

**GENERAL GOVERNMENT COMMITTEE
MINUTES
February 3, 2016
Presidents Chambers**

Present

Chair Glowiak, Committee Member Gallagher, Deputy Village Manager Velkme, Director Church, Village Attorney Jurusik, LTACC Executive Director Kim Knutsen, WSBA Members Mark Ptacek and Mark O'Brien

Electronic Attendance at Meeting: None

Chair Glowiak called the General Government Committee meeting to order at 9:00 a.m.

Agenda Items

1. Public Comment

There were no comments.

2. Approval of Minutes

Committee Member Gallagher moved, seconded by Chair Glowiak, to approve the minutes of December 3, 2015.

3. Western Springs Business Association (WSBA) Gathering on the Green 2016 Liquor License Request

Mark O'Brien presented WSBA's request for permission to sell and serve alcohol again during the 2016 Gathering on the Green (GOG) scheduled for Friday, June 10th. This would require approval of a class "J" special event license since the GOG takes place on public property. The process would be streamlined since it is a repeat event that was well run with no incidents or problems. The request will mirror last year's request. A letter dated January 12, 2016, was included in the WSBA submittal along with the event layout repeated from last year. The specific location of the beer and ID tents will likely change based on the availability of electricity from light poles. The tents will generally be in the same area but moved further west to be more visible. A final site plan will be submitted for Village Board review. Particulars of the event are as follows:

- The operation of the event will be the same as last year:
- Sales and service of beer and wine: 5 p.m. to 9:45 p.m.(last call)
- Event and tents will be closed at 10 p.m. (consumption ends)

- Bassett trained volunteers will be at both the ID and liquor tent to administer sales, check IDs and provide wristbands.
- The required signage, warning signs, will be posted at the tents and at barricades at the perimeter of the event.
- Set up will take place three (3) hours prior to the event (although the streets are closed well in advance for the overall set up of the event).
- Barricades provided by the Village will be used at the perimeter of the event in the same manner as last year.
- Two (2) Police Officers (minimum) will patrol the event. During the event WSBA will have at least one volunteer at each entrance/exit point to ensure alcohol does not leave the event.

The committee reviewed the request and will share the details with the Board on February 8 and recommend approval of the license at the February 22, 2016 meeting.

4. Historical Water Tower Quasiquicentennial Celebration in 2017

Deputy Village Manager Velkme reported that the 125th anniversary of the Historic Water Tower will occur in 2017. She asked the committee for input on how to celebrate the event. The consensus was that it may be best to plan a small celebration in conjunction with Gathering on the Green in 2017 and to check with the Board of Trustees to see if they have any preferences on the celebration.

5. Lyons Township Area Communications Center (LTACC) Request for Qualifications for Architectural Services for Design of Public Safety Dispatch Center

Executive Director Knutsen updated the committee on the status of the RFQ process for the renovation for the LTACC facility in LaGrange. Five responses to the RFQ were received and the five firms were ranked by the LTACC panel. Four firms were then selected to be interviewed by the LTACC panel based on qualifications of the RFQ. An interview then was scheduled with finalist Wold Architects and Engineers of Palatine, Il based on their panel ranking as well as their prior municipal projects which included an E911 buildout. The LTACC panel recommended moving forward with a contract with Wold for Phase I of the build-out and that contract preparation is ongoing. The fee for Phase 1 is estimated to be approximately \$8,150.00 to develop the scope of work. The total project architectural fees are expected to be well within the \$85,000.00 budget, with one-third of the cost shared by each of the three participating communities. The exact fees and contract will be provided as soon as available, hopefully in February, and no later than in March 2016. The professional agreement with Wold should be executed by LTACC according to Attorney Jurusik and he said the LTACC Chair could sign that. The approval needed from the Western Springs Board of Trustees, in February or March, would be for the Village's 1/3 share of the cost of the professional services agreement for Phase I. Ms. Knutsen will continue to apprise the committee of LTACC's progress.

6. WCCA Update

Deputy Village Manager Velkme updated the committee on the status of negotiations with Comcast regarding PEG fees due to the WCCA members. In December, a check was received by the WCCA from Comcast to cover fees due to the communities through 2015, however, Comcast has informed the attorney for the members that they will begin charging residents back for the PEG fees going forward. The WCCA members object to that and plan to contact the FCC to determine if this is appropriate. The next meeting of the WCCA is scheduled for February 8 and Ms. Velkme will update the committee after that meeting takes place.

**RECESS TO EXECUTIVE SESSION FOR THE PURPOSE
OF DISCUSSION OF:**

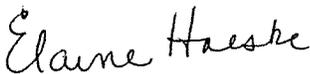
- A) Collective Negotiating Matters Between The Village And Its Employees Or Their Representatives, Or Deliberations Concerning Salary Schedules For One Or More Classes Of Employees (5 ILCS 120/2(c)(2)); and
- B) Pending Litigation (5 ILCS 120/2(c)(11)).

The executive session was not needed and was cancelled.

7. Adjourn

With no further business to discuss, Member Gallagher moved, seconded by Chair Glowiak, to adjourn the meeting at 9:48 a.m.

Respectfully submitted,



Elaine Haeske
Deputy Village Clerk