

**MINUTES  
CITY OF ST. CHARLES, IL  
ST. CHARLES CORRIDOR IMPROVEMENT COMMISSION  
August 1, 2012**

**Members Present:** Chair English, Vice Chair Schuetz, Potts, and Dechene

**Members Absent:** Kane

**City Staff Present:** Matthew O'Rourke

**1. Opening of Meeting**

The meeting was convened by Chair English at 7:00 p.m.

**2. Approval of Agenda**

A motion was made by Schuetz and seconded by Potts to approve the agenda.

**Voice Vote:** Unanimous; Nays: None; Members Absent: Kane.

**Motion Carried**

**3. Approval of minutes from June 27, 2012**

A motion was made by Potts and seconded by Schuetz to approve the June 27, 2012 minutes of the Corridor Improvement Commission.

**Voice Vote:** unanimous; Nays: None; Members Absent: Kane.

**Motion Carried**

**4. Historic District Walking Tour**

O'Rourke handed out the materials that he had put together for the meeting. He explained that there was a map indicating the location of the properties identified during the walking tour and that there is a corresponding photo for each property.

O'Rourke stated that he did speak with other City employees about the Town House Café planting beds and determined that this area is eligible for a corridor grant.

Potts asked about the Tranquility property. O'Rourke stated that unfortunately this property is not in the SSA-1B district and not eligible for a grant. Potts asked how it was left out. O'Rourke stated the he could not determine any specific reason, but

checked the documents from when the SSA-1B was created and that the parcel id number for the Tranquility property was definitely not listed. O'Rourke explained that if they wanted to be incorporated into the district they could petition the City to amend the boundaries of the district.

Potts asked about the process for the Town House Café four season grant. O'Rourke explained that they would need to fill out the application and pay the \$50.00 filing fee. He further explained that once Staff has received those materials Town House can be scheduled for a plan review and recommendation and that this could be as early as the next meeting.

The Commission decided to review the distributed materials and determine which properties they would like to first contact to gauge their interest in the four season grant program. The properties that the Commission decided to contact and which members would contact these properties are as follows:

- Town House Café. – Kelly Potts
- Wilson Travel – David English
- Nuova Italia – Alice Dechene
- Lazarus House – Matthew O'Rourke
- Doc Morgan – Matthew O'Rourke

O'Rourke stated the he could print color marketing brochures for the members to take with them while talking to the property owners. He also stated that he would try to get contact information for the businesses should the Commissioners like to call the business first. Potts stated that in her experience it is good to bring a copy of the application to the meeting as well.

The Commission discussed having alternative properties in case there is a lack of interest from these property owners. Chair English stated that the best approach would be to contact the first group and then report back at the September meeting. The Commission could discuss alternative properties based on the feedback received.

Vice Chair Schuetz asked if these grants would need to be planted by the end of fall. Chair English stated that the grants could be approved this fall and planted in the Spring. O'Rourke agreed and stated that as long as the grants are approved before the end of the fiscal year that they can be planted at a later date.

## **5. Additional Business**

O'Rourke explained that the City is posting all agendas and packet items on the website and wanted the Commission to be aware that these items are available.

## **6. Announcement and Upcoming Meetings**

Next CIC Meeting – September 5, 2012

**7. Adjournment**

A motion was made by Decehne and seconded by Schuetz to adjourn the meeting.

**Voice Vote:** unanimous; Nays: None; Members Absent: Kane.

**Motion Carried**