

AGENDA
THE CITY OF ST. CHARLES CITY
COMMITTEE OF THE WHOLE MEETING
ALD. RONALD SILKAITIS, CHAIR
TUESDAY, FEBRUARY 17, 2026
IMMEDIATELY FOLLOWING THE CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS – 2 EAST MAIN STREET

1. **Call to Order**
2. **Roll Call**
3. **Agenda-Related Public Comment** (this comment period should be limited to comments related to items on the published agenda)
4. **Administrative Matters** (information only)
5. **Consent Agenda Items with an asterisk (*)** are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.
6. **Police Department**
 - a. Recommendation to approve a **Resolution** Authorizing the Purchase of a Replacement Forensic Recovery System from Digital Intelligence for \$86,763.
7. **Fire Department**
 - *a. Motion to approve an **Ordinance** Authorizing the Disposal of Personal Property Owned by the City of St. Charles.
8. **Finance Department**
 - *a. Budget Revisions – January 2026
 - b. Presentation of a funding request from the St. Charles Business Alliance in the amount of \$850,600 for FY 2026-2027 City budget.
 - c. Presentation of a funding request from the St. Charles History Museum in the amount of \$72,000 in the FY 2026-2027 City budget.

9. Public Works

- a. Recommendation to approve a **Resolution** Authorizing a Purchase Order with Meade Electric for Streetlight Maintenance Services and LED Upgrade Conversions to Extend the Contract for the Second and Third Years.
- b. Recommendation to approve a **Resolution** to Authorize Issuing Purchase Orders to Sternberg Lighting for Decorative Streetlights.

10. Information Technology

- a. Recommendation to approve a Resolution Authorizing a Three-year Agreement with Metronet for Internet Service for \$33,840.

11. Economic Development

- a. Presentation on the Retention Visit 2025 Report.

12. Public Comment (this comment period is open to any topic)

13. Additional Items from Mayor, Council or Staff

14. Executive Session

- Pending, Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)
- Personnel – 5 ILCS 120/2(c)(1)

15. Adjournment

ADA Compliance

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TTY), or via e-mail at jmcmahon@stcharlesil.gov. Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).

Highlights from the Illinois Municipal Electric Agency Executive and Full Board Meetings that were held on December 3rd and 4th, respectively.

IMEA Treasurer's Report The Chief Financial Officer provided an update on agency wide power costs through November which are expected to be under budget. Staff noted that power costs were coming in higher than last year at this time, citing continually rising transmission costs for a 3.7% increase. From a supply standpoint, energy usage is expected to be 2.3% higher and demand usage is 2.9% over last fiscal year to date.

IMEA President and CEO Report President and CEO Kevin Gaden informed the Board of Directors of recent changes in membership from Greenup, Cairo, Freeburg and Casey.

Gaden also reported that the contract for the Peru-Princeton 138 kV transmission line has been signed between IMEA and Ameren.

The CEO then provided an update on the status of the agency's Integrated Resource Planning (IRP) efforts that are commencing. The agency is working toward a Request for Proposal (RFP) for a consultant for the IRP that is compliant with the recently passed Clean and Reliable Grid Affordability (CRGA) Act in mid-2026. Staff will then bring the contract to the board for approval before the end of 2026 so that the IRP can begin by January 1, 2027. At this time, the IRP will include all 32 IMEA members through September 2035 and that 29 members that have approved the new IMEA supply contract from October 2035 through May 2055. The Board was informed that the Agency is still working with Naperville on its contract requests and no formal action of the IMEA Board was requested at that time.

IMEA Legislative and Regulatory Report The IMEA Board was updated on CRGA which passed the legislature in veto session and is expected to be signed by the Governor. If signed, the act would become effective June 1, 2026, and in general, this legislation provides for the following that affects municipal electric utilities:

- Requires Municipal Electric Utilities and Electric Cooperatives to perform an integrated resource plan every 5 years.
 - a. The first IRP must be initiated by January 1, 2027
 - b. The IRP will look over a 5-year planning period and up to 20 years in the future for a range of load forecasts
 - c. If a Municipal Electric Utility is total requirements customer of a Joint Action Agency (JAA), like all current IMEA members, the municipality may adopt the IRP of the JAA
- Makes changes to net metering, defining residential and small commercial customers as 25 kW AC and below. It also prohibits a requirement for customers to name the utility as an additional insured and to have a minimum liability limit.

IMEA Operations Report An update was provided on Trimble County and Prairie State operations. Prairie State's year-to-date Equivalent Availability Factor (EAF) is 85.8% and Trimble County's year-to-date EAF is 82.97%. EAF is generally defined as the portion of the year (broken down to the hourly level) in which the generating units were available without outage or derating.

Staff provided the board with an update on the status of permitting for the Princeton and Peru 138kV line that will be built by 2029 and of which IMEA will be a 25% owner. Three routes for the physical transmission line have been proposed, and the final route will be finalized as Ameren, the project lead, goes through the ICC process. Several public hearings have been held in the area of the planned project.

IMEA Legal Report Legal staff at the agency updated the board on various matters before FERC as well as those items that have been brought to resolution.

IMEA Transmission IMEA staff presented to the board the status of their work, since January 2025, with Ameren and two other regional transmission owners forming a coalition to bid to submit a joint development offer on two transmission projects that MISO is looking to have built by approximately 2034 as part of its Tranche 2.1 transmission planning initiative. Ameren would be the project leader and IMEA would be one of the proposal participants. MISO will select the developer through a bidding process, projected to be awarded in Q3 of 2026. If selected, IMEA would have a 3% ownership share of the project, with cost estimates to be approximately \$50M, or higher if the project costs are higher. This project allows IMEA to gain a net margin on the rate of return on equity. While this project is in the MISO service territory all transmission costs of the agency are socialized so each municipal utility would receive their percentage of the yearly financial benefit equal to their current load ratio share of the agency.

The authorizing resolution passed the IMEA board unanimously and Ameren will now submit the overall bids on behalf of all proposal participants in January to MISO. The agency expects to hear back in mid to late 2026, if the group is selected. IMEA staff will continue to provide updates to the board on the project status.

Economic Development Rates The IMEA Board of Directors approved continuing an Industrial Discount for Bunge North America, Inc. in Cairo. Bunge is a grain terminal on the confluence of the Ohio and Mississippi River and has been a Cairo customer for many years. This rate was enacted in 1992 and designed to bring high load factor load to the agency while fairly compensating the user of this energy for a portion of the reduction in rates seen by all members of IMEA because of their high load factor.

IMEA Solar Project and Resource Planning Updates IMEA staff updated the board on its 150MW Bee Hollow solar project which is still on track for completion at the end of 2026. Earlier this year IMEA's 25MW Big River Solar project came online, with IMEA receiving Capacity and Energy from this project while the project owners are selling the produced RECs to the State of Illinois to reduce project cost to IMEA's members. The Board of Directors authorized staff to procure RECs from the market to allow this energy to be claimed as part of IMEA's renewable portfolio. This decision is consistent with agency policy on REC arbitrage which allows the agency to sell higher priced RECs produced from their owned or contracted renewable facilities and replace them with lower cost RECs. This process of replacing RECs ultimately yields significant cost savings to the IMEA membership.

The federal administration is canceling USDA PACE loans which IMEA has worked with SolAmerica to pursue solar projects in Metropolis, Highland, Carmi and potentially Chatham. Without this funding, the cost of power from the projects will be higher. Staff continue to work with the vendor to review potential other options for these projects.

Demand Response Programs IMEA offers a demand response program to large commercial and industrial customers across its member communities that are willing to reduce energy usage during peak hours as determined by the agency. To fairly compensate customers who participate by dropping load when called upon, the IMEA Board of Directors voted to increase the compensation for those customers so that the credit received is in line with market capacity prices which continue to increase.

IMEA Sustainability Plan Update Agency staff provided their yearly update on the IMEA Sustainability Plan to the Board of Directors. The presentation outlined the additional clean energy projects that have come online this year as well as future work on the battery storage study, thermostat demand response program, and expanding electric vehicle charging stations.

IMEA Energy Efficiency Program IMEA staff provided an update on the IMEA Energy Efficiency Program which is a value-added service that IMEA provides, manages, and administers for member utilities. Each year, IMEA budgets \$1 million to pay incentive rebates directly to commercial and industrial customers for qualified electric efficiency projects and makes available \$250,000 for incentives for qualified Electric Vehicle Chargers and Electric Vehicles.

Agency staff are currently reviewing updates to the State of Illinois' Technical Reference Manual (TRM) which outlines the energy savings that can be projected from various efficiency projects and pieces of equipment.

IMEA President and CEO Replacement The IMEA Board of Directors authorized a resolution hiring Doug Brown as the next Chief Executive Officer of IMEA. Doug is currently the Chief Utility Engineer with City Water, Light and Power in Springfield, Illinois and will begin with IMEA on April 1, 2026.

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 6a
	Title:	Resolution authorizing the purchase of a replacement forensic recovery system from Digital Intelligence for \$86,763.	
	Presenter:	Dan Likens, Police Chief	
Meeting: Committee of the Whole		Date: February 17, 2026	
Proposed Cost: \$86,763		Budgeted Amount:	Not Budgeted: <input checked="" type="checkbox"/>
TIF District: None			
<p>Executive Summary: In 2019 City Council approved the purchase of a forensic recovery system for the Police Department in the amount of \$73,500 from Digital Intelligence. This system is critical infrastructure that allows for the secure extraction and storage of sensitive digital evidence.</p> <p>The system was purchased in 2019 and has reached its useful life and is no longer under a support contract. The Police Department and Information Technology Department worked with Digital Intelligence to quote a replacement system with enough storage capacity to meet the increasing demands of digital evidence storage. A bid waiver has been attached as the US sales distribution channel for the forensic recovery system is direct from Digital Intelligence as well as their being no direct comparison on the market.</p> <p>Digital Intelligence has provided a quote for \$86,763. This will include a three-year hardware warranty with lifetime technical support. It also includes annual support visits in years two, three and four.</p> <p>Funding for this system will be through the City's Equipment Replacement fund.</p>			
<p>Attachments (please list): Resolution, Bid Waiver</p>			
<p>Recommendation/Suggested Action (briefly explain): Recommendation to approve a Resolution authorizing the purchase of a replacement forensic recovery system from Digital Intelligence for \$86,763.</p>			

City of St. Charles, Illinois
Resolution No.

**A Resolution Authorizing the Purchase of a replacement forensic
recovery system from Digital Intelligence, in the submitted amount**

**Presented & Passed by the
City Council on**

WHEREAS, in order to meet the need for securely maintaining sensitive digital evidence, the City has relied on a stand-alone forensic recovery system since 2019;

WHEREAS, the Police and Information Technology Department solicited a request for quote for a replacement forensic recovery system from Digital Intelligence;

WHEREAS, Digital Intelligence supplied the current forensic recovery system, has provided a quote for a replacement system and continues to be a valued vendor;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that a purchase of HPE Aruba wireless access points and mounting hardware from Continental Resources, Inc., is approved in the submitted amount.

PRESENTED to the City Council of the City of St. Charles, Illinois, this ____ day of ____, 2026

PASSED by the City Council of the City of St. Charles, Illinois, this ____ day of ____, 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this ____ day of ____, 2026

Clint Hull, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



Bid Waiver ■ One Time Today through _____

Description: Forensic Evidence Recovery System

Requested Vendor: Digital Intelligence

Requested By: Steve Weishaar Date: 2/6/26

Approval: Larry Gunderson Department Head Lawrence E. Gunderson Signature
Digitally signed by Lawrence E. Gunderson Date: 2026.02.06 08:56:19 -06'00'

Bid Waivers are required when there are unique circumstances related to a proposed procurement that has not been competitively solicited.

1. This procurement is valued at \$ 86,763 for this one-time order, and/or \$ _____ for a 12-month period.
2. This good/service has been competitively solicited within the past 24 months. YES ■ NO
If Yes, Was the solicitation published on the city website? YES ■ NO

3. Justification for Bid Waiver:

Emergency i.e. declared by the Mayor and applicable to EOC/FEMA procedures.

Urgent i.e. required to resolve an unanticipated problem that, if not resolved within 48 hours, may cause undue risk to individuals and/or extensive damage to property.

Need for these goods/services were **not anticipated and procurement through normal channels would take too long.**

A responsible **contractor was on site** performing a related repair, and based on professional judgement; it was prudent to request this service/repair from said contractor.

These goods are replacement parts for a **warranted item, and the warranty is still in place**, and purchase of a non-brand item will jeopardize warranty.

- These goods/services are **inherently related to, and an ongoing part of**, other goods/services previously provided by the Provider.
- These goods utilize a **proprietary, patent, trademark, or customized programming** resulting in lack of competition.

These goods are **standardized** for operational safety and efficiency.

These goods are only available through the provider's **local distribution** channels.

These goods/services were purchased through a **Cooperative Purchasing Agreement.** _____

Other: _____

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: *7a
	Title:	Recommendation to Approve an Ordinance Authorizing the Disposal of Personal Property Owned by the City of St. Charles.	
	Presenter:	Jeremy Mauthe, Fire Chief	
Meeting: Committee of the Whole		Date: February 17, 2026	
Proposed Cost: \$ 0		Budgeted Amount: \$ 0	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain):			
<p>The Fire Department currently maintains surplus EMS equipment in its inventory that has been removed from service and replaced through the regular budget cycle several years ago. This equipment includes one wire Stokes basket, one scoop stretcher, and four backboards.</p> <p>The Four Lakes Ski Patrol has requested the donation of this surplus equipment for use by its volunteer patrol members. The lead patrol representative has agreed to complete all required waivers and hold-harmless agreements associated with the transfer. The City has a history of donating surplus equipment to qualified organizations and programs when such donations serve a public safety purpose and do not impact operational readiness.</p>			
Attachments (please list):			
<ul style="list-style-type: none"> • Inventory of Fire Department Equipment • Proposed Ordinance Authorizing the Disposal of Personal Property Owned by the City of St. Charles. 			
Recommendation/Suggested Action (briefly explain):			
Recommend approval of an Ordinance Authorizing the Disposal of Personal Property Owned by the City of St. Charles.			

City of St. Charles, Illinois
Ordinance No. 2026-M-___

**AN ORDINANCE AUTHORIZING THE DISPOSAL OF PERSONAL
PROPERTY OWNED BY THE CITY OF ST. CHARLES**

WHEREAS, pursuant to Section 11-76-4 of the Illinois Municipal Code (65 ILCS 5/11-76-4), the corporate authorities of the City of St. Charles (the “City”) are expressly authorized to sell or otherwise dispose of personal property in such manner as they may designate with or without advertising the sale when, in the opinion of a majority of the corporate authorities then holding office, the personal property is no longer necessary or useful to the City; and

WHEREAS, the City owns certain Fire Department protection equipment, deemed to be surplus (the “Equipment”); and

WHEREAS, the corporate authorities of the City expressly find that the Equipment is no longer necessary to, required for use, or in the best interest of the City to maintain, and further find that it is in the best interest of the City to sell or otherwise dispose of the Equipment, as hereinafter set forth.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE AND DUPAGE COUNTIES, ILLINOIS, AS FOLLOWS:

1. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.
2. The corporate authorities of the City hereby authorize disposal of such Equipment by donating it to the Four Lakes Ski Patrol, as itemized and pursuant to that certain Fire Protection Equipment Donation Agreement, attached hereto and made a part hereof as Exhibit A.
3. The City Fire Chief is hereby authorized and directed to execute any document necessary to transfer title to such Equipment to Four Lakes Ski Patrol.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

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

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this _____ day of _____, 2026.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this _____ day of _____, 2026.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois, this _____ day of _____, 2026.

Clint Hull, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

FIRE PROTECTION EQUIPMENT DONATION AGREEMENT

THIS AGREEMENT is entered into this ___ day of _____, 2026, by and between Four Lakes Ski Patrol and the CITY OF ST. CHARLES, an Illinois municipal corporation (hereinafter referred to as “St. Charles”). (For convenience, Four Lakes Ski Patrol and St. Charles may be referred to each as a “Party” and collectively as the “Parties.”)

WHEREAS St. Charles owns certain fire protection equipment identified in Exhibit 1, attached hereto and incorporated herein by reference (the “Equipment”); and

WHEREAS, the corporate authorities of the City of St. Charles has previously determined that the Equipment is no longer necessary or useful to, or for the best interests of, St. Charles, and has authorized the donation of the Equipment to Four Lakes Ski Patrol; and

WHEREAS, Four Lakes Ski Patrol is in need of the Equipment and desires to acquire it as a donation from St. Charles; and

WHEREAS, St. Charles desires to assist Four Lakes Ski Patrol by donating the Equipment to Four Lakes Ski Patrol, at no cost.

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants and promises herein contained, the sufficiency of which is acknowledged to be adequate, St. Charles and Four Lakes Ski Patrol agree as follows:

1. The recitals stated above are an integral part of this Agreement and are incorporated into this Agreement by reference and made a part hereof.
2. St. Charles warrants that it has authority under the laws of the State of Illinois and its ordinances and has by Ordinance authorized the donation of the Equipment and transfer of the ownership of the Equipment to Four Lakes Ski Patrol.
3. Four Lakes Ski Patrol acknowledges and agrees that St. Charles is neither a manufacturer nor a vendor of the Equipment.
4. It is the obligation and duty of Four Lakes Ski Patrol to inspect the equipment prior to accepting it. Acceptance of the Equipment by Four Lakes Ski Patrol shall be deemed a determination by Four Lakes Ski Patrol that the Equipment was received in good condition and repair. The Parties acknowledge and agree that St. Charles has made no representations as to the condition of the Equipment and has made no agreements or promises to replace, repair, alter or improve the Equipment. IT IS UNDERSTOOD AND AGREED THAT ST.

CHARLES IS NOT MAKING AND HAS NOT MADE AT ANY TIME ANY REPRESENTATIONS OR WARRANTIES OF ANY KIND OR CHARACTER, EXPRESS OR IMPLIED, WITH RESPECT TO THE EQUIPMENT INCLUDING, BUT NOT LIMITED TO, ANY WARRANTIES OR REPRESENTATIONS AS TO MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, USAGE, LATENT OR PATENT PHYSICAL CONDITION, OR ANY OTHER MATTER OR THING REGARDING THE EQUIPMENT. FOUR LAKES SKI PATROL AGREES THAT IT SHALL ACCEPT AND USE THE EQUIPMENT “AS-IS, WHERE-IS, WITH ALL FAULTS.” All risks incident to the usage of the Equipment shall be borne by Four Lakes Ski Patrol. St. Charles shall not be obligated or liable to Four Lakes Ski Patrol or any third party for actual, incidental, consequential, or other damages arising out of or in connection with the use or performance of the Equipment and the maintenance thereof by Four Lakes Ski Patrol, and Four Lakes Ski Patrol expressly and unconditionally waives any such claims. Four Lakes Ski Patrol agrees to take possession of the Equipment in the City of St. Charles, Illinois, at a mutually agreeable time.

5. Notwithstanding anything else to the contrary, Four Lakes Ski Patrol agrees to and shall defend, indemnify and hold harmless St. Charles, its past and present officials (whether appointed or elected), officers, trustees, directors, agents, representatives, attorneys, contractors, insurers, volunteers, servants, successors, predecessors, assigns, employees and any other third party related to St. Charles (collectively, the “Indemnified Parties”) from and against any and all claims, losses, demands, liabilities, penalties, liens, encumbrances, obligations, causes of action, costs and expenses (including reasonable attorneys’ fees and court costs), deaths, injuries and damages (actual or punitive) of every kind and nature, whether known or unknown, suspected or unsuspected, disclosed or undisclosed, contingent or actual, liquidated or unliquidated (collectively, the “Claims” and individually, a “Claim”) that occurred or are alleged to have occurred, in whole or in part, in connection with St. Charles’s donation of the Equipment, Four Lakes Ski Patrol’s use of the Equipment, any act or omission of Four Lakes Ski Patrol or its officers, employees, independent contractors, officials, agents, and representatives, Four Lakes Ski Patrol’s breach of this Agreement, or this Agreement.
6. The interpretation and enforcement of this agreement shall be governed by the laws of the State of Illinois applicable to agreements made to be performed entirely within that state, without regard to its conflicts of laws principles. All actions or proceedings in any way, manner or respect, arising out of or from or related to this Agreement shall be litigated only in the circuit court of the County of Kane, State of Illinois. Four Lakes Ski Patrol expressly waives any objections to the foregoing based on improper venue, forum non conveniens or any other principle of law.

- 7. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document. A signature affixed to this Agreement by facsimile or electronic mail shall have the same effect as an original signature.
- 8. By affixing their signatures below the signatories represent that they have authority on behalf of their local government to enter into this Agreement.

CITY OF ST. CHARLES, an Illinois
municipal corporation

FOUR LAKES SKI PATROL

By: _____
Its Mayor

By: _____
Its: _____

ATTEST:

ATTEST:

By: _____
Its City Clerk

By: _____
Its: _____

DATE

DATE

SUBSCRIBE AND SWORN to before me
this ____ day of _____, 2026

Notary Public

SUBSCRIBE AND SWORN to before me
this ____ day of _____, 2026

Notary Public

Exhibit 1
Equipment

1. Wire Stokes Basket
2. Scoop Stretchers (1)
3. Backboards (4)

CITY OF ST. CHARLES
Budget Revision Listing

January 2026

JE TYPE	JE #	BUDGET #	COMPANY	FISCAL YEAR	PERIOD	DATE	ACCT-UNIT	ACCOUNT	AMOUNT	DESCRIPTION
Budget Transfer	95	100	1000	2026	9	01/05/2026	100200	52300	100	Janitorial and Kitchen Supplies
Budget Transfer	95	100	1000	2026	9	01/05/2026	100200	52101	(100)	Janitorial and Kitchen Supplies
95 Total										-
Budget Transfer	96	100	1000	2026	9	01/06/2026	100210	54402	500	Copier-Maintenance Agreement
Budget Transfer	96	100	1000	2026	9	01/06/2026	100210	54251	(500)	Copier-Maintenance Agreement
96 Total										-
Budget Addition	97	100	1000	2026	9	01/06/2026	100300	54353	300	Towing Expense
Budget Addition	97	100	1000	2026	9	01/06/2026	100900	31199	(300)	Towing Expense
97 Total										-
Budget Transfer	98	100	1000	2026	9	01/09/2026	100650	52001	50	New Computer Monitor
Budget Transfer	98	100	1000	2026	9	01/09/2026	100650	52000	(50)	New Computer Monitor
98 Total										-
Budget Addition	99	100	1000	2026	9	01/09/2026	100300	54520	1,948	Police Annual Field Directory
Budget Addition	99	100	1000	2026	9	01/09/2026	100900	31199	(1,948)	Police Annual Field Directory
99 Total										-
Budget Addition	101	100	1000	2026	9	01/12/2026	100401	52310	1,000	Small Tools and Equipment
Budget Addition	101	100	1000	2026	9	01/12/2026	100900	31199	(1,000)	Small Tools and Equipment
101 Total										-
Budget Transfer	102	100	1000	2026	9	01/13/2026	100400	54399	24,000	IL Fire Chief Assn Consult Srv
Budget Transfer	102	100	1000	2026	9	01/13/2026	100400	51501	(24,000)	IL Fire Chief Assn Consult Srv
102 Total										-
Budget Transfer	103	100	1000	2026	9	01/13/2026	100210	51301	2,500	Employee Engagement Survey
Budget Transfer	103	100	1000	2026	9	01/13/2026	100210	54110	(2,500)	Employee Engagement Survey
103 Total										-
Budget Transfer	104	100	1000	2026	9	01/15/2026	100200	52001	1,000	Computer Related Supplies
Budget Transfer	104	100	1000	2026	9	01/15/2026	100200	54403	(1,000)	Computer Related Supplies
104 Total										-
Budget Transfer	105	100	1000	2026	9	01/15/2026	100300	54353	100	Towing Expense
Budget Transfer	105	100	1000	2026	9	01/15/2026	100900	31199	(100)	Towing Expense
105 Total										-
Budget Addition	106	100	1000	2026	9	01/19/2026	200521	54311	320	For 2026 JULIE annual services
Budget Addition	106	100	1000	2026	9	01/19/2026	200900	31199	(320)	For 2026 JULIE annual services
106 Total										-

CITY OF ST. CHARLES

January 2026

Budget Revision Listing

JE TYPE	JE #	BUDGET #	COMPANY	FISCAL YEAR	PERIOD	DATE	ACCT-UNIT	ACCOUNT	AMOUNT	DESCRIPTION
Budget Addition	107	100	1000	2026	9	01/20/2026	210541	54311	902	2026 JULIE locating srv alloca
Budget Addition	107	100	1000	2026	9	01/20/2026	210900	31199	(902)	2026 JULIE locating srv alloca
Budget Addition	107	100	1000	2026	9	01/20/2026	100300	54520	137	Business Cards Expense
Budget Addition	107	100	1000	2026	9	01/20/2026	100900	31199	(137)	Business Cards Expense
107 Total										-
Budget Transfer	108	100	1000	2026	9	01/20/2026	801512	52310	2,000	Small Tools and Equipment
Budget Transfer	108	100	1000	2026	9	01/20/2026	801512	52312	(2,000)	Small Tools and Equipment
108 Total										-
Budget Addition	110	100	1000	2026	9	01/21/2026	100510	54457	11,310	Repair Maintenance Parking Garage
Budget Addition	110	100	1000	2026	9	01/21/2026	100900	31199	(11,310)	Repair Maintenance Parking Garage
110 Total										-
Budget Addition	111	100	1000	2026	9	01/26/2026	801512	52402	90,000	Additional Motor vehicle repairs
Budget Addition	111	100	1000	2026	9	01/26/2026	801900	31199	(90,000)	Additional Motor vehicle repairs
111 Total										-
Budget Transfer	112	100	1000	2026	9	01/26/2026	100603	51402	200	Conference Fees
Budget Transfer	112	100	1000	2026	9	01/26/2026	100603	51300	(200)	Conference Fees
112 Total										-
Budget Addition	113	100	1000	2026	9	01/28/2026	200521	51601	8,000	Uniform Safety
Budget Addition	113	100	1000	2026	9	01/28/2026	200900	31199	(8,000)	Uniform Safety
113 Total										-
Budget Addition	114	100	1000	2026	9	01/29/2026	210541	55150	4,350	For WC Claims/IPRF
Budget Addition	114	100	1000	2026	9	01/29/2026	210900	31199	(4,350)	For WC Claims/IPRF
Budget Addition	114	100	1000	2026	9	01/29/2026	220552	55150	12,857	For WC Claims/IPRF
Budget Addition	114	100	1000	2026	9	01/29/2026	220900	31199	(12,857)	For WC Claims/IPRF
114 Total										-
Budget Transfer	115	100	1000	2026	9	01/29/2026	803110	55150	70,885	For WC Claims/IPRF
Budget Transfer	115	100	1000	2026	9	01/29/2026	803110	55152	(70,885)	For WC Claims/IPRF
115 Total										-
Budget Addition	116	100	1000	2026	9	02/02/2026	100401	52903	5,000	Fire Supplies Grant
Budget Addition	116	100	1000	2026	9	02/02/2026	100900	31199	(5,000)	Fire Supplies Grant
116 Total										-
Grand Total										-

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 8b
	Title:	Funding Request from the St Charles Business Alliance in the Amount of \$850,600 for Fiscal Year 2026-2027	
	Presenter:	Jenna Sawicki, St. Charles Business Alliance	
Meeting: Committee of the Whole		Date: February 17, 2026	
Proposed Cost: \$		Budgeted Amount: \$ N/A	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain):			
<p>Attached is a funding request from the St. Charles Business Alliance (SCBA) for fiscal year 2026–2027. This funding will enable the SCBA to continue destination marketing, signature events, tourism promotion, and business support efforts that attract visitors, strengthen local businesses, enhance economic vitality, and generate meaningful tax revenue for the City of St. Charles.</p> <p>The proposed four-year agreement totals \$850,600 in the first year and is funded from two sources: \$282,000 in anticipated SSA 1B revenues and \$580,600 from the City’s General Fund Hotel Tax revenues. The agreement includes annual increases of \$12,000, or roughly 1.5% per year. The requested increase is intended to offset continued rising costs and inflation. This funding is critical for the Business Alliance to maintain current service levels and programming without introducing new or expanded events. A multi-year agreement will allow the SCBA to plan beyond a single fiscal year and enter into multi-year contracts with vendors, providing greater stability and potential cost savings. In recent years, the SCBA has shifted toward smaller, incremental annual budget increases rather than larger increases every few years.</p> <p>In addition, staff is requesting that certain essential operational support services and fees associated with City-contracted events and programming be absorbed by the City. This support would allow Alliance staff to remain focused on program delivery, promotion, and economic impact, rather than administrative overhead, ultimately improving efficiency and return on investment.</p> <p>Fiscal year 2026–2027 represents the eighth year of the SCBA’s existence. The organization was formed through the combination of the former Downtown St. Charles Partnership and the Greater St. Charles Convention and Visitors Bureau, which was completed in the summer of 2019.</p> <p>Representatives of the SCBA will be present at the Committee meeting to highlight activities from the past year and outline upcoming events and initiatives planned for the upcoming fiscal year.</p>			
Attachments (please list):			
Funding Request Memo SCBA 2025-2026 Fiscal Year Budget SCBA PowerPoint Presentation			
Recommendation/Suggested Action (briefly explain):			
Seeking Feedback and Direction Related to a Funding Request from the St Charles Business Alliance in the Amount of \$850,600 for Fiscal Year 2026-2027.			

Date: February 10, 2026

To:

Heather McGuire, City Administrator
Derek Conley, Economic Development Director
Bill Hannah, Director of Finance, City of St. Charles

From:

Jenna Sawicki, Executive Director
St. Charles Business Alliance

On behalf of the St. Charles Business Alliance, I respectfully submit this request for a four-year funding agreement with the City of St. Charles. This proposed agreement is intended to provide financial stability, improve long-term planning, and ensure the continued success of City-contracted tourism, marketing, and economic development initiatives.

As part of this request, the Alliance is seeking a \$12,000 annual increase over the term of the agreement. This modest, incremental adjustment is designed to account for inflationary pressures and rising operational costs while allowing the Alliance to maintain current service levels and programming without introducing new or expanded events.

In addition, we are requesting that certain essential operational support services and fees associated with City-contracted events and programming be absorbed by the City. This support will allow Alliance staff to remain focused on program delivery, promotion, and economic impact rather than administrative overhead, ultimately improving efficiency and return on investment.

Proposed Funding Overview

The projected funding sources over the four-year term are as follows:

- **FY 2026–2027**
SSA-1B: \$282,000
Hotel/Motel Tax: \$568,600
- **FY 2027–2028**
SSA-1B: \$282,000
Hotel/Motel Tax: \$580,600

- **FY 2028–2029**
SSA-1B: \$282,000
Hotel/Motel Tax: \$592,600
- **FY 2029–2030**
SSA-1B: \$282,000
Hotel/Motel Tax: \$604,600

This funding is critical to supporting the Alliance’s ongoing operations and initiatives, all of which are designed to drive tourism, economic growth, and community engagement in St. Charles.

Use of Funds and Organizational Impact

The requested funding will allow the Alliance to continue executing its mission on behalf of the City, including:

- Serving as the City’s Destination Marketing Organization (DMO), ensuring St. Charles remains a competitive and attractive regional destination.
- Producing and enhancing signature events that draw significant visitation, activate public spaces, and support local businesses.
- Implementing targeted hotel and tourism marketing strategies that encourage overnight stays and increase visitor spending.
- Coordinating business development, promotion, and communication efforts that support local merchants, entrepreneurs, and the broader business community.

These resources are essential to sustaining the programs that contribute directly to the economic vitality of St. Charles, support local businesses, and generate meaningful tax revenue for the City.

We appreciate the City’s continued partnership and support of the St. Charles Business Alliance. Please do not hesitate to contact me should you need additional information or wish to discuss this request further.

Respectfully,

Jenna Sawicki
Executive Director
St. Charles Business Alliance



Ordinary Income/Expense

Income

4000.00 · Operations Income

4001 · Hotel

568,600 580,600 592,600 604,600

4002 · SSA-1B Revenues

282,000 282,000 282,000 282,000

4005 · Investor Contributions

4005.40 · Investor Contributions-Other

Total 4005 · Investor Contributions

4500 · Interest Revenues

12,000 12,000 12,000 12,000

Total 4000.00 · Operations Income

862,600 874,600 886,600 898,600

4100.00 · Committee Income

4600 · PPP

4170 · Visitor's Guide

Total 4100.00 · Committee Income

Total Income

862,600 874,600 886,600 898,600

Gross Profit

862,600 874,600 886,600 898,600

Expense

5000 · Operations Expense

5005 · Accounting Services

18,500 19,500 20,000 20,500

5030 · Equipment Leasing & Rental

2,000 2,000 2,000 2,000

Total 5040 · Insurance & Bonding

17,000 18,000 19,000 20,000

5041 · Interest Expense

5043 · Legal and HR

1,000 1,000 1,000 1,000

5050 · Office Supplies

10,000 10,000 10,000 10,000

5053 · Outside Services

5055 · Program Participation Fees

500 600 700 700

5060 · Personnel

5060.10 · Salaries and Payroll Expense

633,880 659,236 685,605 711,519

5060.20 · Employee Benefits

47,500 48,500 50,000 51,000

5060.25 · Payroll Processing Fees

	2026-2027	2027-2028	2028-2029	2029-2030
percentage change				
5060.30 · Payroll Tax Expense	50,000	52,000	53,000	54,000
5060.35 · Temp Worker Expense	8,000	8,500	8,500	8,500
5060.99 · Payroll Allocation - Events	(200,000)	(205,000)	(210,000)	(216,000)
Total 5060 · Personnel	539,380	563,236	587,105	609,019
5075 · Professional Developmt/Travel				
5085 · Software/Technology Fees	16,000	17,000	18,000	19,000
5110 · Annual Meeting Expense				
5115 · Annual Report				
5120 · Bank Service Charges	300	300	300	300
5124 · Depreciation Expense	500	500	500	500
5125.00 · Dues, Memberships	250	250	250	250
5165 · Postage	240	240	240	240
5180 · Repairs & Maintenance	100	100	100	100
Total 5000 · Operations Expense	605,770	632,726	659,195	683,609
6000 · Committee Expenses				
6010 · Business Development/Education				
6010.10 · Trade shows	14,000	15,000	16,000	16,000
6010.20 · Marketing Materials	11,000	11,000	11,000	11,000
6010.30 · Signage/Awning Program	5,000	5,000	5,000	5,000
6010.35 · Professional Development	8,000	8,000	8,000	8,000
6010.40 · Workshops & Training (Bus. Exc)	2,000	2,000	2,000	2,000
Total 6010 · Business Development/Education	40,000	41,000	42,000	42,000
6020 · Marketing & Promotion				
6020.10 · Advertising	60,000	54,000	54,000	54,000
6020.30 · Branding				
6020.50 · Kiosks	3,000	3,000	3,000	3,000
6020.60 · Photography	2,500	2,500	2,500	2,500
6020.53 · Marketing video influnecer				
6020.90 · Visitors Guide/ Resturant guide	20,000	20,000	20,000	20,000
Total 6020 · Marketing & Promotion	85,500	79,500	79,500	79,500

	2026-2027	2027-2028	2028-2029	2029-2030
perrectangle chang				
6030 · Organization				
6030.10 · Stakeholders Engagement	2,000	2,000	2,000	2,000
6030.20 · Volunteer Appreciation	4,500	4,500	4,500	4,500
Total 6030 · Organization	6,500	6,500	6,500	6,500
Total 6000 · Committee Expenses	132,000	127,000	128,000	128,000
Total Expense	737,770	759,726	787,195	811,609
Net Ordinary Income	124,830	114,874	99,405	86,991
Other Income/Expense				
Other Income				
7000 · Event Income				
7010 · Booth Fees	69,000	69,500	70,000	70,500
7020 · Parade Entry Fees	21,000	22,000	22,000	22,500
7030 · Event Sponsorship	206,500	208,500	211,500	215,500
7050 · Political Entry fee	550	550	550	550
7051 · Ravenswood Sponsorship				
7060 · Funwind Wednesday				
7070 · Fun beer event				
7080 · Merchant				
Total 7000 · Event Income	297,050	300,550	304,050	309,050
Total Other Income	297,050	300,550	304,050	309,050
Other Expense				
7500 · Event Expenses				
7505 · Advertising	36,000	36,000	36,000	36,000
7510 · Artist's Awards	9,500	9,500	9,500	10,000
7515 · Artist's Lunches	5,000	5,000	5,000	5,000
7520 · Banners	8,000	8,500	8,500	8,500
7529 · Festival Fees				
7530 · Funwind Wednesday				
7535 · Judges	700	700	700	700
7540 · Logistics	2,000	2,000	2,000	2,000

	2026-2027	2027-2028	2028-2029	2029-2030
perrectangle chang				
7545 · Marketing				
7550 · Miscellaneous	7,000	7,000	7,000	7,000
7555 · Music/Entertainment	28,000	29,000	29,000	29,000
7560 · Outside Services	35,500	36,500	37,500	38500
7565 · Parade Paid Elements	29,000	29,000	29,000	29,000
7570 · Purchase Award Program				
7573 · Payroll Allocation	200,000	205,000	210,000	216,000
7574 · Ravenswood Management Fees				
7575 · Repairs & Maintenance				
7580 · Security	6,000	6,000	6,000	6,000
7582 · 1 Beer event				
7585 · Tents	21,000	21,000	22,000	22,000
7595 · Volunteer Expenses	2,000	2,000	2,000	2,000
7600 · Video/Photography	3,500	3,500	3,500	3500
8100 Capital enhancement plan				
Total 7500 · Event Expenses	<u>393,200</u>	<u>400,700</u>	<u>407,700</u>	<u>415,200</u>
Total Other Expense	<u>393,200</u>	<u>400,700</u>	<u>407,700</u>	<u>415,200</u>
Net Other Income	<u>(96,150)</u>	<u>(100,150)</u>	<u>(103,650)</u>	<u>(106,150)</u>
Net Income	<u>28,680</u>	<u>14,724</u>	<u>(4,245)</u>	<u>(19,159)</u>

How the St. Charles Business Alliance Hit Goals and Metrics

Fiscal Year 2025–2026

General Brand Development and Growth

- **Sustained & Enhanced Signature Events:** The Alliance continued to strengthen key events including Scarecrow Weekend, Fine Art Show, STC Live!, and Jazz Weekend—collectively driving more than 190,000+ visitors annually and reinforcing St. Charles as a premier destination.
- **Positive Media Coverage:** Alliance-led events and initiatives received consistent local and regional media coverage, increasing visibility and elevating St. Charles' reputation as a vibrant, community-focused destination.
- **Consistent Brand Messaging:** Through a unified branding and marketing strategy, the Alliance maintained consistent tone, visuals, and messaging across platforms, strengthening brand recognition among residents, visitors, and regional audiences.

Sponsorships

- **Sustained Sponsorship Growth:** Event sponsorships remained strong across FY 2025–2026, reflecting continued business confidence in Alliance programming and audience reach.
- **Flexible & Inclusive Sponsorship Packages:** Tiered and customizable sponsorship opportunities allowed businesses of all sizes to engage meaningfully while supporting community events and initiatives.

Marketing

- **Expanded Digital Reach:** The Alliance continued to grow its social media presence through consistent, high-quality content that promotes events, local businesses, and the St. Charles brand.
 - Distributed 30+ press releases
 - Reached 4,657,268 people organically on social media
 - Published 1,182 targeted posts
 - Achieved 15,800+ downloads of the Travel St. Charles App
- **Strong Engagement Metrics:** Social media impressions, shares, and interactions remained strong year-over-year.
 - 38,000+ followers across social media platforms
- **Consistent Visual Identity:** All programming and promotions adhered to cohesive branding, reinforcing St. Charles as a destination for dining, shopping, work, and leisure.
- **Data-Driven Targeting:** Using tools such as Placer.ai, the Alliance continued to refine marketing efforts to reach key visitor demographics aligned with tourism and economic development goals.
- **Increased Event Page Traffic:** Event landing pages continued to see steady traffic, reflecting strong public interest and effective promotion.
- **Newsletter Growth:** Regular e-newsletters and event updates supported continued growth in subscribers and repeat engagement.

- Improved Conversion Rates: Landing page optimization led to higher conversion rates, increasing registrations, attendance, and participation.
- Higher Content Sharing: Event announcements and community content were shared more frequently, expanding organic reach.

Feedback from Businesses

- Business Outreach & Retention: Alliance staff met with local businesses 169 times throughout the fiscal year to gather feedback, strengthen relationships, and provide support.
- Increased Business Participation: More businesses actively participated in events, promotions, and specials, strengthening overall economic impact.
- Post-Event Surveys: Ongoing business surveys following events ensured continuous improvement and data-informed decision-making.

Tax Revenue Growth

- Economic Impact of Events: Alliance programming continued to drive visitor spending, contributing to sales tax, hotel/motel tax, food and beverage, and retail revenue.
- Visitor Spend Focus: Attracting regional and out-of-town visitors remained a key strategy to support sustainable tax revenue growth for the City.
- Businesses continue to give feedback that our event days are their busiest days

Volunteer Engagement

- Expanded Volunteer Base: The Alliance continued recruiting and training volunteers across events, committees, and initiatives.
- Volunteer Impact Tracking: Volunteers contributed 2,300+ hours of service during FY 2025–2026.
- Retention & Appreciation: Ongoing engagement and recognition efforts supported strong volunteer retention.

Hotel Engagement

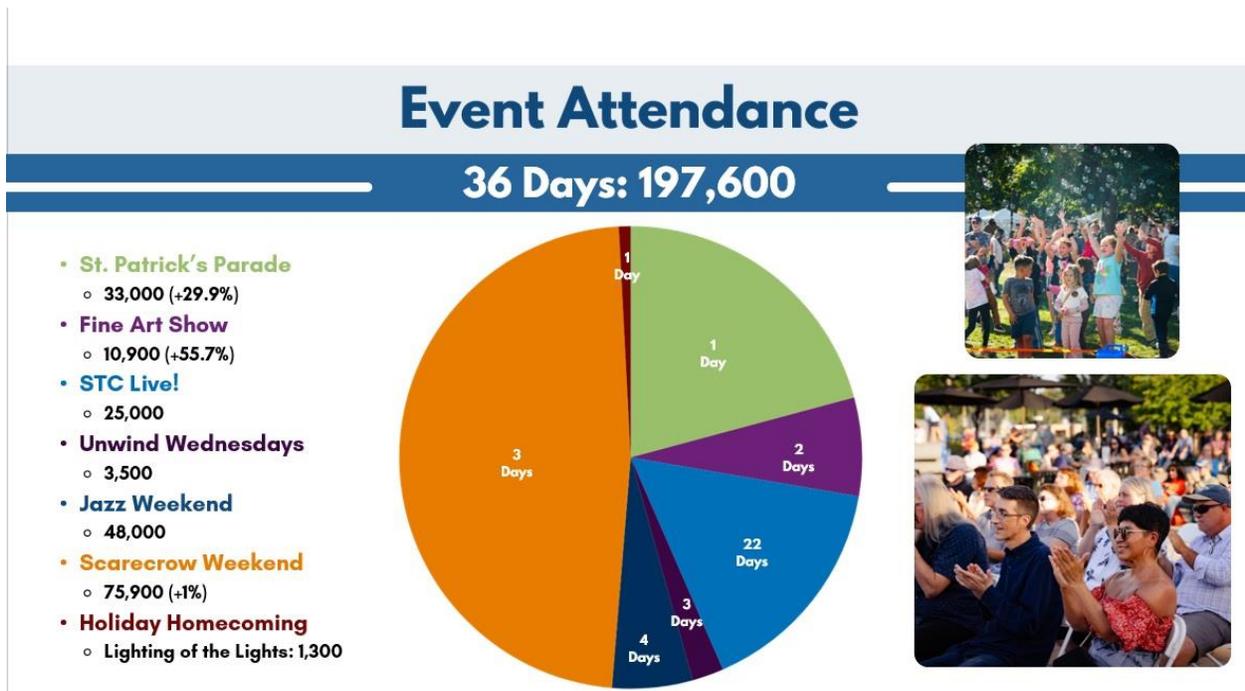
- Strengthened Hotel Partnerships: Regular communication and meetings with local hotels ensured alignment on event schedules, promotions, and visitor experience.
- Co-Promotions with Hotels: Collaborative efforts encouraged hotel guests to explore St. Charles businesses and attractions.
- Tracking Group Visitor Spend: Increased collaboration with hotels supported improved tracking of group-related economic impact.

Sales Success

- Destination Awareness: Strategic marketing and partnerships continued to position St. Charles as a competitive and attractive destination.
- Conference Attendance: Alliance staff attended travel and sales conferences to generate leads and strengthen industry relationships.

- Increased Sales Activity: Growth in outbound sales calls, follow-ups, and relationship-building efforts.
- Group Lead Growth: Continued increase in qualified group leads.
- Repeat Business & Renewals: Strong relationships with past clients led to increased return bookings.
- Hotel Collaboration: Coordinated efforts ensured visitors and groups were directed to St. Charles businesses rather than competing communities.

Event Attendance





ST. CHARLES
BUSINESS ALLIANCE



Mission

To drive economic growth to make the St. Charles community a destination where people, businesses, and tourism thrive.



Meet the Team



Jenna Sawicki
Director



Laura Purdy
Sr. Manager of Tourism & Sales



Susan Stark
Events Manager



Jessica Hudec
Sr. Marketing Manager



Rachael Garland
Digital Marketing Strategy Manager



Nate Wendt
Business Dev. & Tourism Specialist



Nick Lowe
Marketing Content Coordinator



Morgan Nosalik
Events & Finance Admin



Board of Directors

Kimberly Mercado

Chris Woelffer

Holly Cabel

Joe Klein

John Hughes

Amber Grove

Steve Martin

Rowena Salas

Heather McGuire

Nick Smith

Drew Kotche

Atlee Smith

Ryan Bongard

Brian McNally

Sam Barakat

Doug Denz

Karri Custardo

Committee Organizations

Alliance Committees

- Board of Directors
- Marketing and Promotions
- Business Development and Sales

Event Committees

- Fine Art Show
- Parade
 - Holiday Homecoming & St. Patrick's
- Scarecrow Weekend
 - Volunteer



Marketing & Promotions

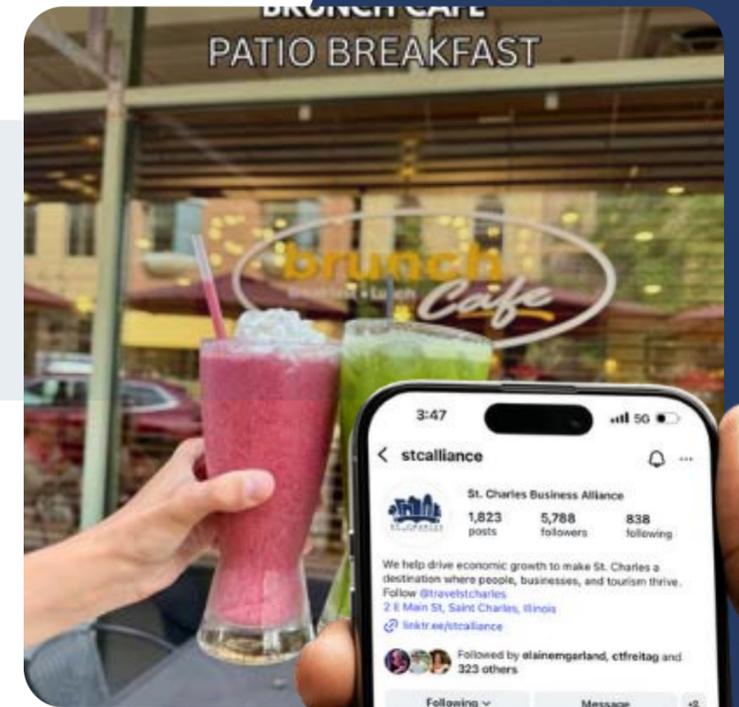
Social Media

- Reached 4,736,380 people organically this fiscal year
- Increased our average reach per post to 2,215
 - +57.5% increase
- 1,180+ posts with our target audience in mind

Tourism Initiatives

- Hosted influencers
 - @renees.next.adventure
 - @goingandexploring
 - @coriinthe city

39K
Followers



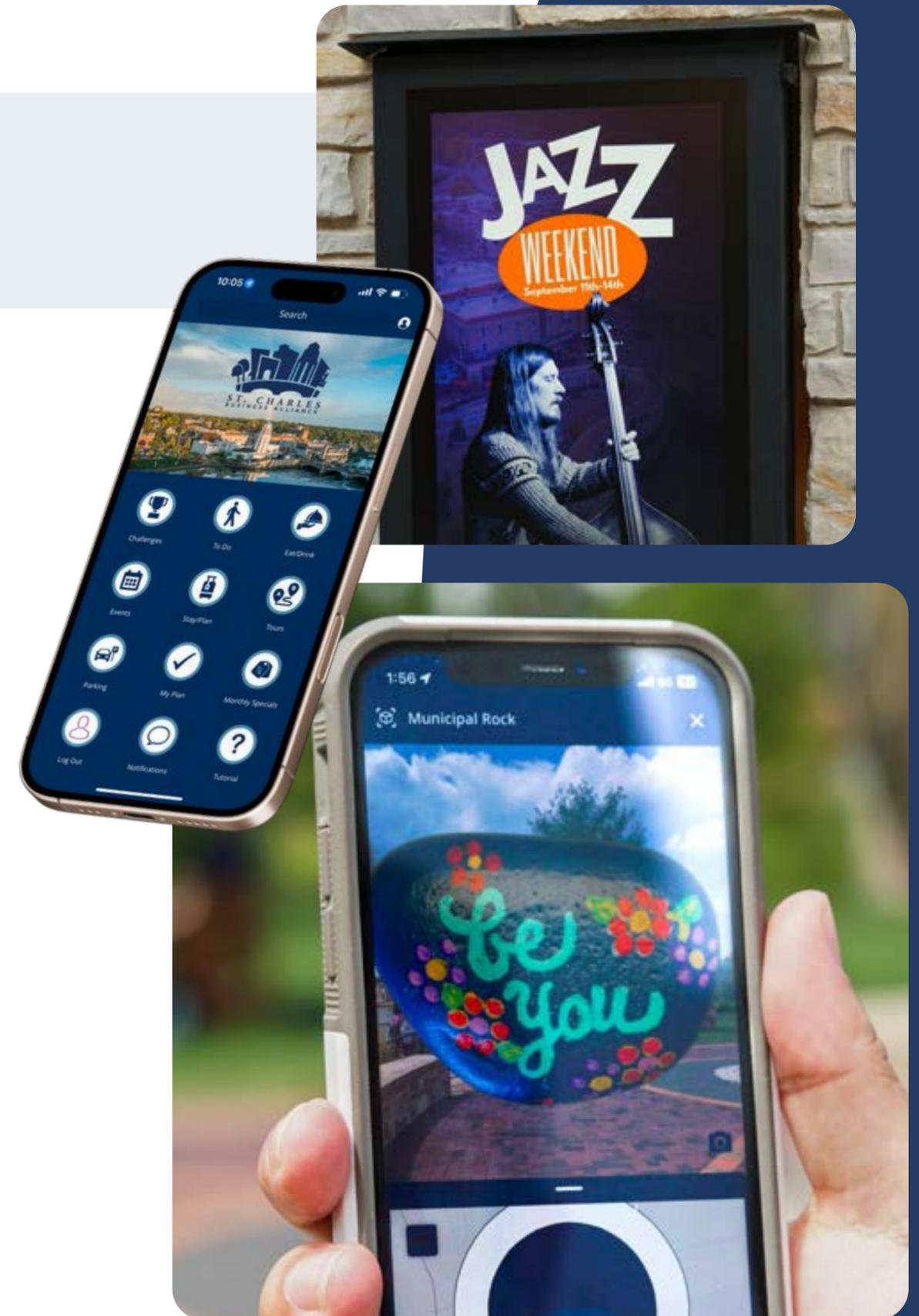
Marketing & Promotions

Travel St. Charles App/Widget

- Over 15,800 downloads
- 1,750+ check-ins
- 1,800+ events listed
- New Additions: Retail Route Challenge, Monthly Sales & Specials, Relunched Brew Tour
 - Added Brother Chimp Brewing to challenge

Digital Kiosks

- Since May, they've had 19,053 event counts
 - Popular items: Things to Do, Food & Drink, & Events



Marketing & Promotions

Blog

- 20 blogs posts
 - Reached 252 people on average
 - 36% increase in reads

Podcast

- 10,322 listens
- Reached 110,00+ people on social media
- Saw an overall 21% increase

Newsletter

- Relunched with new design: Travel St. Charles
- 28,533 newsletter reads - 1,678 average
- Open rate of 42.1%
 - 2% increase
- 361 new subscribers



Oct 29, 2025

Indoor Fun for Kids in St. Charles, IL

When the weather isn't cooperating, keeping the kids entertained can feel like quite the uphill battle. However, in St. Charles, there's no need to stress! From indoor recreation spaces to creative endeavors, we've rounded up some ways you can keep your children active and happy all throughout those rainy days and chilly months.

Stay Active



Photo 1: Urban Air Adventure Park. Photo 2: Sportsplex (Courtesy of the St. Charles Park District)

[Fieldhouse by the Fox](#) - Self-serve sports court rental facility - featuring a full basketball court, two pickleball courts, and a comfortable lobby. Plus, this flexible space can accommodate a wide variety of different activities.

[Sportsplex](#) - St. Charles Park District facility with a turf field available for rental, popular for birthday parties, too. Visitors can also call-ahead for drop-in times - perfect for families.



Marketing & Promotions

Destination Guide

- New 48-page Destination Guide
 - 3,000 copies printed
 - Features 100+ local businesses

Direct Mailer

- Sent 3,000 mailers
- Included a “Save the Event Dates” magnet
 - Additional 1,000 magnets for distribution

Meetings & Event Brochure

- Updated into a 4-panel brochure
 - Dedicated sections for weddings and special events



Marketing & Promotions

Website: stcalliance.org

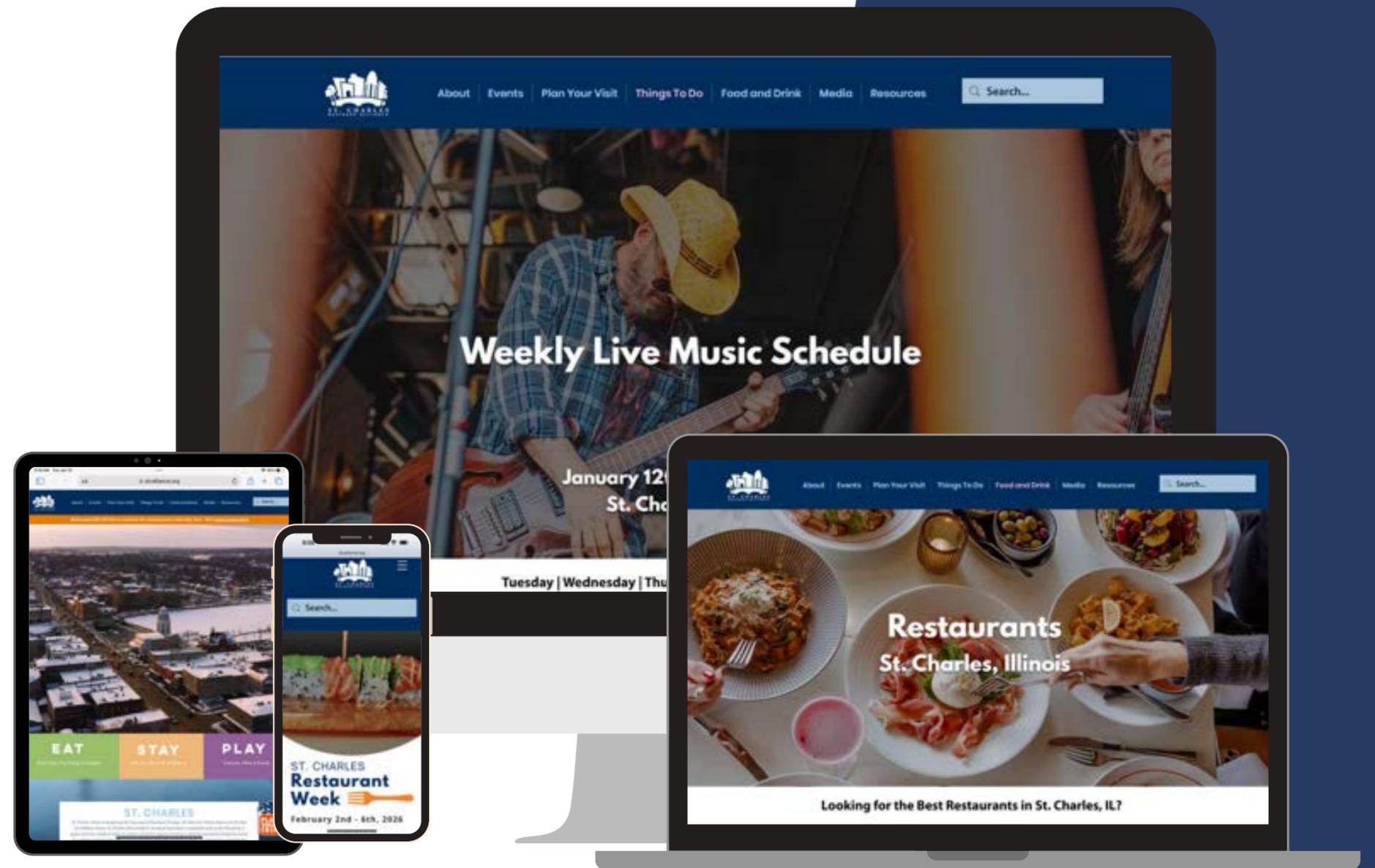
- 77,420 site sessions
- 87% new users

Top 3 most visited pages:

- Live Music
- Restaurants
- Restaurant Week

Top 3 Traffic Sources:

- Google
- Direct Search
- Facebook



Marketing & Promotions

Digital Ads

- Google
 - Tourism Campaign (May–July):
 - 9,030 impressions and 1,377 clicks
 - Event Campaigns
 - 242,819 impressions
 - 19,498 clicks

Print Ads

- Illinois Brewing – Full Page Ad
- Distributed to 350+ locations
- Midwest Meetings 2025 Guide Book – Full Page Ad
 - Distributed to 27,000+ meeting and event planners
- Enjoy Illinois – One–Sixth Page Ad
 - 700,000 distributed and feature on enjoyillinois.com
- 2025 Chicago/Milwaukee Visitor Map – Half Panel Ad



Marketing & Promotions

Marketing Campaigns

- Spring Shop Crawl
 - 19 shops offered exclusive discounts, promotions, and activities
 - 1,702 website sessions
 - 170,233 organic social media impressions
- 4th Annual STC Six Collaboration
 - Donated to Support Over Stigma
 - 33,149 organic social media impressions
- Be You Rock Hunt
 - 31,653 organic social media impressions
- Holiday Gift Guide
 - Featuring 45 local businesses
 - 23% increase in unique visitors to the website
 - 4,003 organic social media impressions



Marketing & Promotions

Goals

- Enhance the Travel St. Charles App
 - Implement augmented reality
 - Relaunch Historic Walking Tour with the feature
- Support Bike/Walkability Initiatives
 - Promote accessibility, outdoor recreation, and a visitor-friendly destination
- Integrate Fox Haven Square into marketing efforts
- Gather new content throughout the year to keep marketing materials fresh, relevant, and engaging.
 - Conduct four seasonal photoshoots to showcase St. Charles year-round across



Business Development & Sales

Local Initiatives

- Confirmed over 200 restaurant and hotel reservations
- Hosted 2 Hotel Roundtable meetings with local hoteliers
- Hosted 2 Broker Mixers
- Connected with sales meeting planners
- Focused on growing wedding industry
- Made in St Charles Program
 - 2025 Awards: Dickey Manufacturing, R.W. Rogers Company, The Bike Rack
- Partnered with 100 VIA members
- Hosted a Downtown Business Mixer at Alter
- Met with Aquascape and provided 600 Dining Guides



Business Development & Sales

Local Initiatives

- Collaborated with 17 local events (30% increase):

- St. Charles Indoor Triathlon
- Chicago Winter Bike Swap
- Afterimage Film Festival
- Great Western Half Marathon
- Chicago Gems & Minerals Show
- Mid-American Kayak & Canoe Race
- Everybody Rides
- Freedom 4 Run
- Windy City Warbirds & Classics
- Summer Sunset Youth Races & 5k
- Amazing Race: Stomach the Challenge
- Chicagoland Tour De Cure
- STC Arts Council - Plein Air
- Blues and Brews on the Fox
- Fox Valley Marathon
- Chicago CF Cycle for Life
- Hops for Hope 5k & Brewfest



Business Development & Sales

2025 National Hospitality Industry Shows

- Travel & Adventure Show, Rosemont, IL
 - Over 40,000 attendees
 - Showcased brewery scene with Pollyanna Brewing
- Illinois Wedding and Bridal Expo
 - Attended Spring & Fall Shows
 - Showcased hotels and wedding venues
 - Promoted local businesses
- Venue Series, Chicago Edition
 - Attended with Q Center
 - Promoted venues



Business Development & Sales

Goals

- Attend 3 trade shows
- Participate in 2 wedding and bridal expos
- Hold 12 meetings with Q Center to stay informed on groups
- Round 5 of the Made in St. Charles program
- Continue to strengthen Hotel relationships
 - Host Hotel Fam Tour, Hold Hotel Round Table meetings, partner with our Hotels during events
- Host 10 engagement meetings with local commercial brokers
- Distribute 4-6 communications to the event planners
- Conduct 3 weekly retention visits with stakeholders



City of St. Charles Economic Development Support

- Assisted with updating 2 Occupancy Reports:
 - Downtown St. Charles
 - St. Charles Industrial
- Conducted 20 retention visits
- Compiled information for a Senior Housing Report
- Assisted with various Development Report Inquiries
- Created:
 - Bike concrete stickers
 - Parking Garage maps/signage
 - Blogs/articles for Economic Development website





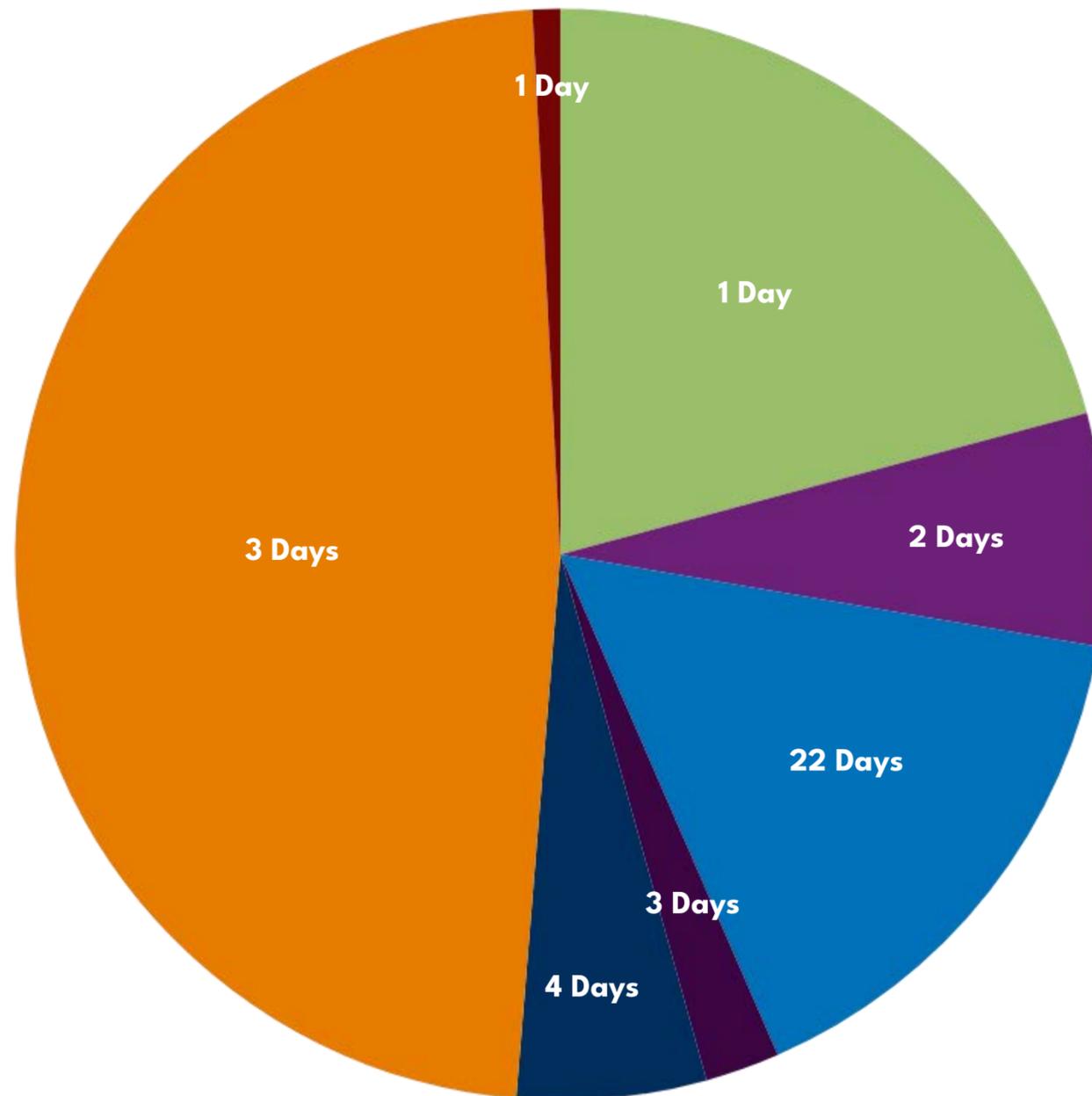
Events

- Fine Art Show
- STC Live!/Unwind Wednesday
- Jazz Weekend
- Scarecrow Weekend
- Holiday Homecoming
- Restaurant Week
- Still to come:
 - St. Patrick's Parade, March 14th

Event Attendance

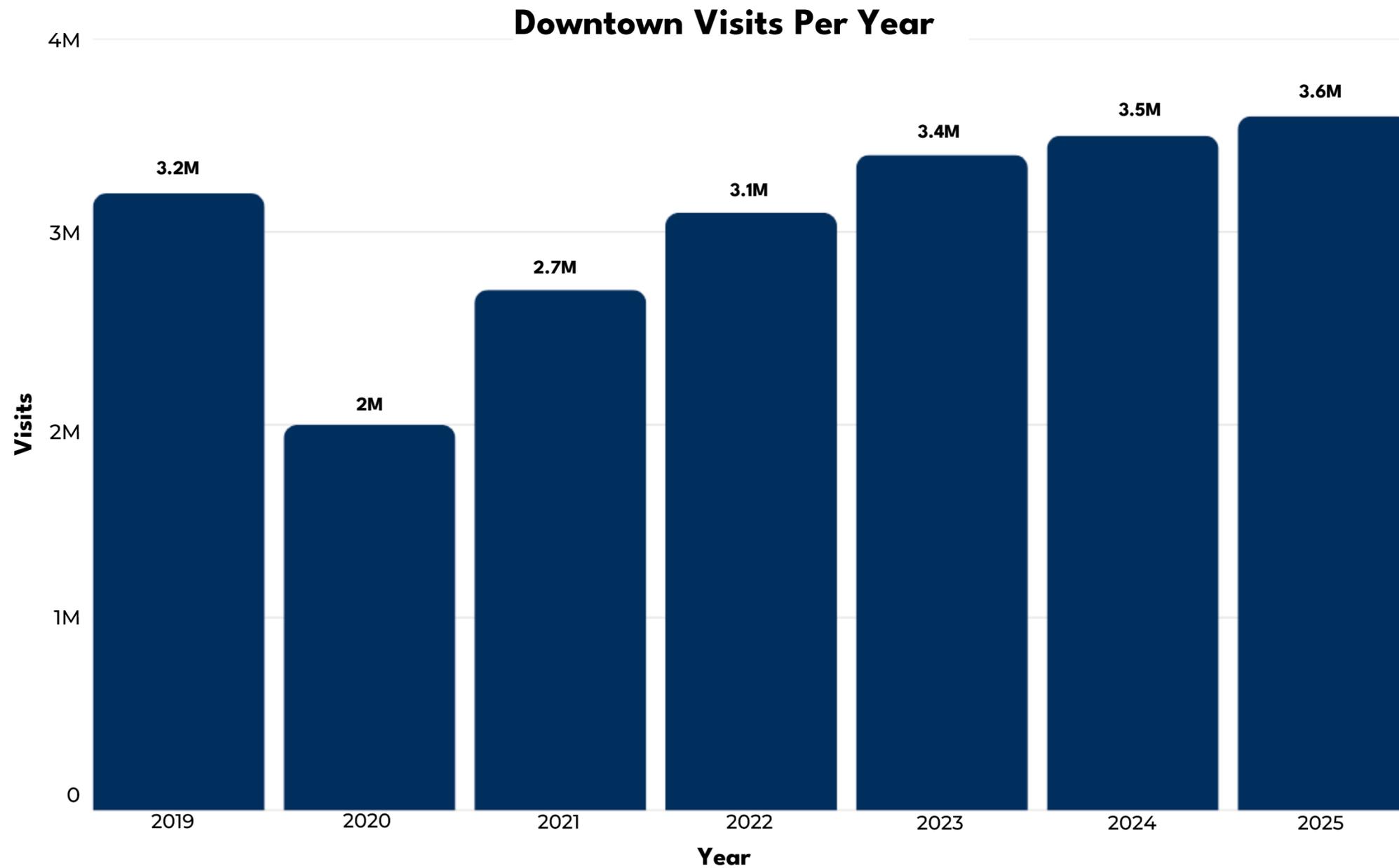
36 Days: 197,600 Visitors

- **St. Patrick's Parade**
 - 33,000 (+29.9%)
- **Fine Art Show**
 - 10,900 (+55.7%)
- **STC Live!**
 - 25,000
- **Unwind Wednesdays**
 - 3,500
- **Jazz Weekend**
 - 48,000
- **Scarecrow Weekend**
 - 75,900 (+1%)
- **Holiday Homecoming**
 - Lighting of the Lights: 1,300

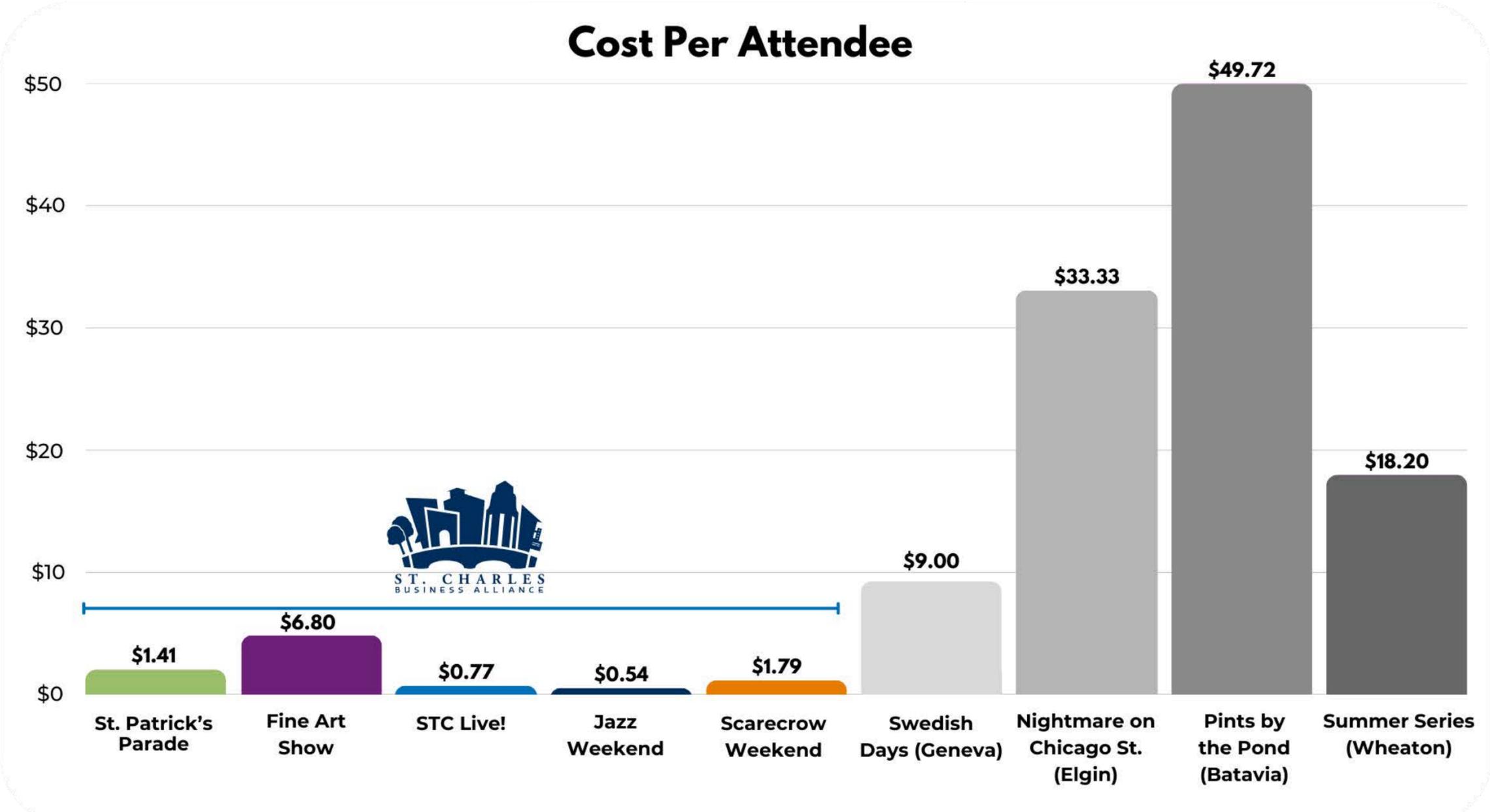


Downtown St. Charles Visitation

2025: 3.9 Million



Event Expenses & Attendees



Fine Art Show

- **10,900+ Attendees**
- **120+ Artists**
- **60+ Volunteers**
- **100+ Patron Program Participants**
 - **\$79,500+ Patron Program Sales**
- **Art and Music in the Plaza**
- **Goals Achieved:**
 - **Increased Sponsorship by 10%**
 - **Added more artists**



Fine Art Show Goals

- **In 2026:**
 - **Enhance flow of traffic**
 - **Increase artist number**
 - **Bring in more local business collaboration**
 - **Enhance footprint to include more businesses**



STC Live!/Unwind Wednesday

- **STC Live!**
 - **39 total performances at 12 venues**
 - **Over 25,000 people to the plaza**
 - **Reached 111,000+ people through digital marketing efforts**
- **Unwind Wednesday:**
 - **3 total performances**
 - **3,500 Attendees**
 - **Average attendance that was 40% higher than non-event Wednesdays**
 - **76,290+ social media impressions**



STC Live! Goals

- **In 2026:**
 - **Continue to collaborate with local businesses**
 - **Expand footprint and event participation**
 - **Continue to attract high quality performances that attract people to venues**
 - **Keep sponsorship relationships**



Jazz Weekend

- **48,000 downtown visitors during Jazz Weekend**
- **51 total performances at 21 different St. Charles Venues**
- **21% increase in performances**
- **Achieved goal**
- **Reached 138,000+ people through digital ads**
- **Collaborated with WDCB**



Jazz Weekend Goals

- **In 2026:**
 - **10% increase in venues**
 - **55 performances**
 - **New business participation**
 - **Promote event at all hotels with marketing materials**



Scarecrow Weekend

- 120+ community made scarecrows
- 40+ specials, promotions, and food options from local businesses
- Partnered with local community groups and restaurants for food options
- 75,900 attendees – increased from the previous year
- 345 Downloads of the Travel St. Charles App during the event
- Increased Sponsorship by over 20%



Scarecrow Weekend Goals

- **In 2026:**
 - **Increase sponsorship by 10%**
 - **Year over Year**
 - **Maintain the number of Scarecrow Contest entries**
 - **Continue to highlight 1st Street in the flow of the event**
 - **Partner with more community groups and businesses**
 - **Make event more bike friendly**



Holiday Homecoming

- **Lighting of the Lights had 1,300+ attendees**
- **New Santa Cottage**
- **Full house at the Holiday Movie at Arcada Theatre**
- **100's of Santa visits on the Plaza**
- **Reached 1,958,000 people on social media and had 78,000 engagements.**
 - **Our reach was 244% higher than 2024**



Holiday Homecoming Goals

- **In 2026:**
 - **Continue to promote holiday sales and specials from local businesses**
 - **Update the Santa experience**
 - **Collaborate weekend getaways with hotels**
 - **Find new sponsorship opportunities**



Restaurant Week

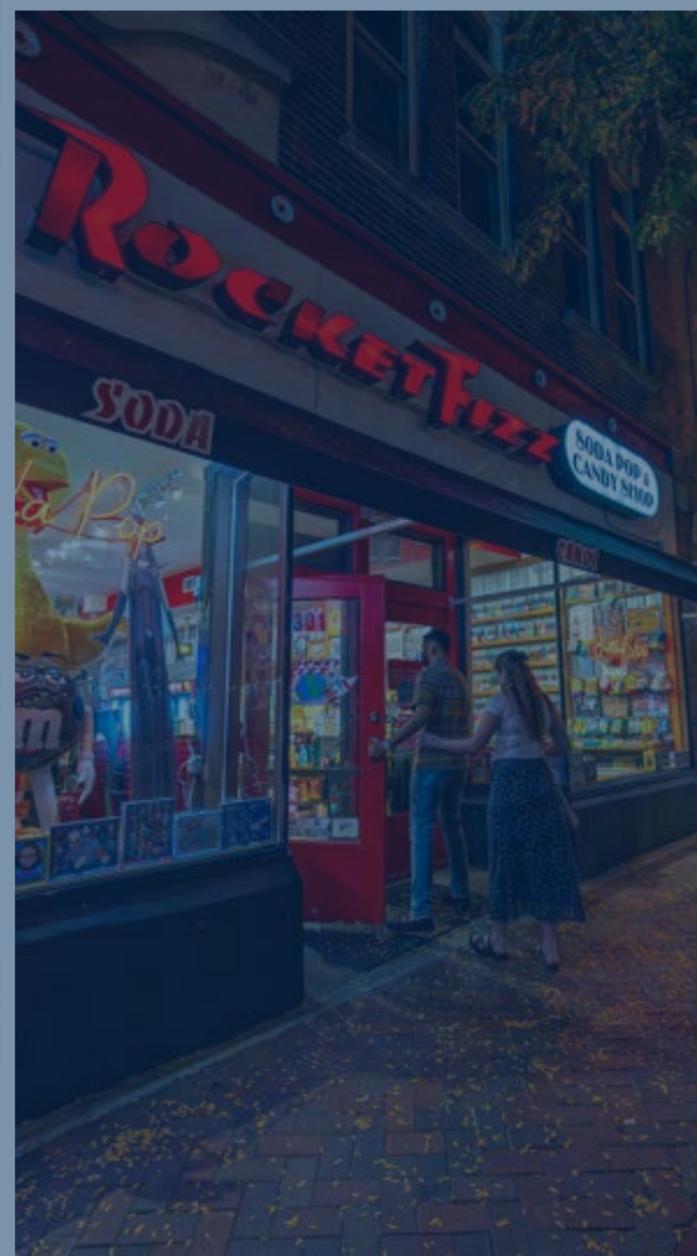
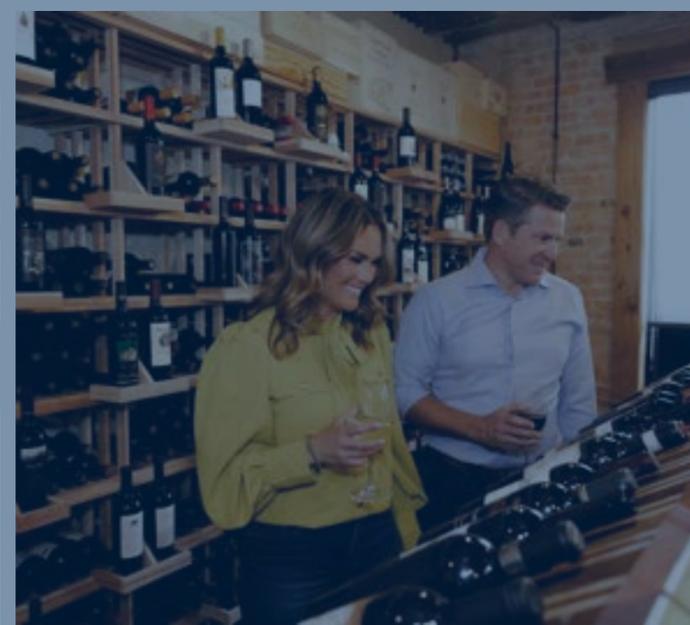
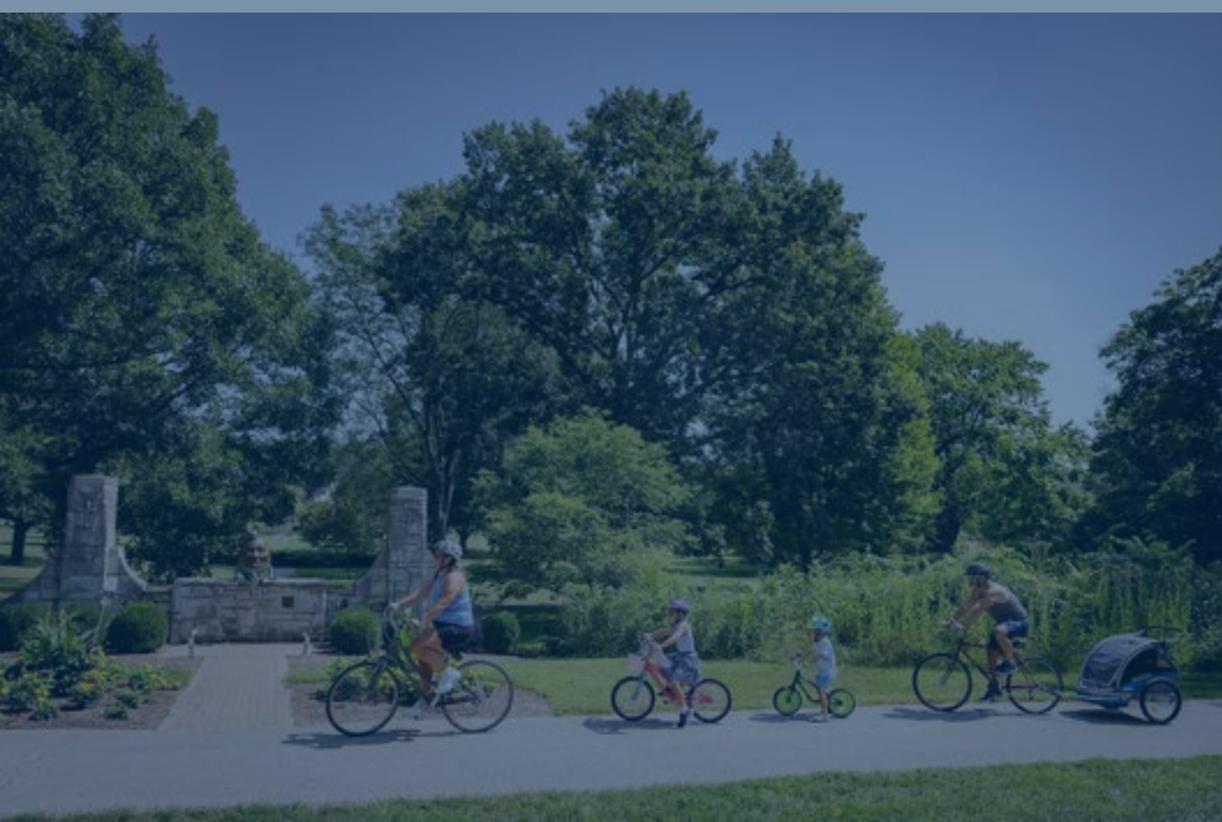
- **February 2nd-6th, 2026**
- **40+ restaurants participated**
- **20% off your entire bill of \$35 or more**
 - **Excluding alcohol, gratuity, and tax**
- **\$50 gift card giveaway**
 - **App users could check-in to the participating restaurants on the Travel St. Charles App**
 - **3 winners chosen**



St. Patrick's Parade

- **March 14th, 2026**
- **Opening Ceremony**
- **Lucky Scavenger Hunt**
 - **Giveaway – featuring local businesses**
- **Photo Opps on 1st Street & Riverside**
- **Local business promotions**
- **Parade kicks-off at 2pm**



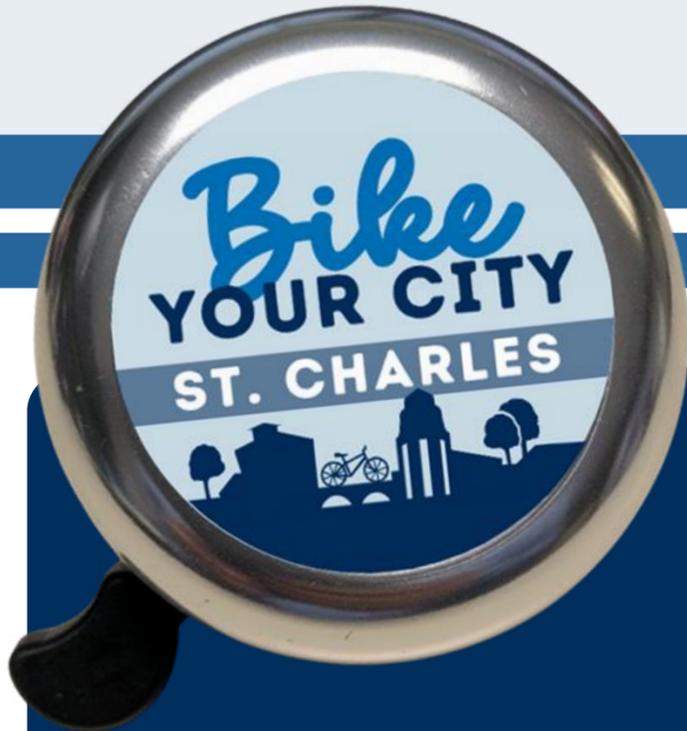


Unwind Wednesday

- June – August
- Every 2nd and 4th Wednesday in the Summer
- 6 times this summer
 - 50% increase, doubled from 2025



Bike/Walkability



- Physical Bike Map
- Bike/Race Rack Card
- Collaborate with City of St. Charles, Public Works, St. Charles Park District, D303, Police Dept., St. Charles Public Library, and local retailers
- Bike Rack Identification Signage
- Push Bike-Friendly Business certifications
- Bike Education Integration and Promotion





Thank you for your support!



We made \$26,673.79 between 1,387 sales in 2025 over last year's \$24,260.89 between 1,278 sales. We beat last year by \$2,412.90, meaning we have beat the previous year again for the fifth year in a row! – Rocket Fizz

Thank you for the overwhelming support during Scarecrow Weekend — it was incredible seeing so many familiar faces (and new ones too)! If we were a little too busy to say it personally, please know how grateful we are. Huge thanks to our amazing COROCO team for hustling through one of the busiest weekends of the year, and to the St. Charles Business Alliance and all the event sponsors for making it such a special community celebration. – COROCO Coffee

**Sales were fantastic at Kimmer's over Memorial Day weekend. Weather was great and the foot traffic from the art show was great!
- Kimmer's Ice Cream**

St. Charles Business Alliance, thank you for organizing another fun event - cheers to the next 40 years! - Resident



Everyone seemed very impressed with the activities and atmosphere here in the city. We are always so happy for the extra exposure to new visitors. Thank you for all that the team does to help support small business. – Boutique Baby

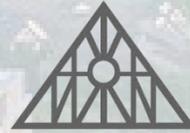
Massive day for us on Saturday. From 12-5p was probably the busiest we've ever been. - Pollyanna

I just want to reiterate what a great event this was. The way it was structured across settings indoors and out gave me and my family (including 2 out of towners, a 5 year old, a 2 year old, my husband, and myself) the chance to ALL really enjoy the music and the event. Thanks again! - Visitor

**This is by far the best city promoted event for us...It seems to get better every year! We offer Jazz for three nights (Thur/Fri and Sat) and those three nights combined are the highest grossing three-night sales for food and wine for us all year! This event is so much fun for our customers and their guests! And we look forward to it as well.
- The Wine Exchange**

Amazing team! Thank you

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 8c
	Title:	Funding Request from the St. Charles History Museum in the Amount of \$72,000 in the FY 2026-2027 City Budget	
	Presenter:	Bill Hannah, Director of Finance Alexander Cullum - St Charles History Museum Executive Director	
Meeting: Committee of the Whole		Date: February 17, 2026	
Proposed Cost: \$ 72,000		Budgeted Amount: \$ N/A	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain):			
<p>Representatives of the History Museum will summarize activities over the past year and results of operations, and outline relevant activities planned for its upcoming year. Consistent with prior years, this presentation is being done prior to the finalization of next year’s budget.</p> <p>City funding for the History Museum has increased gradually from \$44,000 in fiscal 2020 to \$60,000 in fiscal 2025-26.</p> <p>The History Museum’s funding request from the City for FY 2026-2027 is \$72,000, an increase of \$12,000 over last year’s funding of \$60,000. Staff is seeking direction on the total amount of funding that should be included for the History Museum for next year so staff can move forward with completing the Draft Budget.</p>			
Attachments (please list):			
History Museum Funding presentation			
Recommendation/Suggested Action (briefly explain):			
Seeking direction on the amount of funding that should be allocated for the St. Charles History Museum for the FY 2026-2027 city budget.			



St. CHARLES
HISTORY MUSEUM

COLLECT • PRESERVE • PRESENT

CITY PRESENTATION 2026

Presented by
Alex Cullum, *Executive Director*
Brian McNally, *Board President*

OUR BOARD OF DIRECTORS AND OFFICERS

2026 Officers

Brian McNally, *President*

Gretchen Weber, *Vice President*

Tom Anderson, *Treasurer*

Diane Conn, *Secretary*

2026 Board Liasons

Bryan Wirball, *City Liaison*

Peggy McCarthy, *Park District Liaison*

Emma Rothenfluh, *Library Liaison*

2026 Board Members

Joyce Cregier Nick Smith

Jim Gaffney Kathy Brens, *Honorary Member*

Steve Leffler Brian Henry, *Honorary Member*

Pat Pretz Bob Matson, *Honorary Member*

Darlene Riebe

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Darlene Riebe

An aerial photograph of a town, likely St. Charles, Missouri, showing a river, a bridge, and various buildings and parking lots. The image is used as a background for the text.

OUR MISSION

The mission of the St. Charles History Museum is to inspire curiosity about the past and its impact on the present by collecting, preserving, and presenting our unique local heritage.

OUR VALUES

- 1 Heritage.** The Museum is committed to preserving collections that contribute to the St. Charles story, as well as documenting the historic architecture and character of St. Charles.
- 2 Community.** The Museum is committed to serving the community of St. Charles, its residents, and visitors by providing diverse historical perspectives.
- 3 Stewardship.** The Museum is committed to excellence in museum policies and practices that will conserve its collections for generations and its financial resources to ensure sustainability.
- 4 Education.** The Museum is committed to engaging residents and visitors in our collective past through exciting and interactive exhibits, events, and programs.
- 5 Inclusivity.** The Museum embraces inclusivity by honoring diverse narratives, fostering understanding, and celebrating the richness of all cultures.
- 6 Research.** The Museum is committed to providing resources for local historical research.

OUR COMMITTEES

2025 - 2026

Fundraising Events Committee

Monica Corbett, *Chair*
Kathy Brens
Joyce Cregier
Steve Gibson
Lisa Hull
Brian Henry
Darlene Riebe
Madison Watwood
Jon Woods

Education Committee

Tom Anderson, *Chair*
Joyce Cregier
Diana Brown
Shirley Remes

Collections Committee

Pat Pretz, *Chair*
Diane Conn
Adam Gibbons
Eric Krupa
Jane Laswell
Gretchen Weber

Finance Committee

Mary Lynn Swanson, *Chair*
Tom Anderson
Rich Felbinger
Jim Gaffney
Steve Leffler

Membership Committee

Alex Cullum, *Chair*
Tom Anderson
Jim Gaffney
Steve Leffler
Nick Smith
Mary Lynn Swanson

THANK YOU!

OUR VOLUNTEERS AND INTERNS

Sue Kessler

Laura Laudadio

Bill Stepien

Adrian Susic

Lauren Scott

Steve Riebe

Sue Villanova

Grace Wallace

Nate Weber

THANK YOU!

MUSEUM ACCOMPLISHMENTS IN 2025

- **Launched a brand new, family-oriented event titled “Summer Flashback”** hosted at the Baker Community Center. Continuing with the 1950s theme for 2025 events, our inaugural Summer Flashback was a sock hop complete with themed food, music, and raffle prizes
- Partnered with Onesti Entertainment for **History Rocks**, featuring a full dinner with cash bar at the Rock ‘N Ravioli restaurant featuring live entertainment Rick “Elvis” Saucedo
- Celebrated our 5th annual Gala “An Elegant Salute to the 1950s” at Dunham Woods Riding Club on December 12th. We exceeded our fundraising goals, **doubling our total revenue from 2024**
- Hosted **2 complimentary VIP events** to our top donors. Guest speakers for these events included Roger Thompson Stell, author of Father of the G.I. Bill and Susan Friedland, author of Marguerite, Misty & Me.

MUSEUM ACCOMPLISHMENTS IN 2025

- Hosted numerous school groups including St. Charles Park District Sumer Camps, D303 Transition program and the Salvation Army After School Program
- Hosted Rising Lights Project and WDSRA Rec and Roll, groups dedicated to supporting adults with special needs
- **Collaborated with Ferson Creek Elementary to create a rotating field trip for their 4th grade class.** These rotations included a museum tour, brief presentation, and custom guided walking tour
- Expansion of corporate partners program, **tripling the amount of partnering businesses** from three to nine, and continuing to grow
- **Approval for new St. Charles History Museum Monument sign**, increasing visibility facing Main Street.

MUSEUM ACCOMPLISHMENTS IN 2025

- Partnered with the St. Charles Business Alliance to install a stand to hold pamphlets to showcase St. Charles attractions in the Museum
- **Serves as the de facto Welcome Center**, being the go-to destination for tourists and visitors to learn more about the town and plan their stay
- Partnered with the St. Charles Park District to present as live docents on the Fox River Paddle Boats on the last Sunday of every month during the summer
- Participated in Jazz Weekend by hosting a Sunday performance by The Jack Macklin Trio on our patio with a **record turnout**
- Partnered with the Kane County Master Gardeners to rehabilitate the landscaping around the Museum

MUSEUM ACCOMPLISHMENTS IN 2025

- St. Charles Public Works completed a project to **update the drainage system surrounding the museum** to eliminate moisture in our basement archives
- **Received a rare portrait of John Farnsworth**, donated by a descendant. Though the portrait was badly damaged, we were able to raise \$5,000 for its restoration
- Updated our walking tour with new stops and information
- Partnered with the St. Charles Public Library to present The History of Heinz Cut Glass with speaker Don Quant. The event turnout was overwhelmingly positive, and we had to add a second presentation for a **total of over 150 attendees**
- Partnered with the St. Charles Park District to present the 2nd Annual Pickle Paradise at Pottawatomie Park, hosting over **1,000 people to celebrate St. Charles as the Pickle Capital of the World**. This year, the Museum provided pickle merchandise for sale which proved to be popular items

MUSEUM ACCOMPLISHMENTS IN 2025

- **18 off-site presentations** to other museums, libraries, historical societies, and community organizations
- Our Collections Manager is spearheading a coalition of Midwestern museums and historians to **historically designate landmarks of the Underground Railroad**, particularly in Kane County
- ***Salon De St. Charles*** – an exhibit to celebrate the artists and artwork of St. Charles including Lester Norris, William Lockett, and more
- Past President Steve Gibson presented a virtual walking tour at the St. Charles Public Library
- ***“Grounded” A Story of Historical Reckoning and Indigenous Resilience*** – an exhibit that explored the full Indigenous history of the Fox Valley and is one of our most ambitious exhibits to date. This was made possible through the counsel and advice of tribal consultants from the Prairie Band of the Pottawatomie and more

THE COMMUNITY RESPONDS

- In accordance with our agreement with the City for our funding, we consider ourselves ambassadors of the City in everything we do. Our events are open to all tourists and community members to proudly represent the best of St. Charles.
- We had great responses on our historic Paddle Boat tours during the summer months, programs at the Public Library year-round
- Success with our inaugural “Summer Flashback” family event
- Return of cornhusk doll booth on the patio during Scarecrow Weekend
- Participated in the business alliance shop crawl with limited Curious Fox gift shop deals
- Collaborated with Ferson Creek’s 4th grade team to plan a rotational field trip complete with a custom walking tour, museum tour, and presentation

OUR COMMUNITY IMPACT IN NUMBERS

5th Annual Holiday Gala	132 attendees - sold out event!
History Rocks	78 attendees
Pickle Paradise	1000+ attendees
Summer Flashback	100+ attendees - of all ages!
Jazz Weekend 2026	50+ attendees - record crowd!
St. Charles Park District Summer Camp Tours	120 campers
Research requests for personal and professional research	32 completed
	1 year, 12+ events, 1500+ people



HOLIDAY GALA FUNDRAISER

\$61,352 total raised!



THE CURIOUS FOX GIFT SHOP

- 10% increase in gift shop sales over 2024
- Many new book titles added
- Publication of 2025 Edition of Wendt and Kogan's *Bet-A-Million Gates*



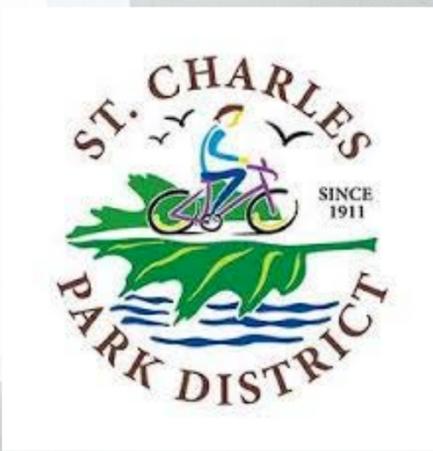
OUR COMMUNITY PARTNERS



CITY OF
ST. CHARLES
ILLINOIS • 1834



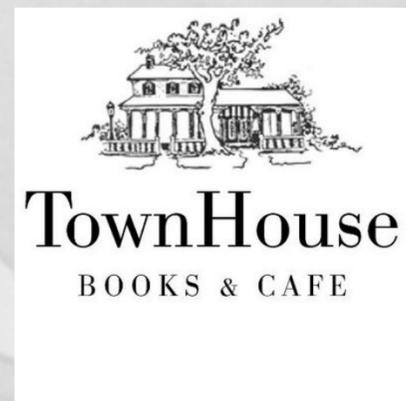
PRESERVATION
PARTNERS of the
FOX VALLEY



OUR CORPORATE PARTNERS



OUR BUSINESS SUPPORTERS



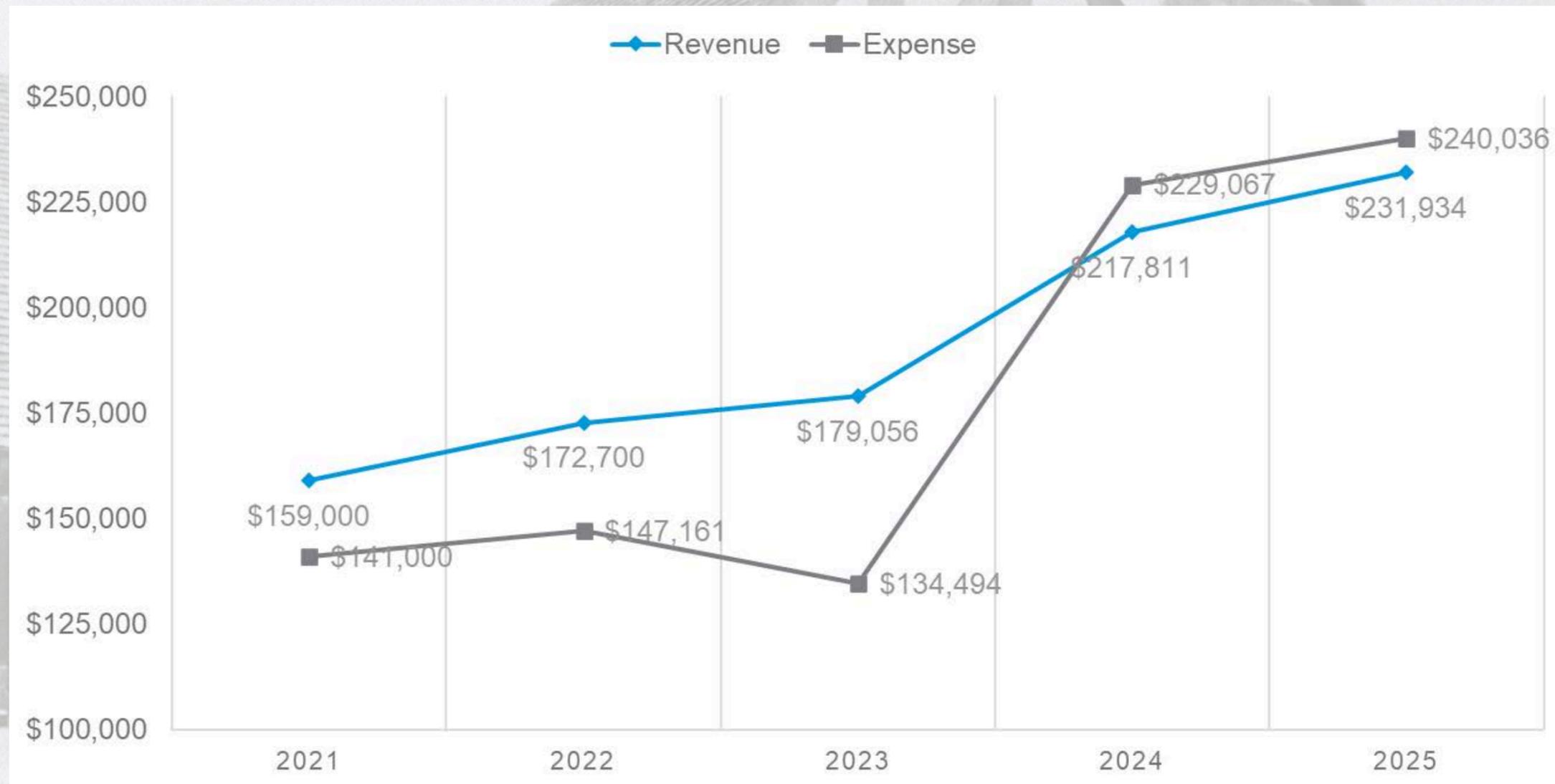
Protecting What Matters



SNEAK PEEK OF 2026

- Grave Reminders cemetery walk returns in conjunction with St. Charles Annual Scarecrow Weekend
- Celebrating the 100th anniversary of 4 major buildings in St. Charles – the Arcada Theater, Henry Rockwell Community Center, Thompson Middle School, and the St. Charles National Bank
- America's Semiquincentennial, showcasing American history with never-before-seen artifacts from our collections
- Return of Summer Flashback family event, celebrating a different decade
- Revitalized walking tours, including brand-new Underground Railroad walking tour
- Re-establishment of the education committee to increase involvement with D303, enhancing museum visibility and community participation
- Increased collaboration with St. Charles Business Alliance's community events
- Board Member Steve Leffler to collaborate with local breweries to celebrate St. Charles' Belgian heritage

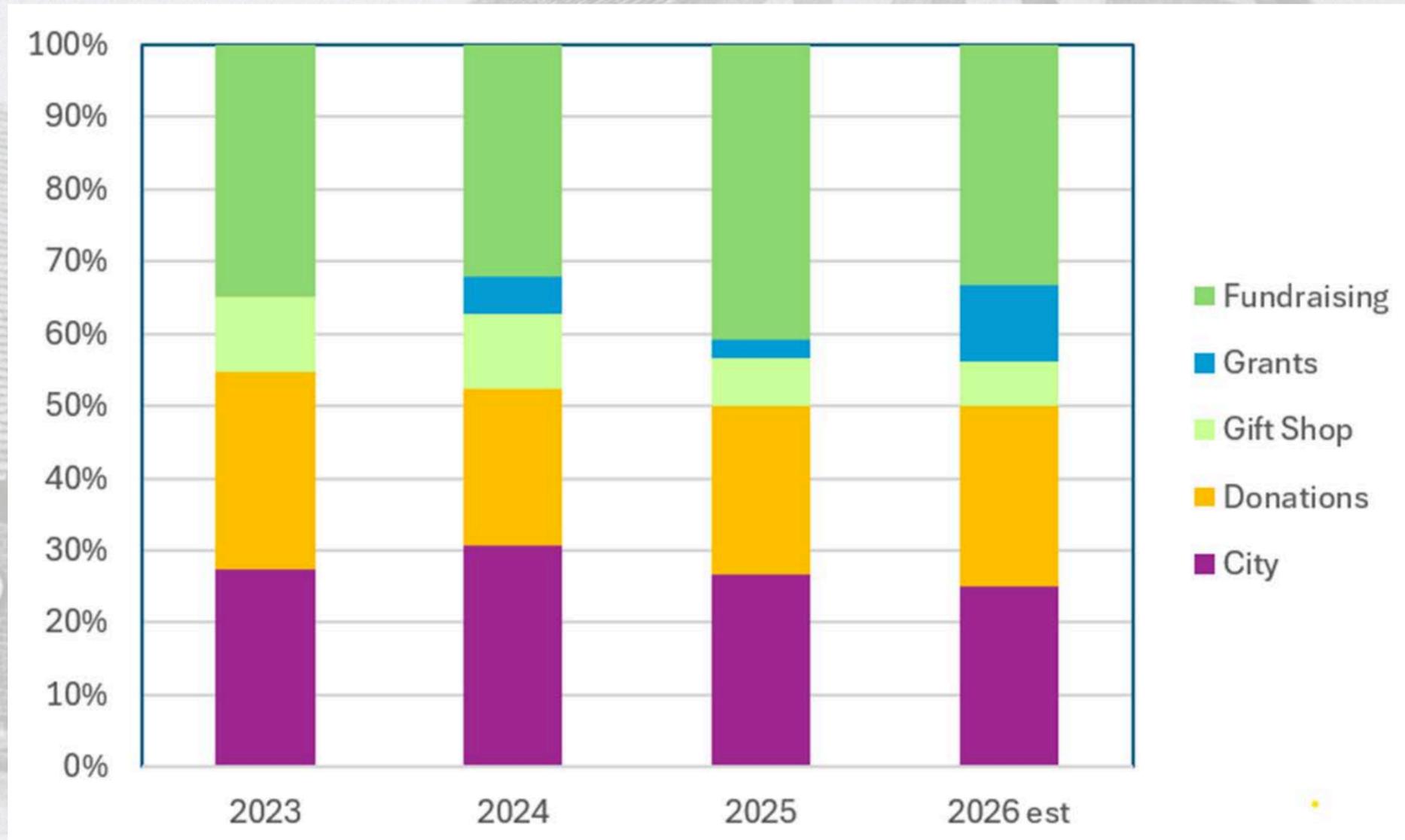
ACTUAL REVENUE VS. EXPENSES (2021 - 2025)



BUDGET REVENUE VS. EXPENSES (2021 - 2026)

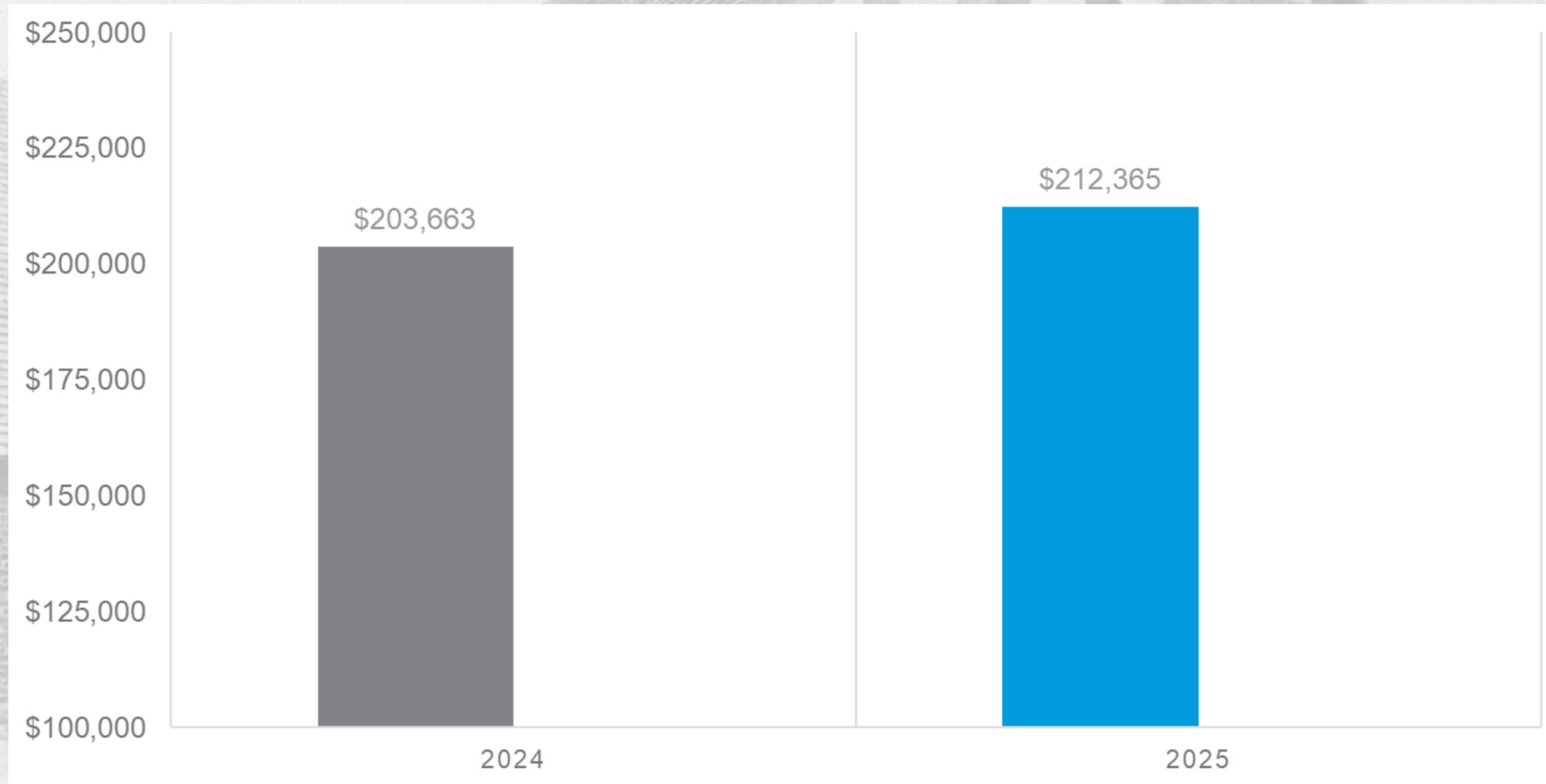


REVENUE SOURCES (2022 - 2025)



INVESTMENT BALANCE

(2024 - 2025)



We are asking the City of St. Charles

The St. Charles History Museum is asking The City of St. Charles for **\$72,000 for the 2026 Fiscal Year** so that it can continue serving the community as it has for over 90 years.

This request is \$12,000 more than 2025 and will indubitably help us to continue to function as the primary visitor and welcome center of St. Charles, maintain our current staffing levels and also **create a new part-time position**.

This new position will:

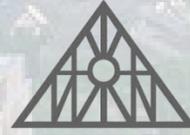
(1) Work directly as the coordinator or in coordination with the **newly re-introduced education committee**. This will include:

- Increased involvement with D303 and surrounding schools
- And assistance with adult education programming and initiatives in the museum and beyond

(2) They will also be involved with **external marketing for the museum**, collaborating with local businesses to develop smaller events to expand the outreach and exposure of the museum, and therefore increase museum revenue.

Our current budget has a deficit of \$22,000 but includes the hire of the new staff member. Our request for an additional \$12,000 partially covers the expense of the new position with the anticipation that their success in increasing revenue will offset a portion of their salary expenses.

THANK YOU FOR YOUR CONSIDERATION



St. CHARLES
HISTORY MUSEUM

COLLECT • PRESERVE • PRESENT

THANK YOU!

Any Questions?

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 9a
	Title:	Recommendation to Approve a Resolution Authorizing a Purchase Order with Meade Electric for Streetlight Maintenance Services and LED Upgrade Conversions to Extend the Contract for the Second and Third Years	
Presenter:	Giovanni McLean, Public Works Manager – Electric Services		
Meeting: Committee of the Whole		Date: February 17, 2026	
Proposed Cost: \$ 175,000		Budgeted Amount: \$ 175,000	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain):			
<p>The Streetlight Maintenance and LED Upgrade Installation work was competitively bid by Purchasing in March 2025, resulting in four (4) qualified contractor proposals. Bids were submitted based on unit prices applied to estimated annual quantities for evaluation purposes. Meade Electric submitted the lowest cost bid, was awarded the contract.</p> <p>Resolution 2025-33 was approved on April 7, 2025, for only one year in an amount not to exceed \$175,000.</p> <p>The original contract provides options for second-year and third-year extensions.</p> <p>Based on Meade Electric’s consistent performance and competitive pricing, staff recommends approval of these contract extensions, contingent upon Council approval of the corresponding fiscal year budgets.</p>			
Attachments (please list):			
*Resolution No 2025-33			
Recommendation/Suggested Action (briefly explain):			
Recommendation to Approve a Resolution Awarding Streetlight Maintenance and LED Upgrade Conversions to Meade Electric second and third years, purchase order not to exceed Council approval of the corresponding fiscal year budgets.			

**City of St. Charles, Illinois
Resolution No. 2025-33**

A Resolution Awarding Streetlight Maintenance and LED Upgrade Conversions to Meade Electric for a one-year period beginning May 1, 2025 through April 30, 2026 with a Purchase Order in the amount of \$175,000 for FY 2026

**Presented & Passed by the
City Council on April 7, 2025**

WHEREAS, Streetlight Maintenance and LED Upgrade Installation work was issued for bid by Purchasing, and four bids were received from contractors qualified and engaged in streetlight installation and maintenance;

WHEREAS, Meade Electric provided the lowest cost bid based on the bid units provided, with a 4% escalator for the second year and a 4% escalator for the third year, both pending City review for performance and value;

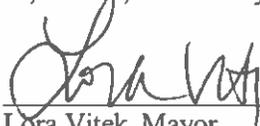
WHEREAS, bid proposals included an option for both second year contract extension and third year contract extension which will be evaluated based on performance and costs each subsequent year;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to award Streetlight Maintenance and LED Upgrade Conversions to Meade Electric for a one-year period beginning May 1, 2025 through April 30, 2026 with a Purchase Order in the amount of \$175,000 for FY 2026.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 7th day of April, 2025.

PASSED by the City Council of the City of St. Charles, Illinois, this 7th day of April, 2025.

APPROVED by the Mayor of the City of St. Charles, Illinois, this 7th day of April, 2025.



Lora Vitek, Mayor

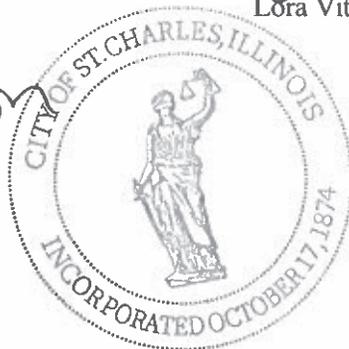
ATTEST:



Nancy Garrison
City Clerk

COUNCIL VOTE:

Ayes:
Nays:
Absent:
Abstain:



 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 9b
	Title:	Recommendation to Approve a Resolution to Authorize Issuing Purchase Orders to Sternberg Lighting for Decorative Streetlights	
	Presenter:	Giovanni McLean, Public Works Manager – Electric Services	
Meeting: Committee of the Whole		Date: February 17, 2026	
Proposed Cost: \$ 160,000		Budgeted Amount: \$ 275,000	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain):			
<p>The City currently maintains approximately 1161 Sternberg decorative streetlights, of which approximately 540 are concrete poles and high-pressure sodium (HPS) light fixtures. Consistent with the Capital plan, annual funding has been allocated to transition these decorative streetlights from concrete poles with HPS fixtures to more durable aluminum bases with energy-efficient LED fixtures. These replacement fixtures will be aesthetically the same as the existing fixtures.</p> <p>Staff seeks Council approval to proceed with a manufacturer direct purchase from Sternberg Lighting for the phased replacement of decorative streetlight poles and fixtures.</p>			
Attachments (please list):			
*Bid Waiver Form *Sternberg Lighting Quote - manufacturer representative The Lighting Digest			
Recommendation/Suggested Action (briefly explain):			
Recommendation to Approve a Resolution to Authorize issuing Purchase Orders to Sternberg Lighting for Decorative Streetlights.			



Bid Waiver One Time Today through _____

Description: _____

Requested Vendor: _____

Requested By: _____ Date: _____

Approval: _____

Department Head

Signature

Bid Waivers are required when there are unique circumstances related to a proposed procurement that has not been competitively solicited.

1. This procurement is valued at \$_____ for this one-time order, and/or \$_____ for a 12-month period.
2. This good/service has been competitively solicited within the past 24 months. YES NO
If Yes, Was the solicitation published on the city website? YES NO

3. Justification for Bid Waiver:

Emergency i.e. declared by the Mayor and applicable to EOC/FEMA procedures.

Urgent i.e. required to resolve an unanticipated problem that, if not resolved within 48 hours, may cause undue risk to individuals and/or extensive damage to property.

Need for these goods/services were **not anticipated and procurement through normal channels would take too long.**

A responsible **contractor was on site** performing a related repair, and based on professional judgement; it was prudent to request this service/repair from said contractor.

These goods are replacement parts for a **warrantied item, and the warranty is still in place**, and purchase of a non-brand item will jeopardize warranty.

These goods/services are **inherently related to, and an ongoing part of**, other goods/services previously provided by the Provider.

These goods utilize a **proprietary, patent, trademark, or customized programming** resulting in lack of competition.

These goods are **standardized** for operational safety and efficiency.

These goods are only available through the provider's **local distribution** channels.

These goods/services were purchased through a **Cooperative Purchasing Agreement.** _____

Other: _____



The Lighting Digest
210 W State Street
Geneva IL 60134
Phone: (630) 566-2274

Project CITY OF ST CHARLES - MS805ALED
Location LARGE MAIN STt
Quote ST CHARLES IL
TLD26-25415-1

From: Rob Robinson
Quoter Ph:
Email: r.robinson@thelightingdigest.com

To: Giovanni McLean
City of St Charles
2 E. Main Street
Saint Charles IL 60174
EMail: gmclean@stcharlesil.gov

For
Bid Date Jan 8, 2026
Expires Feb 7, 2026

QTY	Type	MFG	Part	Price	UQ	ExtPrice
10		STERNBERG	PT-MS805ALED-3-1RND40T4-MDL03-CTA-PEC/BKT	\$1,912.00		\$19,120.00
		Line Note:	TO MATCH EXISTING ORDER #C64980-5 (3/20/2024) Drawing: SC35646			
10		STERNBERG	SSP10196-5212T5-.125/BKT	\$2,042.00		\$20,420.00
		Line Note:	5200 BASE, MOD = 12"-13.5" SQUARE BOLT CIRCLE TO MATCH EXISTING ORDER #C64980-6 (3/20/2024) Drawing: SC35647			

Note

THIS PRICING IS BASED ON A DIRECT PURCHASE

Total: \$39,540.00

Mfg Terms:

STERN Sternberg

Freight Allowance Minimum Order
Freight Allowed

Full freight allowed and pre-paid for ONE (1) standard shipment for ord more than \$7,500.

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 10a
	Title:	Resolution authorizing a three-year agreement with Metronet for Internet service for \$33,840	
	Presenter:	Larry Gunderson, Director of Information Technology	
Meeting: Committee of the Whole		Date: February 17, 2026	
Proposed Cost: \$33,840		Budgeted Amount: \$45,000	Not Budgeted: <input type="checkbox"/>
TIF District: None			
<p>Executive Summary:</p> <p>The City’s computer network is a digital communications system that enables the City’s personal computers, laptops, servers, and telephones to connect with each other and the cloud-based services that are accessed over the internet. As a result, the City’s internet connectivity is essential to its business operations.</p> <p>To ensure continuity of operations, the City relies upon multiple Internet Service Providers (ISPs) to provide access to the internet. Currently, the City utilizes Metronet fiber service for one of its ISPs. The City currently pays \$1,250/month for Metronet fiber service. City staff have renegotiated a new three-year agreement at \$940/month, saving over \$11,000 over the next three years.</p> <p>Following is the proposed cost of the agreement:</p> <ul style="list-style-type: none"> • Year 1 - \$11,280 • Year 2 - \$11,280 • Year 3 - \$11,280 			
<p>Attachments (please list):</p> <p>Resolution</p>			
<p>Recommendation/Suggested Action (briefly explain):</p> <p>Recommendation to approve a resolution authorizing a three-year agreement with Metronet for Internet service for \$33,840.</p>			

**City of St. Charles, Illinois
Resolution No. 2026-**

**A Resolution to Execute a Three-Year Agreement with Metronet for
Business Internet Service in the Submitted Amount**

**Presented & Passed by the
City Council on**

WHEREAS, the City relies on fiber optic-based internet service to support its core business operations;

WHEREAS, Metronet has been a consistent, reliable provider of internet service to the City;

WHEREAS, Metronet has submitted pricing for business internet service for a three-year term;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, an Agreement be approved with Comcast in the submitted amount.

PRESENTED to the City Council of the City of St. Charles, Illinois, this ____ day of _____, 2026

PASSED by the City Council of the City of St. Charles, Illinois, this ____ day of _____, 2026

APPROVED by the Mayor of the City of St. Charles, Illinois, this ____ day of _____, 2026

Clint Hull, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 11a
	Title:	Presentation on the Retention Visit 2025 Report	
	Presenter:	Derek Conley, Economic Development Director	
Meeting: Committee of the Whole		Date: February 17, 2026	
Proposed Cost: \$		Budgeted Amount: \$ N/A	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain):			
<p>The City of St. Charles Strategic Plan identifies business retention as a priority initiative to better understand the local business environment and support the long-term sustainability of existing enterprises. In response, City staff, in partnership with the St. Charles Business Alliance, implemented a formal Business Retention Visit Program. The Business Alliance played a key role in coordinating outreach, participating in visits, and following up on issues or projects aligned with its mission.</p> <p>The program is designed to strengthen relationships with local businesses, gather feedback on challenges and opportunities, identify potential expansion plans, assess the overall health of the local economy, and share updates on City and Business Alliance initiatives.</p> <p>In 2025, staff conducted 24 retention visits, including 15 restaurants, 4 hotels, and 6 businesses in other sectors. In the second year, the program placed a targeted emphasis on the hospitality industry to better understand local impacts of broader national trends. This focused approach provided valuable insight into sector-specific challenges and emerging patterns within the community.</p> <p>While the number of visits allowed staff to identify general trends, the findings may not reflect the perspective of every business. The report includes key takeaways from the restaurant and hotel visits.</p>			
Attachments (please list):			
Retention Visit 2025			
Recommendation/Suggested Action (briefly explain):			
Presentation Only			

Retention Visit 2025

The City of St. Charles Strategic Plan includes a key goal to establish a business retention visit program aimed at enhancing the City's understanding of the local business landscape and ensuring the sustainability of existing enterprises. Since the plan's adoption, City staff have actively engaged with local businesses through formal retention visits. The City collaborates with the Business Alliance to conduct this new program. The Business Alliance facilitated outreach to businesses, participated in meetings, and followed up on specific projects or issues that aligned with their mission. The objectives of these visits are as follows:

- **Strengthen Relationships:** Foster better connections with existing businesses and express the City's appreciation for their investment and commitment.
- **Gather Feedback:** Collect insights from businesses to identify how the City can support their success and understand any challenges they may be facing.
- **Promote Growth:** Identify businesses with potential for expansion and encourage their development.
- **Assess the Local Economy:** Evaluate the current status and health of the local economy.
- **Share Information:** Provide updates on ongoing and upcoming projects or initiatives within the City and by the Business Alliance.

As identified in the Strategic Plan, City staff conducted 24 retention visits, which included visits to:

- 15 Restaurants
- 4 Hotels
- 6 Other

In the second year of the program, business retention visits focused on the hospitality sector to gain local insight into challenges being discussed at the national level. This targeted approach allowed staff to identify trends and common issues specific to the industry, helping build a more comprehensive understanding of the local business environment. While the sample size was sufficient to draw general conclusions, some findings may not reflect the views of every business. In addition, not all topics discussed during retention visits are included in the report, as some businesses requested that certain information or future plans remain confidential.

Restaurants - Key Takeaways

The restaurant industry plays a major role in St. Charles' local economy, with approximately 125 restaurants operating throughout the community. Top-performing restaurants can generate more than \$175,000 annually in sales tax revenue, while even small establishments contribute approximately \$25,000 per year. When combined with alcohol tax revenues, restaurants represent a significant source of local revenue, underscoring their importance to the City's overall economic health. Outlined below are the key takeaways from discussions with restaurants.

- Despite ongoing challenges, most businesses described their operations as stable or slightly positive, though many are not experiencing the level of growth they would expect. They remain cautiously optimistic about future growth tied to development and infrastructure improvements.
- Many restaurants are facing rising operating costs, including labor, food, and supplies, which has shifted their focus from growth to cost management and maintaining breakeven operations. While higher food and supply costs continue to pressure margins, labor costs were consistently cited as the primary concern. Several businesses noted that although hiring is no longer as challenging as it was a few years ago, wage expectations have increased significantly. One reason cited was that newer restaurants often offer higher wages, drawing employees away from existing establishments.
- Businesses raised concerns regarding workforce quality, reliability, and training needs, particularly among younger employees. Employers noted challenges related to attendance, consistency, and workplace readiness, which in turn increases the time and resources required for training and supervision.
- Residential development is widely seen as beneficial, with multiple businesses interested in new residential developments noting increased foot traffic and long-term demand tied to nearby housing growth.
- Community events and festivals are viewed very positively, with many downtown restaurants indicating these events generate the strongest sales days of the year. However, benefits vary by location, as businesses on the periphery of or outside the downtown core reported greater difficulty capturing event-related visitors.

- Video gaming revenue, while secondary to core operations, remains an important income source for restaurants and bars that offer it, providing a relatively stable and predictable revenue stream. Several establishments without video gaming machines indicated they are considering adding them to help offset rising operating costs.
- Downtown amenities and public investments are highly valued by local businesses. However, some suggested that continued investment should extend to other areas of downtown beyond First Street to ensure more balanced benefits. While the downtown plaza was generally viewed as a positive amenity, several restaurants noted that it has not generated as much additional business as initially anticipated.
- Some restaurants expressed that they believe immigration enforcement was impacting both workforce availability and customer traffic.
- Some restaurants reported occasional issues with unhoused individuals disrupting staff or customers. These situations are typically temporary, with the same individuals appearing frequently for a short period before stopping altogether. Most restaurants are able to manage these incidents on their own, though police assistance is occasionally requested when needed.
- Downtown restaurants are very appreciative of the Q Center's evening shuttle service bringing guests downtown, as it can generate a significant boost in foot traffic. Their only wish is more predictability in the schedule so they can staff appropriately.

Hotels - Key Takeaways

St. Charles has a total of eleven hotels, which is a high number for a community of its size. Eight of these properties are branded hotels that are commonly found in many markets. Two hotels, Hotel Baker and the Geneva Inn, are independently owned. Q Center is not a traditional hotel, rather, it functions as an international conference and meeting center with more than 1000 on-site guest rooms. Accommodations at Q Center are limited to individuals attending events held at the facility.

The Business Alliance receives STR Report data, which provides a market-level overview of hotel occupancy and average daily room rate (ADR) on a collective basis and does not report performance for individual properties. Hotel Baker, the Geneva Inn, and Q Center do

not participate in STR reporting, which is common for locally operated hotels or conference centers.

For 2025, the reported occupancy rate is 63.1% which is an increase from .8% in 2024. Occupancy levels above 60 percent are generally considered strong, and given the number of hotels operating in St. Charles, this performance is notable and reflects a healthy market that can support the existing hotel base. Occupancy has also shown a positive upward trend over the past several years. The average daily room rate (ADR) remains relatively flat compared to 2024 at approximately \$168.44, but represents an increase of roughly \$8.50 over 2023, indicating modest rate growth alongside sustained demand. Outlined below are the key takeaways from discussions with hotels.

- Overall hotel performance is strong, with most properties reporting positive or stable year-over-year results. While 2025 has started slightly slower for some, there is general optimism about continued demand.
- Weddings are the dominant market driver across all hotel properties, consistently accounting for a significant share of weekend occupancy. While still strong, several hotels noted evolving wedding trends, including smaller room blocks, shorter stays, and more frequent events rather than full-weekend bookings.
- Corporate and business travel remains an important component to room bookings. Multiple hotels indicated they are actively working to expand this segment through dedicated sales efforts and stronger partnerships. A significant portion of this demand is generated by St. Charles' industrial businesses, with several hotels also noting consistent overflow bookings from the Q Center.
- There are several secondary sources of hotel bookings in St. Charles, though they account for a smaller share of overall stays. These include visitors to Delnor Hospital, travelers associated with DuPage Airport, youth sporting tournaments, and competitions and events hosted at the Lamplight Equestrian Center.
- New development and reinvestment activity is viewed very positively, particularly on the east side of St. Charles. Projects such as Fox Haven Square, Chick-fil-A, and other commercial investments are seen as enhancing the community's appeal to visitors and improving long-term market strength.
- Capital reinvestment is a priority for several properties, with planned renovations aimed at improving guest experience and competitiveness. In some cases, bank

ownership or past underinvestment has constrained long-term planning, though reinvestment momentum is now building.

- Staffing conditions are generally stable, with manageable employment levels and interest in leveraging local workforce resources as hiring needs arise.

Restaurants- Visit Summaries

1. Restaurant 1

The business owner noted that the craft beer and brewery industry is experiencing a downturn statewide and nationally, due to younger generation drinking less, unsaturation of microbreweries, and the rise of alternatives such as seltzers and THC drinks. As an active participant in the broader brewing community, they have observed multiple brewery closures and indicated that the current operating environment is challenging. They emphasized that creating unique experiences and programming is increasingly important to attract customers and remain competitive.

The business owner specifically noted that Unwind Wednesdays have been successful and suggested expanding the number of events scheduled would be beneficial. They expressed interest in seeing more programming and events in space and suggested exploring greater flexibility for private enterprise use, pending City Council support. They also discussed opportunities to better leverage existing programs such as Unwind Wednesdays, the Fine Art Show, and other downtown events.

Regarding the downtown plaza, the business owner shared that the plaza is a great asset however has not quite delivered the level of benefit originally anticipated. Outdoor dining was described as generally positive; however, the business owner indicated that sun exposure on one side of the street significantly reduces seating demand. As a result, outdoor dining is most effective on weekends.

Lastly, the business owner highlighted the value of conference and event groups staying at nearby facilities, noting that these groups often generate some of their strongest business days, other than event days. They expressed interest in increased coordination and earlier notification when such groups are scheduled to be in town, to better prepare and capture that business.

2. Restaurant 2

The business owner was very complimentary of the City and expressed appreciation for the visible support from City staff, including staff visits to the business. Overall, the owner

indicated that operations are generally stable at their locations, though several ongoing challenges remain.

The primary concern raised relates to the property owner and facility conditions. The business owner reported persistent issues with roof leaks, plumbing and electrical systems, parking lot conditions, and other needed building renovations. The owner described the landlord as a corporate ownership group and that they have been slow to address these issues, despite repeated requests. As a result, the owner has paid out of pocket for certain repairs and has engaged legal counsel to push for needed maintenance. The owner noted that these issues have existed since acquiring the restaurant approximately two years ago and will continue to be a concern given the remaining eight years on the lease. The owner also shared that they have contacted Building Code and Enforcement in the past and found City staff helpful in providing guidance.

Additional challenges discussed included staffing shortages and rising operating costs, which continue to impact the business. The owner is exploring potential changes to the business model, including adding gaming and expanding evening hours. City staff provided appropriate contacts to assist with understanding the regulatory and licensing process.

3. Restaurant 3

The business owner expressed several concerns about how significantly market conditions have shifted since 2020. In particular, they noted a noticeable increase in the number of breakfast-focused restaurants in the area, which has intensified competition for a relatively limited customer base. At the same time, rising costs for food, supplies, and other operating expenses have continued to put pressure on margins, making it more challenging to maintain profitability.

While the owner indicated that hiring itself is not a major obstacle, they emphasized concerns about workforce quality and preparedness, especially among younger employees. Issues cited included reliability, work ethic, and the level of training required, all of which increase management time and operational strain.

Additionally, the owner commented on the broader impacts of immigration enforcement activity on local businesses. They observed that heightened fear among workers and customers has led some individuals to avoid going to work or dining out, which in turn affects staffing levels, customer traffic, and overall business activity.

4. Restaurant 4

The business owner indicated that overall business performance is strong and trending positively. However, they noted that recent and ongoing road construction in the area has

had a negative impact on customer access and visibility, which temporarily affected sales. Despite this challenge, the owner expressed appreciation for how easy it has been to work with the City and City staff, describing the process as responsive and supportive. The owner also expressed interest in expanding their operations and would like to connect with the appropriate City staff regarding the application process for both a liquor license and a wine-making license.

The primary ongoing challenge identified is attracting customers and increasing foot traffic into the business. The owner shared that they have experimented with various marketing strategies and promotions, with mixed results. Community events, such as Scarecrow Festival, have proven to be effective in driving visitors and generating new customer exposure, and the owner would like to see continued opportunities to leverage similar events.

Additionally, the owner noted that nearby residential development has had a positive impact on the business, as new residents in close proximity have helped generate repeat customers and steady demand. While the business continues to explore ways to convert passing traffic into in-store visits, the owner remains optimistic about future growth, particularly as surrounding development continues and infrastructure disruptions subside.

5. Restaurant 5

The manager identified customer volume as the most significant challenge currently facing the business. They explained that, amid the current political climate and heightened concerns related to immigration enforcement, many customers have stopped dining out. The manager estimated that overall traffic has declined by approximately 75 percent.

The business has been relatively insulated from rising operating costs. The manager indicated that corporate pricing strategies and ongoing promotional specials have helped offset increases in food and supply costs, allowing the restaurant to remain competitive and maintain stable pricing for customers.

From a staffing perspective, the restaurant has experienced fewer issues than many other food service establishments. Employees are primarily hired from Elgin and West Chicago, and the manager reported that training and retention have been manageable, largely because much of the workforce consists of older, experienced workers. Overall, while customer turnout remains a concern, the manager conveyed that internal operations and staffing remain stable at this time.

6. Restaurant 6

The general manager of the restaurant reported that business performance has been steady overall, noting that the restaurant has been busier this year compared to the previous year. They indicated that nearby developments, including Chick-fil-A and other commercial activity in the area, have had a positive spillover effect by increasing traffic and visibility for the restaurant. The manager also specifically noted that operational changes made by Smithfield to address odor concerns have improved the overall environment, which has been beneficial for nearby businesses.

The manager expressed appreciation for the City's efforts in removing the Pheasant Run Tower, stating that its removal improved the area's appearance and was a positive step for the corridor. This action was viewed favorably and seen as contributing to long-term redevelopment momentum.

In terms of challenges, labor remains the primary concern. While the restaurant receives approximately six job applications per week, the applicant pool largely consists of high school and college students. Given the scale of the operation and the need for approximately 60 servers, staffing consistency and availability, particularly during peak hours, continues to be an ongoing operational challenge.

7. Restaurant 7

The business owner identified two primary operational concerns: ongoing plumbing issues within the building and challenges related to homeless individuals entering the business and disrupting employees. The owner described a particularly serious incident involving a homeless individual who was repeatedly bothering and ultimately stalking an employee. The owner noted that this situation has since been resolved, and conditions have improved, but it was a stressful period for both management and staff.

From a business performance standpoint, the owner reported that overall activity has remained steady; however, the winter months consistently result in a significant slowdown. The owner noted that City-sponsored events in St. Charles typically generate increased customer traffic and provide meaningful boosts to business.

The owner also discussed recent staffing challenges, noting that they were required to hire and train new employees. While this initially created some operational strain, those issues have largely resolved as staff became more familiar with the business's systems and day-to-day operations. Overall, staffing has stabilized, and the owner expressed confidence in the current team moving forward.

8. Restaurant 8

The business owner provided a tour of their newly developed event space. The owner expressed appreciation for the City's responsiveness, timely reviews, and clear feedback throughout the process, noting that City staff were helpful in addressing questions and required improvements efficiently. The owner indicated that event facility is expected to open around New Year's and has already begun booking private events, signaling early demand and strong interest in the venue.

The owner also has an established fast-casual dining restaurant, and indicated that the St. Charles location has remained steady and continues to perform well. Overall, the owner emphasized that St. Charles has been a good place to do business and compared favorably to other locations in their portfolio.

The owner noted some employment-related challenges stemming from the current political climate, particularly issues associated with immigration enforcement activity. Beyond this, the owner described typical restaurant industry challenges related to employee training and turnover but emphasized that these issues are consistent with what they experience at their other restaurant locations and are not unique to St. Charles.

The owner also mentioned ongoing concerns with the fast-casual dining restaurant aging sewage system, noting that because they own the property, they are responsible for addressing these infrastructure issues. City staff informed the owner about the Business Improvement Grant program and discussed potential eligibility, which could help offset costs associated with necessary building upgrades. Overall, the owner expressed appreciation for the City's support and reiterated that St. Charles continues to be a stable and positive market for their business operations.

9. Restaurant 9

The business owners reported that sales are up compared to the previous year. While overall performance has been positive, they noted ongoing challenges in attracting customers to their side of the downtown. They indicated that prices have remained stable and that they currently have a strong, reliable employee base.

Parking was identified as a primary concern, particularly on weekends when nearby lots fill quickly, especially during events hosted by another wedding venue. During peak times, employees are forced to park across town due to limited availability. The owners also noted challenges related to takeout orders, as delivery drivers often struggle to find nearby parking for quick pickups. As a potential solution, they suggested designating a small number of parking spaces in the lot specifically for take-out and delivery use.

10. Restaurant 10

The business owner reported that sales are slightly down compared to the previous year. The owner mentioned that not having the Electric Christmas Parade was huge loss but understood it was due to the weather. Because the business is located just outside some event footprints, it can be challenging to capture event-related customers in comparison to the size of the event.

In terms of challenges, the owner highlighted rising costs of goods and labor, explaining that these increases have shifted the focus from generating profit to simply keeping pace with expenses. Additionally, after operating for more than 25 years, the business has required ongoing investment in equipment replacement and building renovations to maintain operations.

Parking was identified as a primary concern, particularly during larger Arcada shows, when nearby parking becomes scarce. The owner would like to see additional parking options closer to the restaurant. Aside from parking, the owner indicated that the business is otherwise stable, with a strong staff, steady pricing, and no significant issues related to homelessness, unlike some other businesses in the area.

11. Restaurant 11

The business owner indicated that overall performance has been stable, with sales roughly in line with the previous year. However, they noted that broader economic conditions have created ongoing challenges, particularly rising operating costs and labor-related issues during the summer months when staffing can be more difficult to maintain. While revenue has remained steady, increased expenses have limited profitability and made it harder to plan for growth.

The owner shared that certain community events, such as the St. Patrick's Day Parade and Restaurant Week, are beneficial and help drive additional traffic to the business. However, they noted that other events do not consistently translate into increased sales, particularly because the business falls outside the downtown.

Parking was also identified as a challenge. The owner explained that the property's location within the area is effectively landlocked by surrounding buildings, which limits available parking options. While they recognize there are few practical solutions given the site constraints, parking availability continues to be an ongoing concern for both customers and staff.

12. Restaurant 12

The business owner reported that the St. Charles location continues to perform very well, with minimal operational issues. Employees are performing strongly, staffing levels have remained stable, and overall sales are positive. The owner noted that price increases have been limited, allowing the business to remain competitive while managing costs.

Among the company's seven locations, the St. Charles site is currently the highest-performing, which the owner attributed to the strong customer base and favorable location. The owner also expressed support for additional residential development in the area, noting that new housing brings potential customers and helps sustain long-term business growth.

13. Restaurant 13

The business owner expressed strong appreciation for both the City and the Business Alliance, noting they are very grateful for the ongoing support and resources provided. The business continues to perform well, and the owner is enthusiastic about the planned expansion into the recent vacant space next door. The expansion will allow the business to offer additional classes and potentially host private events. While the target completion date is February, the owner noted some uncertainty about meeting that timeline.

The business primarily targets couples' nights and ladies' nights. While families do visit the business, the owner's long-term goal is to grow corporate group bookings and attract more private and team-based events. The primary challenges identified include the inability to meet current demand due to limited space and offerings, as well as ongoing parking constraints in the area. Additionally, the owner raised a question regarding the City's public approval process, specifically seeking clarification on why historic approval is required for improvements to newer buildings within the district.

14. Restaurant 14

The business owner reported that overall performance has remained steady compared to the previous year; however, the focus has shifted toward survival and breaking even rather than generating a profit. The owner cited significant increases in operating costs, including food and beverage prices, labor, and equipment, noting that these cost pressures are the most severe they have experienced in over 20 years in the industry.

The owner also expressed concern about the growing number of restaurants and liquor licenses in St. Charles, questioning how much additional capacity the local market can absorb without negatively impacting existing establishments.

A major positive for the business has been the upstairs private event space, which hosts more than 250 events annually and serves as a critical revenue source, marketing tool, and attracts a lot customers. The owner indicated that without this component, operating the business would be significantly more challenging. The business owner was complimentary of both the City and the Business Alliance for recent improvements in St. Charles and for the Alliance's continued support of local businesses.

15. Restaurant 15

The business owner shared feedback on the performance of their two downtown businesses, noting that one restaurant continues to perform very well, while the other has faced more challenges. The primary issues affecting their businesses include limited parking availability, the limited outdoor dining availability, and rising operating costs. Increasing labor costs, higher food prices, and overall operating expenses have also created additional financial pressure, with approximately 130 employees across both businesses.

Parking was identified as a significant concern and the owner expressed interest in seeing additional public parking incorporated into future downtown improvements, including any redevelopment of the former Police Department site. The owner also conveyed frustration that their area of the downtown received less attention and public investment compared to other downtown areas such as First Street Plaza. As an example, they cited delayed streetlight repairs near their building, which they believe contribute to safety concerns.

The owner also shared concerns regarding the City approval process, noting that the requirement for commission review of outdoor improvements can be challenging for businesses. While supportive of upcoming improvements downtown they also emphasized the importance of a comprehensive, business-informed vision that supports economic vitality and minimizes disruption to existing businesses during implementation.

Hotels

16. Hotel 1

The discussion focused on overall business performance and future opportunities. The business owner shared that approximately 40% of the hotel's business is driven by weddings, with an ongoing effort to grow the corporate segment. A newly hired Director of Sales will focus on expanding corporate business opportunities in 2025.

The general manager also noted that average daily rate (ADR) figures may be somewhat inflated due to the big one year contracts business in 2024, which resulted in higher

negotiated rates that skew overall market data. The hotel mentioned event or lodging “packages” as a way to attract visitors, these packages can appear appealing from a marketing standpoint, however the owner noted they often do not translate into increased bookings. They did express interest in the idea of offering downtown drink coupons as a more effective strategy to encourage guests to visit downtown businesses.

The General Manager was not previously aware of the Fox Haven Square development, however was excited for the new development as a destination for guests. Overall, the owner did not express any major operational concerns at this time, noting that the primary challenge remains that the property is still bank-owned, which limits long-term planning and investment flexibility.

17. Hotel 2

The leadership team shared that 2024 was a very strong year for the business, and they are optimistic about continued success in 2025. When asked about their primary market drivers, they noted that weddings remain their largest source of business, with family travel and corporate bookings serving as important secondary markets. They also mentioned that Lamplight, which hosts local equestrian competitions, provide some business however it was inconsistent year to year. They were very excited about all the new development on the east-side of town include the Fox Haven Square project, Chipotle, and Chick-fil-A.

18. Hotel 3

The business owner expressed appreciation for the City’s Economic Development updates and the support provided by the Business Alliance, noting that regular communications and downtown guides are helpful. Weddings remain a major driver of weekend business, though the owner noted changing trends, including smaller but more frequent wedding room blocks and an increase in one-night stays rather than full weekends. The hotel continues to see strong partnerships with nearby venues, while transient corporate travel remains important for maintaining occupancy. The hotel’s meeting and event space is used intermittently and is not actively marketed, with most bookings tied to smaller weddings and occasional corporate or leisure groups. Year-over-year performance has been strong overall. The owner expressed optimism about recent and upcoming development activity, including the removal of the Pheasant Run tower and new investment on the east side of the community.

19. Hotel 4

City staff and the Business Alliance met with the full hotel team, ownership, and representatives from the management company assisting with operations. Staff toured the facility, including the pool area and guest rooms, and discussed upcoming capital

improvements. Planned renovations include pool upgrades, bathroom conversions from tubs to walk-in showers, and replacement of select room furnishings, with the goal of completing improvements and hosting a re-opening around July.

Hotel representatives shared that weddings are currently the largest market segment. Additional demand comes from events at the Kane County Fairgrounds, Lamplight, and Delnor Hospital. Ownership expressed strong appreciation for the City, describing it as a “true partner,” and also spoke highly of the Business Alliance and its support efforts.

Staffing levels are currently around 15 employees, with plans to hire additional staff, and the hotel expressed interest in utilizing local job-posting resources. The ownership and management team noted that previous ownership underinvested in the property, and they are now focused on reinvesting and positioning the hotel as one of the top-performing properties in St. Charles moving forward.

Other

20. Perspire Sauna

The business owner is planning to open Perspire Sauna in the former Vintage 53 space. The facility will include seven private sauna rooms with showers and will operate on an individual reservation model as well as offering package options for multiple visits. The owner expressed enthusiasm about the downtown location, noting the area’s activity and the potential to cross-promote with nearby fitness-oriented businesses such as Club Pilates. The business is targeting a Spring opening, contingent on completion of interior renovations. Planned improvements include build-out to meet brand specifications and installation of a sprinkler system as part of the project.

21. Geo-Logic Associates

City staff met with the St. Charles leadership team of Geo-Logic Associates, a national environmental, civil, and geotechnical engineering consulting firm with an office located in downtown St. Charles. In early 2025, the firm relocated to second-floor office space above the Gia Mia restaurant. The St. Charles office currently employs approximately 15 staff members. Company representatives indicated that overall business activity has remained steady but expressed interest in expanding their client base, particularly within St. Charles. They noted several ongoing and upcoming development projects in the community where they believe their expertise could provide value and support local development efforts.

22. Nidec

City staff met with the leadership team at Nidec, located at 3709 Ohio Avenue, St. Charles, IL 60174. Nidec is a Japanese-owned international company with facilities around the

globe, and its St. Charles location serves as its North American headquarters. The company specializes in manufacturing and selling a variety of automotive electrical components, such as power window switches and push-start buttons, used by major automakers including Ford, Honda, and Nissan.

Nidec employs approximately 450 people and operates seven days a week, including a third shift. The company mentioned that they have a high employee retention rate, with many employees being at the company with 15-20 years. The St. Charles facility also includes a Design & Development Department (D&D) with a product testing division. During the meeting, company leadership reported strong business performance. Although the physical footprint of the building has not expanded, production within the facility has increased, with expectations for continued growth. Nidec is also recognized as one of the top electricity consumers for the City of St. Charles.

City staff provided an overview of the City of St. Charles Electric Division and discussed the upcoming proposal for the IMEA contract extension. Nidec leadership emphasized that their top priority is power reliability. Even a one-hour outage can result in tens of thousands of dollars in losses and jeopardize their ability to meet commitments and potentially disrupt their customers' production.

They acknowledged that occasional outages are unavoidable due to unforeseen events, such as traffic accidents or storms involving power equipment, but expressed appreciation for the direct communication line they have with the Electric Division Manager, which allows for rapid response and resolution when issues arise.

Nidec leadership also emphasized the importance of renewable energy. As a company, Nidec is committed to reducing its carbon footprint and has explored options such as installing rooftop solar panels. However, they noted that such an installation would only meet about one-third of their total energy needs. Many of their customers value clean energy and, in some cases, are required by federal regulations to work with environmentally responsible suppliers.

Nidec acknowledged that achieving a meaningful reduction in their carbon footprint will take time but expressed support for steady progress. They also showed interest in the solar farm currently under construction by IMEA.

There was also discussion around electricity rates and price stability. While important to any business, Nidec indicated they have no major concerns with current rates in St. Charles, suggesting that prices are within their expectations.

In summary, City staff's key takeaway from the business visit was that both electric reliability and progress in renewable energy are important to Nidec. However, leadership

made it clear that reliability is critical to their daily operations while renewable energy is important, but it is seen as a long-term goal that can be developed over time, provided it does not compromise the stability of their power supply.

23. Tiger Drylac

City Staff met with the leadership team at Tiger Drylac USA, located at 3945 Swenson, in St. Charles, IL. Tiger Drylac USA is a manufacturer of high-quality powder coatings, offering a diverse range of products for industries such as automotive, building facades, and industrial applications. As part of an international network with eight production facilities worldwide, Tiger Drylac's St. Charles location is a key facility for the Northern American market. Since its opening, the St. Charles facility has undergone multiple expansions, with the latest completed in 2024, adding approximately 40,000 square feet to enhance production capacity, storage, and workflow. This expansion created around 20 new jobs. The company owns additional land adjacent to its current site and anticipates further growth as production increases.

City staff also discussed Tiger Drylac's priorities regarding the City's electric system. Local leadership indicated that electricity price, power reliability, and renewable energy are all important to their operations; however, they placed slightly greater emphasis on keeping electricity costs low. They explained that energy expenses represent a significant portion of their operating costs, making predictable and competitive electric rates critical to their business. Leadership expressed appreciation for the rate stability in St. Charles, noting that electric prices have remained relatively consistent over the past four years. Power reliability was also identified as a key concern. Even brief outages can disrupt production cycles, cause material waste, and lead to missed deadlines.

While cost and reliability remain Tiger Drylac's top priorities, leadership acknowledged the value of increasing renewable energy use. They were pleasantly surprised to learn that 12% of St. Charles' current energy portfolio comes from renewable sources and expressed support for the City's efforts to expand that share. They noted that reaching 20% renewable energy, once the IMEA solar farm is complete, would be a positive step. Tiger Drylac also operates its own on-site solar installation, which currently supplies approximately 30% of their total energy needs.

24. Pactiv Evergreen

City staff met with the leadership team at Pactiv Evergreen located at 2850 Production Dr in St. Charles, IL. Pactiv Evergreen is a manufacturer and distributor of food and beverage packaging solutions, with several locations in Chicagoland and North America. The St. Charles facility is approximately 308,000 square feet with 215 employees. The company

serves a broad range of customers, including restaurants, food service providers, retailers, and packaged goods companies such as Starbucks, Burger King, and Subway. Their product portfolio includes paper and plastic packaging, food containers, cups, lids, cartons, and trays. Many products are designed to be recyclable or compostable. The St. Charles facility focuses solely on paper products.

Leadership emphasized that electricity cost and reliability are their top concerns, as energy expenses represent a significant portion of their operational budget. While increasing reliance on renewables has advantages, they cautioned that such efforts would increase the costs significantly for energy-intensive manufacturers like theirs.

Pactiv Evergreen also shared that they have experienced a few power outages over the past few years, which have been disruptive to operations. Even short interruptions can halt production and impact their ability to meet customer demands. The Electric Division is able to immediately investigate the cause of these outages to determine whether infrastructure upgrades or other improvements could be made to enhance the resilience of service to their facility.