

AGENDA
Administrative-Finance Committee
RESCHEDULED
May 4, 2026
6:30 p.m. – City Hall Conference Room

- 1. Call to Order**
- 2. Public Comment**
- 3. New Business**
 - a. A motion to approve one electronics recycling event with the city's current refuse hauler, Lakeshore Recycling Systems, LLC (LRS) in an amount not to exceed \$9,750**
 - b. A motion authorizing the purchase of 1 new Microsoft Server, CAL licensing, and installation in an amount not to exceed \$17,600 at Public Works.**
 - c. Approval of Minutes – April 6, 2026
Approval of Minutes – April 20, 2026 Special**
- 4. Other Business**
- 5. Next Meeting – June 1, 2026**
- 6. Adjournment**

AGENDA MEMO
Administrative/Finance Committee
May 4, 2026

ISSUE STATEMENT

A motion to approve one electronics recycling event with the city’s current refuse hauler, Lakeshore Recycling Systems, LLC (LRS) in an amount not to exceed \$9,750.

BACKGROUND/HISTORY

The City of Darien sponsored one electronic recycling event for Darien residents in FYE24 and FYE25. This event allowed residents to place their electronics curbside for pick up by LRS. The fee charged by LRS is based on the bill count. The cost per home is \$1.32. This event has been well received by the residents and was very convenient for them. The city opted to eliminate the recycling event in FYE26 since there had been a decline from FYE24 to FYE25 in the amount of items recycled.

The FYE27 proposed budget includes \$9,750 in Account 01-10-4325.

STAFF/COMMITTEE RECOMMENDATION

Staff recommends approval

ALTERNATE CONSIDERATION

As directed.

DECISION MODE

This item will be placed on the May 18, 2026, City Council Agenda for consideration.

**PASSED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE
COUNTY, ILLINOIS, this 18th day of May 2026.**

AYES: _____

NAYS: _____

ABSENT: _____

Any EXISTING program/activity/equipment costing in excess of \$5,000

BUDGET REQUEST FORM
FYE27

BUDGET REQUEST FORM
Maintenance Budget

Department: Administration Fund: 10-4325

Project/Program Title: Consulting/Professional Services

Description of proposed new program/activity/expenditure, including purpose and justification:

Year purchased: Various and Unknown Original Cost: _____

The City of Darien will provide residents with one (1) electronic waste home collections. Each home will be allowed to recycle and properly dispose of landfill banned items for up to seven (7) E-Waste items to include one television and one computer monitor per collection or two total. The city did not offer an electronics event in FYE26.

Estimated Budget:

| Account # | Account Name | Cost |
|-----------|--|----------|
| 10-4325 | Electronic Waste Home Collection (\$1.32/home x 7,379) | 9,740.28 |
| | | |
| | | |
| | | |
| | | 9,740.28 |

Has this request been submitted before? _____ Yes _____ No

If yes, how many times: _____

SUBMITTED BY: _____

Recommended by City Administrator: _____ Yes _____ No

From: [Jordan Kraber](#)
To: [Lisa Klemm](#); [Katie Neary](#)
Subject: Re: Budget - 2026/2027
Date: Wednesday, November 19, 2025 2:13:16 PM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image132666.png](#)
[image163131.jpg](#)
[image477683.png](#)
[image465243.png](#)
[image093113.png](#)
[image747570.png](#)
[image758536.png](#)

Hi Lisa,

Sorry for the delay! Please see the price breakdown below and let me know if you have any questions:

Home Count as of 11/19/2025: 7,379

2026 rate: \$1.32 per home

Estimated 2026 event total: \$9,740.28

Thank you!

Jordan Kraber



Coordinator Municipal Services
5500 Pearl Street
Rosemont, IL 60018
Phone: 844-633-3577 Ext: 10667



Chicago Bears Official Waste & Recycling Partner
2025 Best & Brightest Award Winner

From: Jordan Kraber <JKraber@LRSrecycles.com>

Sent: Monday, November 17, 2025 4:09 PM

To: Lisa Klemm <LKlemm@darienil.gov>; Katie Neary <KNeary@LRSrecycles.com>

Subject: Re: Budget - 2026/2027

Hi Lisa,

Yes! I will get this information tomorrow or Wednesday.

Thank you!

From: Lisa Klemm <LKlemm@darienil.gov>
Sent: Monday, November 17, 2025 3:36 PM
To: Katie Neary <KNeary@LRSrecycles.com>; Jordan Kraber <JKraber@LRSrecycles.com>
Subject: Budget - 2026/2027

Katie/Jordan

Hi! Hoping you can help! I'm starting the budget process for our FY27, beginning May 1st. Can you please provide an estimate for a recycling event next fall (October 2026)?

Thanks in advance!

Lisa

| | |
|---|--|
|  | <p>Lisa A Klemm</p> <p>Administrative Assistant to City Administrator 1702 Plainfield Road, Darien, IL 60561 Email: lklemm@darienil.gov Office: (630) 353-8104 </p> |
|---|--|

Connect with the City of Darien!



AGENDA MEMO
Admin/Finance Committee
May 4, 2026

ISSUE STATEMENT

A motion authorizing the purchase of 1 new Microsoft Server, CAL licensing, and installation in an amount not to exceed \$17,600 at Public Works.

BACKGROUND/HISTORY

The Public Works existing server has reached end-of-life. As servers get older, they become less efficient, less responsive and potentially more vulnerable for security to be compromised. Additionally, extended services/support becomes more costly. The new server hardware will include 3 years of support (call-ins, updates for hardware, physical hardware replacement and/or repair and if needed, onsite technician). The new server will come with a more/faster processor, more/faster access memory as well as significantly more hard drive space. The server will be purchased through Dell. Dell offers better discounts and government promotions while providing quality, reliable products.

The Public Works server handles the logins for staff to the City’s network, provides local access to computers/users should the Comcast circuit goes down, hosts the gasoline metering application (Fuel Master), acts as a print server for users and allows Scada (water system) to run on the network and communicate with other devices.

The recommendation from our consultant is to upgrade to a Dell PowerEdge R200 Series server. This will also include Microsoft’s newest server operating system, Server 2025.

AIS, Inc has been the city’s IT provider for several years and the replacement of public work’s server is part of the roadmap for FYE27. This has been budgeted in the FYE 27 in Account 01-10-4325.

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | FY26/27 BUDGET | PROPOSED EXPENDITURE | PROPOSED BALANCE |
|-----------------------|------------------------------------|-----------------------|-----------------------------|-------------------------|
| 01-10-4325 | Dell Power Edge Server | 7,000 | 6,000 | 1,000 |
| 01-10-4325 | Labor – AIS | 4,000 | 4,060 | (60) |
| 01-10-4325 | Microsoft Server and CAL Licensing | 6,600 | 5,602 | 998 |
| TOTALS | | \$17,600 | \$15,662 | \$1,938 |

STAFF/COMMITTEE RECOMMENDATION

Staff recommends approval of a motion authorizing the purchase of the new server.

ALTERNATE CONSIDERATION

As directed.

DECISION MODE

This item will be placed on the May 18, 2026 City Council Agenda for approval.

PASSED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, this 18th day of May 2026.

AYES: _____

NAYS: _____

ABSENT: _____

All Information Services, Inc.

Integrating the World's Technology

Budgetary Technology Roadmap For:

City of Darien
1702 Plainfield Road
Darien, IL 60561



January 7, 2025

Lisa Klemm
City of Darien
1702 Plainfield Road
Darien, IL 60561

Dear Lisa,

All Information Services, Inc. (AIS) appreciates the opportunity to provide your organization with the following technology roadmap. The budgetary technology roadmap will estimate possible costs and requirements for future technology applications.

At our core, we are a customer service organization with expertise as a full-service Information Technology (IT) and a Managed Service Provider (MSP). Our core competencies include technical consulting services, planning and design, infrastructure solutions, optimization, growth/budget planning and project management.

Our customers rely on our expertise in IT service delivery as a fundamental component to their core business operations. We work with clients across a variety of market segments including manufacturing, healthcare, finance, municipal, and education.

As a client of AIS, your organization will receive:

- A primary lead Tier III Engineer and Tier II Technician who will be responsible for all aspects of your IT infrastructure, while having behind them the knowledge and experience of more than 40 engineers.
- A dedicated AIS executive as your primary Account Manager to ensure consistency and continuity in establishing a long-term working relationship. We will meet quarterly and annually to review progress, status and aid in infrastructure and strategy planning.

The technology needs of the City of Darien are best served by AIS. Our proven record of accomplishment for professional installation, reliable service and quality systems technology is what our reputation is built on. We make technology work.

All Information Services, Inc. (AIS) is your trusted partner for information technology (IT) and managed services solutions. In today's complex business environment, your technology platform should help your business gain a competitive advantage in your respective market, not hold it back. Through our extensive industry experience and best practices approach, AIS can optimize your technology and help you meet your business objectives.



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Budgetary Technology Roadmap Objective

Provide a budgetary technology roadmap for the City of Darien. The roadmap ideas and objectives are based on known needs, current resources in use and are in line with industry standards. The budgetary estimates below are based on current costs. This roadmap is required to be updated yearly, to reflect changes in technology, costs and the needs of the City.

2026-2027

- Comcast fiber migration
\$4,400 Estimated Labor

- Public Works server will be end of life. AIS recommends upgrading.
\$7,000 Dell PowerEdge Server
\$4,000 Estimated Labor
\$6,600 Microsoft Server and CAL Licensing
Microsoft licensing is an estimate under the Illinois Agreement and will be quoted at the time of purchase.

- The City Application Server is running an end of life Windows Server operating system and needs to be upgraded.
\$1,420 Estimated Labor
\$1,800 Microsoft Server Licensing
Microsoft licensing is an estimate under the Illinois Agreement and will be quoted at the time of purchase.
The above Public Works Microsoft "CAL" Licensing is required for this task.
AIS will work with 3rd software vendors as needed.
3rd party costs may apply.

- The City uses Exchange Server 2019 for email. In 2025 Microsoft announced this version's end of life in October 2025. The server is not receiving security updates. There are two options for the City to get on a supported email platform:
 - Exchange Server Subscription Edition (SE)
\$2,000 Estimated Labor
\$17,000 yearly subscription services
Microsoft licensing is an estimate and under the Illinois Agreement.
A full email user audit should be performed before any purchase. Costs may go up or down.
This option uses Darien's existing "server" and with the SE Exchange version.
Some staff at Darien are using an Outlook version that is not compatible with this solution. An audit needs to be conducted, and staff identified who need an upgrade or who will use Outlook web.

 - Office 365 Cloud Subscription
\$22,120 Estimated Labor
\$26,000 yearly subscription, 3 year term
Microsoft licensing is an estimate and under the Illinois Agreement.



Apr 24th, 2026

PW Replacement server - CDW Licensing

Prepared for

City of Darien

Prepared by: Sean Pasnik



PW Replacement server - CDW Licensing

Engagement Scope of Work For:

| | |
|-----------------------|--|
| Customer | City of Darien |
| Engagement | PW Replacement server - CDW Licensing |
| Location | 1702 Plainfield Road, Darien, Illinois 60561 |
| Effective Date | 04-24-2026 |
| Created By | Sean Pasnik |
| Version | 3 |



Proposal Outline

All Information Services, Inc. (AIS) appreciates the opportunity to provide your organization with the following technology solutions proposal. It has been designed to meet your operating requirements with engagements structured to properly set and manage expectations.

Implementation Details

- IT Project Management
 - IT Project Management is the practice of planning, coordinating, and overseeing technology initiatives to ensure they are delivered successfully within defined scope, timeline, and budget. It provides structure, accountability, and clear communication across stakeholders from project initiation through completion.
 - Standard Project Management
 - Standard Project Management is the application of structured methods to plan, execute, and complete projects by balancing scope, schedule, cost, and quality. It provides governance, coordination, and communication to ensure predictable outcomes and stakeholder alignment from start to finish.
- Physical Server Implementation
 - Physical Server Implementation is the process of deploying on premises server hardware, including installation, configuration, and validation to meet defined technical and operational requirements. It ensures the server is properly integrated into the environment and ready to support production workloads reliably and securely.
 - Baseline Server Hardware Physical Installation and Provisioning
 - Server Host Operating System Installation
 - Server Deployment Baseline and Management Configuration

Scope of Work

Engagement Overview

Provider will provide resources for the duration of the project in which Engineers, Consultant, or Project Manager will assist with various IT tasks outlined this Project Scope. During this time, the Engineers, Consultant, or Project Manager will work closely with Customer staff.

Implementation Summary

IT Project Management

- Standard Project Management - 3 Hours



Physical Server Implementation

- Baseline Server Hardware Physical Installation and Provisioning - 1 Server
- Server Host Operating System Installation - 1 Server
- Domain Controller Migration - 1 Server

Provider Responsibilities

AIS is responsible for the following:

- Discovery
 - Kickoff Call
 - Discovery
- Planning
 - Project Management
 - Preparation
- Implementation
 - Server Installation
 - Server Provisioning
- Validation
 - Complete Testing Plan
- Closing
 - Update Environment Documentation

Customer Responsibilities

City of Darien is responsible for the following:

- Discovery
 - Provide all Customer Required Documentation

Project Assumptions

- These hours are estimates. Any overages will be billed separately
- Work will take place Monday through Friday, between the hours of 8:30 AM - 5:00 PM CST. All work outside of this time frame will be billed at after hours rate.
- All Microsoft Licensing is procured by Customer via 3rd party responsible for the IL Gov Contract

Out of Scope

Tasks outside this SOW include, but are not limited to:

- Any work not explicitly stated in the SOW is considered not in scope and may require a change order.
- More than one onsite visit
- Software and 3rd-party vendor costs not included



Engagement Summary

| One Time Items | | | |
|---|-----------------|------------|--------------------|
| Labor | | | Total |
| IT Project Management | | | |
| Task | Tier | Est. Hours | Total |
| Standard Project Management | Project Manager | 3 | \$540.00 |
| Physical Server Implementation | | | |
| Task | Tier | Est. Hours | Total |
| Baseline Server Hardware Physical Installation and Provisioning | Tier 2 | 8 | \$1,120.00 |
| Server Host Operating System Installation | Consultant | 4 | \$800.00 |
| Domain Controller Migration | Consultant | 8 | \$1,600.00 |
| Labor Total | | 23 | \$4,060.00 |
| Product | Unit Price | Quantity | Total |
| PowerEdge R260 | \$6,000.00 | 1 | \$6,000.00 |
| Product Total (Less Tax) | | | \$6,000.00 |
| OneTime Total (Less Tax) | | | \$10,060.00 |



Service Fees - Milestones

| Project Milestones | Fees |
|--|--------------------|
| Project Kickoff | \$2,030.00 |
| Project Completion | \$2,030.00 |
| One-Time Hardware + Service Setup Fees | \$6,000.00 |
| Grand Total (Less Tax) | \$10,060.00 |

Services Fees will be calculated according to the Engagement Service Fee Tables. Down Payment amount is the sum of the one-time and first period of recurring amounts listed in the Engagement Pricing Summary. Quote pricing is valid until 08 May 2026.

To approve this proposal and the Scope of Work, please sign, date and return with the required down-payment noted above (if required). Payments should note your CLIENT PO or Internal PO. Please contact billing@aislabs.com for alternate forms of payment

If an invoice is required for this down-payment, please let us know. Once AIS receives the signed copy and the down-payment are received, work will begin.

Please note that the prices quoted are estimates and may be subject to change due to unforeseen tariff adjustments or market demand fluctuations. We will inform you of any such changes and provide an opportunity to review the revised pricing before finalizing your order.

Authorizing Name: _____

Authorizing Signature: _____

Date: _____

Client PO (Optional): _____



Terms and Conditions

Fixed Price

| Resource | Resource Rate |
|------------------------------------|---------------|
| Tier 1 Technician – Per Hour | \$100.00 |
| Tier 2 Technician – Per Hour | \$140.00 |
| Tier 3 Technician – Per Hour | \$165.00 |
| Infrastructure Engineer – Per Hour | \$135.00 |
| Project Management – Per Hour | \$180.00 |
| Principal Consultant – Per Hour | \$200.00 |
| After-Hours Work – Per Hour | \$250.00 |

Fixed Price Engagement is based upon:

- Project Kickoff will be scheduled within 5 business days of Provider receiving initial payment.
- Project work will start within 2 weeks from date of Project Kickoff
- Hours are Billed in quarter-hour 0.25 increments for any and all time worked by provider
- Hourly Rate for each resource is outlined as follows for remote and on-site services performed 8:30AM-5PM Central Time Zone on business days:
- On-site visits to locations within fifty (50) miles of Provider offices are to be scheduled inclusive of travel time
- On-site visits to locations more than fifty (50) miles of Provider office will require Out of Scope Travel Expenses
- Provider will follow up with client on status and upcoming requests at least monthly and Hours will be Billed accordingly



General Terms and Conditions

All quotes are subject to availability. All timelines are estimates to the best of our judgement until the approval method requirements are met from above. Any additional labor or materials which are out of scope and not listed in this scope will be executed, procured, and billed, in addition, to the quote as separate items based upon the client's approval. Equipment is warranted by their respective manufacturers.

Engagement Kickoff Meeting will be scheduled within five (5) business days of receiving the required Down-Payment or Purchase Order. Project Work Start will be at least two (2) weeks from date of Project Kickoff.

Down-payment amounts are determined by the equipment and/or labor needs, the client's history of Days Sales Outstanding (DSO) and/or history with AIS, Inc. of any kind. After the initial down-payment (if required), you will be billed upon any completion of agreed milestones or when the scope of work is completed. These bill(s) will be 'DUE UPON RECEIPT.' Any Service Fees that are marked as an 'ESTIMATE,' will be billed in actual time at milestones noted in the proposal, or when work is complete. Overdue invoices shall be subject to a monthly interest charge. In addition, the customer shall reimburse all costs and expenses for attorney fees incurred in the collecting of any amounts past due.

Projects lasting longer than one month will include monthly progress billing.

Additional Terms and Conditions are listed here: <https://aislabs.com/pricing/terms-conditions/>

AIS does provide Fair-Market-Value and \$1 buy out financing. Please reach out to your AIS representative if you wish explore these options.



Implementation Details

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 - Provide all Customer Required Documentation
 - Kickoff Call
 - Project Management
 - Update Environment Documentation
 - Complete Testing Plan
 - Preparation
 - Discovery
- Physical Server Implementation
 - Physical Server Implementation is the process of deploying on premises server hardware, including installation, configuration, and validation to meet defined technical and operational requirements. It ensures the server is properly integrated into the environment and ready to support production workloads reliably and securely.
 - Baseline Server Hardware Physical Installation and Provisioning
 - Server Installation
 - Server Provisioning
 - Server Host Operating System Installation
 - Server Deployment Baseline and Management Configuration



Thank you for choosing CDW. We have received your quote.

QUOTE CONFIRMATION

Pricing and Availability Notice

Due to ongoing supply chain challenges, some hardware manufacturers cannot guarantee product availability or pricing until the product is shipped. While we make every effort to honor quoted pricing, if a hardware manufacturer increases its price to CDW after a quote is issued or order is accepted, we may need to update your quoted price to reflect that change irrespective of any timeframes or validity periods set forth in the quote, including up to the date of shipment. In the event of a price adjustment, we will notify you prior to shipment. Any price adjustment would only occur if the hardware manufacturer increases its pricing to CDW.

JOHN LICAR,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

| QUOTE # | QUOTE DATE | QUOTE REFERENCE | CUSTOMER # | GRAND TOTAL |
|---------|------------|-----------------|------------|-------------------|
| PVTM630 | 4/9/2026 | PVTM630 | 1528391 | \$5,601.57 |

QUOTE DETAILS

| ITEM | QTY | CDW# | UNIT PRICE | EXT. PRICE |
|--|-----|---------|------------|------------|
| Microsoft Windows Server 2025 Standard - license - 16 cores Mfg. Part#: EP2-24969 Electronic distribution - NO MEDIA Contract: Sourcwell-State of IL R-257160 GOV ONLY (25-448DOIT-TELEC-P-80070) | 2 | 8143183 | \$827.31 | \$1,654.62 |
| Microsoft Windows Server 2025 Standard - license - 1 user CAL Mfg. Part#: EP2-24898 Electronic distribution - NO MEDIA Contract: Sourcwell-State of IL R-257160 GOV ONLY (25-448DOIT-TELEC-P-80070) | 105 | 8143162 | \$37.59 | \$3,946.95 |

| | |
|--------------------|-------------------|
| SUBTOTAL | \$5,601.57 |
| SHIPPING | \$0.00 |
| SALES TAX | \$0.00 |
| GRAND TOTAL | \$5,601.57 |

| PURCHASER BILLING INFO | DELIVER TO |
|------------------------|------------|
|------------------------|------------|

Billing Address:

CITY OF DARIEN
IT DEPT
1702 PLAINFIELD RD
DARIEN, IL 60561-5044
Phone: (630) 852-5000

Payment Terms: Net 30 Days-Govt State/Local

Shipping Address:

CITY OF DARIEN
IT DEPT
1702 PLAINFIELD RD
DARIEN, IL 60561-5044
Phone: (630) 852-5000

Shipping Method: ELECTRONIC DISTRIBUTION

Please remit payments to:

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515



Sales Contact Info

Rob Wood | (877) 533-0448 | rob.wood@cdwg.com

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Support



Call 800.800.4239

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at

<http://www.cdw.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

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City of Darien
Minutes of the Administrative/Finance Committee
April 6, 2026

Alderwoman Sullivan called the meeting to order at 6:00 pm. Committee members Leganski and Schauer were present. Also in attendance was Mayor Marchese, City Administrator Vana and City Treasurer Coren.

Environmental Committee

The Admin/Finance committee discussed suggested ordinance changes provided by the Environmental Committee (EC) and also their activities since last year's city council goal setting meeting. EC members, Allan Jackimek, Arleta Peknik, Deb Hardtke, and Heather Conroy, attended the meeting to offer their input. Administrator Vana advised the Admin/Finance Committee will continue to review the EC's activities within the 12 month review period and make a recommendation to disband the city appointed EC and have them serve the community like other local not for profit clubs or continue as a city appointed committee. The committee made no recommendation and will continue to monitor the EC activities.

Darien Fest/October Fest

The staff advised the city is finalizing details for Darien Fest and October Fest. The staff is requesting the City Council confirm certain aspects of both of these events including:

Darien Fest

- Allowing the Lions Club to handle the beer sales and the Woman's Club to handle the wine sales. The Lions and Woman's Clubs will secure the required insurance and license, purchase, serve and retain alcohol revenues.

October Fest

- Allowing the Lions Club to handle the beer sales and the Woman's Club to handle the wine sales. The Lions and Woman's Clubs will secure the required insurance and license, purchase, serve and retain alcohol revenues.
- Authorize staff to enter into agreements with the bands and sounds/stage company and other items approved in the budget
- Approve the Fest location to be Carriage Greens and fest hours to be between 3:00pm to 10:00pm

The committee recommended approval to confirm the aspects of the Darien and October fests as recommended by staff. The committee approved this but still wanted to discuss the city retaining more revenue from the fests with the full city council.

Consideration of a motion to enter into an agreement with Clarke Mosquito for three years

Staff advised Clarke Mosquito has been the contractor to control mosquito populations for the City of Darien for many years. There currently are no other alternatives for mosquito abatement and Clarke has prepared a three-year proposal. This proposal is 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. There has not been an increase since FYE 23. The proposed rate represents a 9.5% increase from last year. The committee unanimously recommended approval of the contract.

Minutes – February 2, 2026- The committee unanimously approved the minutes.

Adjournment - The meeting adjourned at 6:58 p.m.

Approved:

Mary Sullivan, Chairwoman _____

Ted Schauer, Member _____

Gerry Leganski, Member _____

City of Darien
Minutes of the Special Administrative/Finance Committee
April 20, 2026

Alderwoman Sullivan called the meeting to order at 6:30 pm. Committee members Leganski and Schauer were present. Also in attendance was Mayor Marchese, City Administrator Vana and City Treasurer Coren

A motion approving a Memorandum of Understanding (MOU) between the City of Darien and the Darien Lions Club for the 2026 Darien Fest and 2026 October Fest

The committee reviewed the Memorandum of Understanding (MOU) between the City of Darien and the Darien Lions Club for the 2026 Darien Fest and 2026 October Fest. Staff advised the Administrative/Finance committee recommend approval of the MOU items in substantially the same form at their April 6 meeting. The committee discussed if the city should retain any of the revenue from liquor sales but made no specific recommendation. Mayor Marchese advised he attended the 4-9-26 Lions board meeting. The Mayor formally requested that the Lions provide \$3,000 for scholarships for the 2026 intern program with the high schools. We will have three students from HS and three from DGS and each would receive \$500. The Lions agreed to provide the scholarships, subject to their full board approval in May. The committee unanimously recommended the City Council approve a motion approving the *Memorandum of Understanding between the City of Darien and the Darien Lions Club*.

Adjournment - The meeting adjourned at 6:46 p.m.

Approved:

Mary Sullivan, Chairwoman _____

Ted Schauer, Member _____

Gerry Leganski, Member _____