n/a	401 70th St	Waldorf	630-728-2202	Fence		\$25.00	P000622-042711	Residential Fees
4/27/2011	10858	1516 Evergreen Ln	Mieller	630-479-3515	Roof		\$50.00	P000623-042711	Residential Fees
4/27/2011	10855	705 Chestnut Ln	Miller		Pool		\$75.00	P000624-042711	Residential Fees
4/29/2011	10860	8421 Gleneyre	Mintadi	630-985-1716	Garage Floor		\$50.00	P000627-042911	Residential Fees

1750

Permits March 2011, possible refund

Run Date: 6/6/2011 9:44:20 AM

Issued	Permit Number	Address	Last Name	Phone	Permit Type	Construction Cost	Amount Paid	Reference No.	Fee Group
3/3/2011	10810	823 High Ridge Ct	Johnston	(630) 734-1757	Roof		\$50.00	P000552-030311	Residential Fees
3/3/2011	10814	7126 Wirth Dr	Sackett	(630) 852-4330	Roof		\$50.00	P000553-030311	Residential Fees
3/3/2011	10811	8426 Gleneyre Rd	Blackburn	630-985-3331	Pad	15,000.00	\$50.00	P000555-030311	Residential Fees
3/14/2011	10817	8921 Creekside	Casali	630-926-3950	Roof		\$50.00	P000558-031411	Residential Fees
3/14/2011	10816	6808 White Pine trail	Lechner	630-852-5027	Roof		\$50.00	P000559-031411	Residential Fees
3/15/2011	n/a	1205 Willow Ln	Speck	773-418-0103	Fence		\$25.00	P000562-031511	Residential Fees
3/16/2011	n/a	7801 Nantucket Dr	Marella	312-401-0216	Fence		\$25.00	P000563-031611	Residential Fees
3/17/2011	10821	6829 Banby Ct	Adamo	(630) 963-9238	Roof		\$50.00	P000564-031711	Residential Fees
3/21/2011	10819	8841 Gleneagles Ln	Joynehl	708-932-8113	Shed		\$50.00	P000566-032111	Residential Fees
3/21/2011	n/a	7221 Clarendon Hills Road	Whaley	630-533-1150	Fence		\$25.00	P000567-032111	Residential Fees
3/21/2011	n/a	705 69th St	Jensen	630-563-1646	Fence		\$25.00	P000568-032111	Residential Fees
3/21/2011	n/a	1029 Sean Ct	May	630-310-8470	Fence		\$25.00	P000569-032111	Residential Fees
3/21/2011	10822	7114 Richmond Ave	Laskowski	630-697-3088	Pad		\$50.00	P000570-032111	Residential Fees
3/24/2011	10825	701 Maple Ln	McGinley	630-991-0653	Roof		\$50.00	P000573-032411	Residential Fees
3/28/2011	10826	7740 Surrey Dr	Mersch	(630) 910-7464	Roof		\$50.00	P000576-032811	Residential Fees
3/28/2011	10827	1623 Arbor Ct	Barna	(630) 960-9417	Roof		\$50.00	P000577-032811	Residential Fees
3/30/2011	10828	7526 Nantucket Dr	Ghamin, Kassir	(630) 968-6782	Roof		\$50.00	P000580-033011	Residential Fees
3/31/2011	101-11	7711 Carlton	Miller	(708) 985-0208	Sprinkler		\$75.00	P000581-033111	Residential Fees

800

Permits thru May 16th, possible refund

Run Date: 6/6/2011 9:40:36 AM

Issued	Permit Number	Address	Last Name	Phone	Permit Type	Construction Cost	Amount Paid	Reference No	Fees Group
5/2/2011	10864	909 71st Street	Glennon	224-532-3770	Roof		\$50.00	P000626-050211	Residential Fees
5/2/2011	10862	8102 Sawmill Creek Drive	Myall	630-109-9189	Roof		\$50.00	P000629-050211	Residential Fees
5/3/2011	10866	7201 Sunrise	Roh	630-464-2670	Roof		\$50.00	P000631-050311	Residential Fees
5/3/2011	10813	13 77th Street	Ruosotiesi	630-546-9077	Shed		\$50.00	P000632-050311	Residential Fees
5/4/2011	n/a	3312 Brewer Road	Anandappa	630-985-2566	Fence		\$25.00	P000633-050411	Residential Fees
5/5/2011	10869	6725 Leonard Dr	Swon	(630) 655-2497	Roof		\$50.00	P000634-050511	Residential Fees
5/5/2011	10867	1001 Juniper	Wilfjer	630-546-1633	Shed		\$50.00	P000637-050511	Residential Fees
5/5/2011	106-11	7734 Stevens St	Saguto	(630) 971-8664	Driveway		\$75.00	P000638-050511	Residential Fees
5/5/2011	109-11	1822 Kelly Ct	Spadoni	630-624-0228	Drive		\$75.00	P000639-050511	Residential Fees
5/5/2011	10871	1509 77th St	Mullan	630-968-2180	Roof		\$50.00	P000640-050511	Residential Fees
5/5/2011	10870	7330 Dairien Ln	Keating	708-774-2861	Roof		\$50.00	P000641-050511	Residential Fees
5/6/2011	n/a	7109 Exner Rd	Herda	630-964-8592	Fence		\$25.00	P000642-050611	Residential Fees
5/9/2011	110-11	1802 Howdy Ln	Stumpf	630-852-4115	Lawn Sprinkler		\$75.00	P000643-050911	Residential Fees
5/10/2011	n/a	930 69th St	Dewbray	630-852-1134	Fence		\$25.00	P000645-051011	Residential Fees
5/10/2011	112-11	7422 Dairien Lane	Hartgill	630-340-7058	Driveway extension		\$75.00	P000646-051011	Residential Fees
5/10/2011	189-10	6700 Route 83	Goers	630-789-0900	Lawn Sprinkler		\$75.00	P000647-051011	Residential Fees
5/11/2011	10876	3301 Allsworth	Lempa	630-910-3557	Patio		\$50.00	P000651-051111	Residential Fees
5/13/2011	10880	1130 Hinsbrook Ave	Laliman	708-250-1409	Shed		\$50.00	P000653-051311	Residential Fees
5/13/2011	n/a	1637 Clare Ct	Pecharich	(630) 969-6509	Fence		\$25.00	P000654-051311	Residential Fees
5/13/2011	n/a	1910 Holly Ave	Berman	630-640-1515	Fence		\$25.00	P000657-051311	Residential Fees

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CITY OF DARIEN

MEMO

TO: Administrative/Finance Committee Members

FROM: Bryon D. Vana, City Administrator

DATE: June 9, 2011

SUBJECT: Web QA Building Department Module

The building department division of the community development has been using a web based platform to manage all permits and inspections for approximately one year. This program helps to streamline permits, inspections, contractor licensing and information, zoning and fees into one integrated system. It also allows us to run categorical reports and quickly pull up all building information by address. Prior to using this system, running reports was difficult and information would be located in many different places. Additionally, inspections are coordinated better, with e-mail warnings sent to inspectors if failed inspections are not rescheduled in a timely manner.

Originally this item was brought to budget discussions as a larger package that would include credit card payments and other items. The cost submitted was \$7,000. When we informed the software company that we would not be purchasing the entire package, they discussed the option of going with only this building module without the other aspects of the program. The cost for only the building module is \$1,200, which staff will take from the contingency account in the administrative budget. Staff can purchase this without a council resolution since it is under \$5,000, but I wanted to let the committee know of this expense since it was discussed during the budget.

AGENDA MEMO
Administrative/Finance Committee
Meeting Date: June 13th, 2011

ISSUE STATEMENT

Approval of recommendation releasing executive session minutes that no longer requires confidentiality.

BACKGROUND/HISTORY

Executive session minutes are required to be reviewed in six month cycles. The executive session minutes that no longer require confidentiality are then released as all other public meeting minutes are. Attached is a chart showing the minutes currently classified as confidential. The chart also shows minutes recommended for release. Minute dates noted with * and bold are recommended for release. The executive session minutes are kept in the Clerk's office for your review so please contact me if you want to review the minutes.

STAFF/COMMITTEE RECOMMENDATION

Staff recommends release of the minutes as shown in the attached chart.

ALTERNATE CONSIDERATION

Revise list of minutes to be released based on need to keep confidential.

DECISION MODE

This will be placed on the June 20TH, 2011, City Council meeting for formal consideration.

CURRENT UNRELEASED EXECUTIVE SESSION MINUTES

	2003		2010
	May 5, 2003 - Litigation- first 3 paragraphs only		March 15, 2010- Litigation- Sale or Lease of Real Estate
	May 19, 2003 - Litigation - last paragraph only		October 4, 2010 collective bargaining
	2004		December 6, 2010 - sale or lease of real estate - litigation
	January 19, 2004 Litigation		December 20 th , 2010 - sale or lease of real estate
	April 5, 2004 - Litigation		2011
	2006		February 7 th , 2011 - Sale or lease of real estate - collective bargaining
*	12-4-06 Collective bargaining		April 18 th , 2011 - personnel
	2007		May 9 th , 2011 - personnel
*	March 5, 2007 - personnel		
*	March 12, 2007 - purchase of real estate		
	2008		
*	November 3, 2008 - collective bargaining		
	2009		
	April 20, 2009 - setting price for sale or lease - collective bargaining		
	June 15 th , 2009 - Litigation page 3		
	September 8 th , 2009 - Purchase of Real Estate- Goll Bargaining		
	October 5 th , 2009 - Sale or Lease of Real Estate		
	Dec 7, 2009 - Purchase of Real Estate		

*- INDICATES DATE OF MINUTES RECOMENED FOR RELEASE.
ONLY THOSE SUBJECTS IN BOLD RECOMMENDED FOR RELEASE

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AGENDA MEMO
Administrative/Finance Committee
June 13, 2011

ISSUE STATEMENT

Adoption of a resolution adopting an identity protection policy for the City of Darien.

BACKGROUND/HISTORY

The Illinois Identity Protection Act became effective on July 1, 2010. It requires that each state and local government agency draft, approve and implement an Identity Protection Policy no later than July 1, 2011 to ensure the confidentiality and integrity of individual social security numbers that the agency may collect, maintain and use. This policy must be implemented no later than July 1, 2012. The law office of Rosenthal, Murphey, Coblenz & Donahue created an Identity Protection Policy they recommend be adopted by the City of Darien.

STAFF RECOMMENDATION

Staff recommends approval of the resolution.

ALTERNATE CONSIDERATION

As directed by the Administrative Finance Committee.

DECISION MODE

This item will be placed on the June 20, 2011 agenda for formal consideration by the City Council.

**CITY OF DARIEN
IDENTITY-PROTECTION POLICY**

The City of Darien ("City") adopts this Identity-Protection Policy pursuant to the Identity Protection Act. 5 ILCS 179/1 *et seq.* The Identity Protection Act requires each local and State government agency to draft, approve, and implement an Identity-Protection Policy to ensure the confidentiality and integrity of Social Security numbers that agencies collect, maintain, and use. It is important to safeguard Social Security numbers (SSNs) against unauthorized access because SSNs can be used to facilitate identity theft. One way to better protect SSNs is to limit the widespread dissemination of those numbers. The Identity Protection Act was passed in part to require local and State government agencies to assess their personal information collection practices, and make necessary changes to those practices to ensure confidentiality.

Social Security Number Protections Pursuant to Law:

Whenever an individual is asked to provide this office with a SSN, the City shall provide that individual with a statement of the purpose or purposes for which the City is collecting and using the Social Security number. The City shall also provide the statement of purpose upon request. That Statement of Purpose is attached to this Policy.

The City shall not:

- 1) Publicly post or publicly display in any manner an individual's Social Security number. "Publicly post" or "publicly display" means to intentionally communicate or otherwise intentionally make available to the general public.
- 2) Print an individual's SSN on any card required for the individual to access products or services provided by the person or entity.
- 3) Require an individual to transmit a SSN over the Internet, unless the connection is secure or the SSN is encrypted.
- 4) Print an individual's SSN on any materials that are mailed to the individual, through the U.S. Postal Service, any private mail service, electronic mail, or any similar method of delivery, unless State or federal law requires the Social Security number to be on the document to be mailed. SSNs may be included in applications and forms sent by mail, including, but not limited to, any material mailed in connection with the administration of the Unemployment Insurance Act, any material mailed in connection with any tax administered by the Department of Revenue, and documents sent as part of an application or enrollment process, or to establish, amend, or terminate an account, contract, or policy or to confirm the accuracy of the Social Security number. A Social Security number that is permissibly mailed will not be printed, in whole or in part, on a postcard or other mailer that does not require an envelope or be visible on an envelope without the envelope having been opened.

In addition, the City shall not¹:

- 1) Collect, use, or disclose a Social Security number from an individual, unless:
 - i. required to do so under State or federal law, rules, or regulations, or the collection, use, or disclosure of the Social Security number is otherwise necessary for the performance of the City's duties and responsibilities;
 - ii. the need and purpose for the Social Security number is documented before collection of the Social Security number; and
 - iii. the Social Security number collected is relevant to the documented need and purpose.
- 2) Require an individual to use his or her Social Security number to access an Internet website.
- 3) Use the Social Security number for any purpose other than the purpose for which it was collected.

¹ These prohibitions do not apply in the following circumstances:

(1) The disclosure of Social Security numbers to agents, employees, contractors, or subcontractors of a governmental entity or disclosure by a governmental entity to another governmental entity or its agents, employees, contractors, or subcontractors if disclosure is necessary in order for the entity to perform its duties and responsibilities; and, if disclosing to a contractor or subcontractor, prior to such disclosure, the governmental entity must first receive from the contractor or subcontractor a copy of the contractor's or subcontractor's policy that sets forth how the requirements imposed under this Act on a governmental entity to protect an individual's Social Security number will be achieved.

(2) The disclosure of Social Security numbers pursuant to a court order, warrant, or subpoena.

(3) The collection, use, or disclosure of Social Security numbers in order to ensure the safety of: State and local government employees; persons committed to correctional facilities, local jails, and other law-enforcement facilities or retention centers; wards of the State; and all persons working in or visiting a State or local government agency facility.

(4) The collection, use, or disclosure of Social Security numbers for internal verification or administrative purposes.

(5) The disclosure of Social Security numbers by a State agency to any entity for the collection of delinquent child support or of any State debt or to a governmental agency to assist with an investigation or the prevention of fraud.

(6) The collection or use of Social Security numbers to investigate or prevent fraud, to conduct background checks, to collect a debt, to obtain a credit report from a consumer reporting agency under the federal Fair Credit Reporting Act, to undertake any permissible purpose that is enumerated under the federal Gramm Leach Bliley Act, or to locate a missing person, a lost relative, or a person who is due a benefit, such as a pension benefit or an unclaimed property benefit.

Requirement to Redact Social Security Numbers:

The City shall comply with the provisions of any other State law with respect to allowing the public inspection and copying of information or documents containing all or any portion of an individual's social Security number. The City shall redact social security numbers from the information or documents before allowing the public inspection or copying of the information or documents.

When collecting Social Security numbers, the City shall request each SSN in a manner that makes the SSN easily redacted if required to be released as part of a public records request. "Redact" means to alter or truncate data so that no more than five sequential digits of a Social Security number are accessible as part of personal information.

Employee Access to Social Security Numbers:

Only employees who are required to use or handle information or documents that contain SSNs will have access. All employees who have access to SSNs are trained to protect the confidentiality of SSNs.