

AGENDA
THE CITY OF ST. CHARLES
GOVERNMENT OPERATIONS COMMITTEE
ALD. RON SILKAITIS, CHAIR
MONDAY, FEBRUARY 6, 2023
IMMEDIATELY FOLLOWING THE CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS – 2 EAST MAIN STREET

- 1. Call to Order**
- 2. Roll Call**
- 3. Administrative**
 - a. Video Gaming Statistics December 2022.
- 4. Omnibus Vote**

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.
- 5. Police Department**
 - *a. Recommendation to approve Street Parking Closures for the “Paint the Riverside Event” being held by the St. Charles Arts Council on Saturday, May 13, 2023.
- 6. Finance Department**
 - a. Annual Funding Request Presentation from the St. Charles History Museum in the Amount of \$50,000 for Fiscal Year 2023-2024.
 - b. Annual Funding Request Presentation from the St. Charles Business Alliance in the Amount of \$698,6000 for Fiscal Year 2023-2024.
 - c. Recommendation to approve an **Ordinance** Amending Title 3, “Revenue and Finance,” Chapter 3.36, “Home Rule Municipal Retailers’ and Service Occupation Tax,” of the City of St. Charles Municipal Code.
 - *d. Budget Revisions January 2022.
- 7. Human Resources Department**
 - a. Recommendation to approve a Resolution Authorizing an Intergovernmental Agreement between the City of St. Charles and the St. Charles Park District for the Participation in the Intergovernmental Personnel Benefit Cooperative.
- 8. Public Comment**
- 9. Additional Items from Mayor, Council or Staff**


10. Executive Session

- Personnel – 5 ILCS 120/2(c)(1)
- 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)

11. 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 (TDD), 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).

 <p>ST. CHARLES SINCE 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item Number: 3a
	Title:	Video Gaming Statistics – Information Only	
	Presenter:	Jim Keegan, Chief of Police	
Meeting: Government Operations Committee Date: February 6, 2023			
Proposed Cost: \$		Budgeted Amount: \$	Not Budgeted: <input type="checkbox"/>
Executive Summary <i>(if not budgeted please explain):</i> <p>Latest statistics on video gaming and what businesses have been approved by the state and city staff of the St. Charles Police Department, pending applications into the state for approval, and January 2012 – December 2022 report for St. Charles Video Gaming Revenue as of December 2022.</p>			
Attachments <i>(please list):</i> <p>Table – Current Licensed Video Gaming Establishments/Pending Applicants Illinois Gaming Board Video Gaming Report, January 2012 – December 2022 Illinois Gaming Board Video Gaming Report, December 2022</p>			
Recommendation/Suggested Action <i>(briefly explain):</i> <p>None – For Information Only</p>			

City of St. Charles

Video Gaming Statistics

December 2022

Pending Establishments –

1. 222 Hospitality	Whiskey Bend	222 W Main St	St. Charles
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Licensed Establishments

1. ALEXANDER'S CAFE 64, INC.	Alexanders Cafe	1650 W. Main Street	St. Charles
2. ALIBI BAR & GRILL LTD.	ALIBI BAR & GRILL LTD.	12 N. 3rd Street	St. Charles
3. Alley 64, INC.	Alley 64	212 W. Main Street	St. Charles
4. BK & MM VENTURES LLC	ROOKIES 1, ALL-AMERICAN PUB	1545 W. Main Street	St. Charles
5. BRANDON WAYNE ENTERPRISES LLC	THE LEWIS	106 E MAIN ST	St. Charles
6. C&A Management Group LLC	Flagship on The Fox	100 S Riverside Ave.	St. Charles
7. CHARLIE FOX'S PIZZERIA & EATERY LLC	CHARLIE FOX'S PIZZERIA & EATERY	3341 W MAIN #7	St. Charles
8. Chums Shrimp Shack LLC	Chums Shrimp Shack	2115 W Main St	St. Charles
9. CMB STC LLC	The Hive Tavern and Eatery	204 W Main St	St. Charles
10. CRAZY FOX, LLC	THE CRAZY FOX BAR & GRILLE	104 E Main St	St. Charles
11. EL ELLE SEA, LLC	BOGART'S BAR	219 W. MAIN STREET	St. Charles
12. H & C HOSPITALITY, LLC	The Office Dining & Spirits	201 E Main St	St. Charles
13. HEALTH NUTS, LTD.	THE FILLING STATION	300 W. MAIN ST.	St. Charles
14. Jay's & N Inc.	Throwbacks Sports Bar	1890 W. Main Street	St. Charles
15. L. A. MANSON CORPORATION	ST. CHARLES BOWL	2520 W Main St	St. Charles
16. MARK VII HOSPITALITY LIMITED	Second Street Tavern	221 S. 2nd Street	St. Charles
17. NLHM Inc.	Brown's Chicken	1910 Lincoln Highway	St. Charles
18. Northwoods Pub & Grill Inc.	The Evergreen Pub & Grill	1400 W Main St	St. Charles
19. Onesti Entertainment Corporation	Arcada Theatre	105 E Main St	St. Charles
20. Riverside Pizza, Inc.	Riverside Pizza & Pub	102 E Main St	St. Charles
21. SAINT CHARLES SPORTS, LLC	SPOTTED FOX ALE HOUSE	3615 E. MAIN ST	St. Charles
22. SALERNO AND SONS, INC.	SALERNO'S ON THE FOX	320 N 2ND ST	St. Charles
23. SCMC ENTERPRISES, INC.	R HOUSE	214 W. Main St.	St. Charles
24. TAP HOUSE GRILL ST. CHARLES, LLC	Tap House Grill	3341 W MAIN ST	St. Charles
25. YUMMY PLACE BURRITO LOS ASADEROS INC.	BURRITO LOS ASADEROS INC.	2400 E. MAIN STREET	ST. Charles
26. St. Charles Lodge No. 1368, Loyal Order of Moose	St Charles Moose Lodge 1368	2250 W Rt 38	St. Charles

ILLINOIS GAMING BOARD VIDEO GAMING REPORT

St. Charles

December 2022

1/18/2023

2:07 pm

Municipality	Establishment	License Number	VGT Count	VGT Wagering Activity			VGT Income			VGT Tax Distribution		
				Amount Played	Amount Won	Net Wagering Activity	Funds In	Funds Out	Net Terminal Income	NTI Tax	State Share	Municipality Share
St. Charles	Alley 64, INC.	160702383	6	\$732,385.96	\$669,224.56	\$63,161.40	\$228,762.00	\$165,600.65	\$63,161.35	\$21,474.83	\$18,316.77	\$3,158.06
St. Charles	BK & MM VENTURES LLC	160702415	6	\$740,416.58	\$687,470.96	\$52,945.62	\$218,099.00	\$165,422.49	\$52,676.51	\$17,910.03	\$15,276.21	\$2,633.82
St. Charles	BRANDON WAYNE ENTERPRISES LLC	220701804	4	\$21,938.56	\$20,811.35	\$1,127.21	\$8,877.00	\$7,749.79	\$1,127.21	\$383.26	\$326.90	\$56.36
St. Charles	C&A Management Group LLC	200702748	6	\$363,138.84	\$320,630.16	\$42,508.68	\$136,155.00	\$93,615.82	\$42,539.18	\$14,463.29	\$12,336.34	\$2,126.95
St. Charles	CHARLIE FOX'S PIZZERIA & EATERY LLC	200701085	4	\$24,400.78	\$20,972.18	\$3,428.60	\$10,253.00	\$6,824.40	\$3,428.60	\$1,165.74	\$994.30	\$171.44
St. Charles	Chums Shrimp Shack LLC	220700319	3	\$36,400.84	\$32,062.50	\$4,338.34	\$14,084.00	\$9,745.66	\$4,338.34	\$1,475.00	\$1,258.09	\$216.91
St. Charles	CMB STC LLC	220700705	6	\$202,103.90	\$185,234.18	\$16,869.72	\$71,719.00	\$54,849.28	\$16,869.72	\$5,735.70	\$4,892.21	\$843.49
St. Charles	CRAZY FOX, LLC	170701805	6	\$228,696.22	\$209,000.24	\$19,695.98	\$67,800.00	\$48,104.02	\$19,695.98	\$6,696.67	\$5,711.86	\$984.81
St. Charles	EL ELLE SEA, LLC	210701595	6	\$447,180.46	\$412,746.12	\$34,434.34	\$146,185.00	\$111,750.66	\$34,434.34	\$11,707.61	\$9,985.91	\$1,721.70
St. Charles	H & C HOSPITALITY, LLC	210703536	6	\$134,227.75	\$126,273.50	\$7,954.25	\$38,894.00	\$30,939.75	\$7,954.25	\$2,704.48	\$2,306.76	\$397.72
St. Charles	HEALTH NUTS, LTD.	180702391	5	\$273,817.48	\$244,893.47	\$28,924.01	\$88,907.00	\$59,982.99	\$28,924.01	\$9,834.16	\$8,387.96	\$1,446.20
St. Charles	Jay's & N Inc.	190704088	6	\$356,462.02	\$323,273.63	\$33,188.39	\$101,910.00	\$68,722.27	\$33,187.73	\$11,283.90	\$9,624.51	\$1,659.39
St. Charles	L. A. MANSON CORPORATION	160703156	6	\$359,885.79	\$320,481.99	\$39,403.80	\$125,134.00	\$85,730.30	\$39,403.70	\$13,397.32	\$11,427.13	\$1,970.19
St. Charles	MARK VII HOSPITALITY LIMITED	170702225	6	\$769,609.26	\$693,118.92	\$76,490.34	\$204,800.00	\$128,309.66	\$76,490.34	\$26,006.74	\$22,182.22	\$3,824.52
St. Charles	NLHM Inc.	160702847	6	\$144,691.79	\$133,417.37	\$11,274.42	\$39,205.00	\$27,930.58	\$11,274.42	\$3,833.37	\$3,269.64	\$563.73
St. Charles	Northwoods Pub & Grill Inc.	160702493	5	\$364,360.08	\$324,908.26	\$39,451.82	\$122,393.00	\$82,941.18	\$39,451.82	\$13,413.67	\$11,441.07	\$1,972.60
St. Charles	Onesti Entertainment Corporation	160703007	6	\$98,260.13	\$93,118.71	\$5,141.42	\$44,128.00	\$38,986.66	\$5,141.34	\$1,748.03	\$1,490.97	\$257.06
St. Charles	Riverside Pizza, Inc.	160702553	5	\$389,657.46	\$357,200.40	\$32,457.06	\$113,222.00	\$80,764.94	\$32,457.06	\$11,035.47	\$9,412.61	\$1,622.86
St. Charles	SAINT CHARLES SPORTS, LLC	160702605	5	\$389,830.30	\$351,398.20	\$38,432.10	\$119,323.00	\$80,890.90	\$38,432.10	\$13,066.93	\$11,145.32	\$1,921.61
St. Charles	SALERNO AND SONS, INC.	200701673	3	\$46,884.38	\$44,194.88	\$2,689.50	\$16,083.00	\$13,393.35	\$2,689.65	\$914.53	\$780.04	\$134.49
St. Charles	SCMC ENTERPRISES, INC.	190702660	3	\$17,018.78	\$15,541.09	\$1,477.69	\$6,017.00	\$4,539.11	\$1,477.89	\$502.47	\$428.58	\$73.89
St. Charles	St. Charles Lodge No. 1368, Loyal Order of Moose	160802392	6	\$112,326.67	\$100,080.33	\$12,246.34	\$37,049.00	\$24,803.01	\$12,245.99	\$4,163.62	\$3,551.32	\$612.30
St. Charles	TAP HOUSE GRILL ST. CHARLES, LLC	170702248	6	\$394,277.81	\$360,528.09	\$33,749.72	\$115,925.00	\$82,175.53	\$33,749.47	\$11,474.85	\$9,787.37	\$1,687.48
St. Charles	YUMMY PLACE BURRITO LOS ASADEROS INC.	190700390	5	\$93,136.59	\$81,479.65	\$11,656.94	\$26,465.00	\$14,808.06	\$11,656.94	\$3,963.37	\$3,380.53	\$582.84
REPORT TOTAL:		24 Establishments	126	\$6,741,108.43	\$6,128,060.74	\$613,047.69	\$2,101,389.00	\$1,488,581.06	\$612,807.94	\$208,355.04	\$177,714.62	\$30,640.42

ILLINOIS GAMING BOARD
VIDEO GAMING REPORT
St. Charles
January 2012 - December 2022

1/18/2023
2:08 pm

Municipality	Establishment	License Number	VGT Count	VGT Wagering Activity			VGT Income			VGT Tax Distribution		
				Amount Played	Amount Won	Net Wagering Activity	Funds In	Funds Out	Net Terminal Income	NTI Tax	State Share	Municipality Share
St. Charles	A'Salute' Inc.	160702452	5	\$2,091,601.88	\$1,923,949.67	\$167,652.21	\$577,279.00	\$409,626.79	\$167,652.21	\$50,296.35	\$41,913.65	\$8,382.70
St. Charles	ALIBI BAR & GRILL LTD.	150704430	5	\$448,186.83	\$410,300.14	\$37,886.69	\$160,719.00	\$122,831.26	\$37,887.74	\$11,705.71	\$9,819.24	\$1,886.47
St. Charles	Alley 64, INC.	160702383	6	\$42,761,892.01	\$39,539,960.48	\$3,221,931.53	\$14,247,417.00	\$11,025,410.82	\$3,222,006.18	\$1,043,437.95	\$882,337.43	\$161,100.52
St. Charles	BK & MM VENTURES LLC	160702415	6	\$32,764,970.07	\$30,172,986.15	\$2,591,983.92	\$9,779,666.00	\$7,187,552.84	\$2,592,113.16	\$837,621.95	\$708,016.01	\$129,605.94
St. Charles	BRANDON WAYNE ENTERPRISES LLC	220701804	4	\$64,170.32	\$57,694.66	\$6,475.66	\$26,132.00	\$19,656.34	\$6,475.66	\$2,201.72	\$1,877.94	\$323.78
St. Charles	C&A Management Group LLC	200702748	6	\$5,813,722.16	\$5,333,497.74	\$480,224.42	\$2,059,890.00	\$1,579,635.08	\$480,254.92	\$163,286.70	\$139,273.96	\$24,012.74
St. Charles	CHARLIE FOX'S PIZZERIA & EATERY LLC	200701085	4	\$496,503.22	\$448,061.81	\$48,441.41	\$170,155.00	\$121,713.31	\$48,441.69	\$16,470.46	\$14,048.35	\$2,422.11
St. Charles	Chums Shrimp Shack LLC	220700319	3	\$66,621.36	\$61,268.38	\$5,352.98	\$27,394.00	\$22,041.02	\$5,352.98	\$1,820.00	\$1,552.36	\$267.64
St. Charles	CMB STC LLC	220700705	6	\$1,194,357.34	\$1,103,759.76	\$90,597.58	\$433,092.00	\$342,494.42	\$90,597.58	\$30,803.26	\$26,273.36	\$4,529.90
St. Charles	CRAZY FOX, LLC	170701805	6	\$9,182,578.26	\$8,356,331.16	\$826,247.10	\$2,870,764.00	\$2,044,516.64	\$826,247.36	\$275,376.35	\$234,063.83	\$41,312.52
St. Charles	DAWN'S CAFE, LTD.	160702454	2	\$971,673.92	\$891,880.95	\$79,792.97	\$314,384.00	\$234,589.68	\$79,794.32	\$24,302.84	\$20,313.09	\$3,989.75
St. Charles	DAWN'S VOODOO ROOM, LTD.	170702226	3	\$131,639.05	\$114,092.97	\$17,546.08	\$48,098.00	\$30,551.92	\$17,546.08	\$5,263.94	\$4,386.62	\$877.32
St. Charles	EL ELLE SEA, LLC	210701595	6	\$5,365,027.08	\$4,906,541.82	\$458,485.26	\$1,691,282.00	\$1,232,774.89	\$458,507.11	\$155,892.68	\$132,967.28	\$22,925.40
St. Charles	GOLREN ENTERPRISES, INC.	160703386	5	\$2,363,441.27	\$2,169,177.13	\$194,264.14	\$822,559.00	\$628,294.86	\$194,264.14	\$58,279.92	\$48,566.66	\$9,713.26
St. Charles	H & C HOSPITALITY, LLC	210703536	6	\$764,091.00	\$688,013.71	\$76,077.29	\$240,283.00	\$164,205.71	\$76,077.29	\$25,866.34	\$22,062.46	\$3,803.88
St. Charles	HDF Entertainment, LLC	180702511	5	\$2,024,379.17	\$1,843,635.36	\$180,743.81	\$702,564.00	\$521,820.19	\$180,743.81	\$59,890.90	\$50,853.73	\$9,037.17
St. Charles	HEALTH NUTS, LTD.	180702391	5	\$7,043,064.52	\$6,405,010.40	\$638,054.12	\$2,475,917.00	\$1,837,862.88	\$638,054.12	\$213,135.43	\$181,232.52	\$31,902.91
St. Charles	Jay's & N Inc.	190704088	6	\$7,533,538.78	\$6,930,081.15	\$603,457.63	\$2,154,372.00	\$1,550,914.37	\$603,457.63	\$205,176.05	\$175,003.09	\$30,172.96
St. Charles	KILLOUGH LLC	160702650	4	\$323,128.13	\$297,527.05	\$25,601.08	\$127,669.00	\$102,067.92	\$25,601.08	\$7,680.48	\$6,400.40	\$1,280.08
St. Charles	L. A. MANSON CORPORATION	160703156	6	\$10,826,771.87	\$9,845,991.45	\$980,780.42	\$3,398,934.00	\$2,418,153.58	\$980,780.42	\$319,084.59	\$270,045.27	\$49,039.32
St. Charles	MARK VII HOSPITALITY LIMITED	170702225	6	\$32,330,838.67	\$29,735,230.34	\$2,595,608.33	\$9,271,364.00	\$6,675,729.17	\$2,595,634.83	\$854,222.33	\$724,440.36	\$129,781.97
St. Charles	NLHM Inc.	160702847	6	\$7,771,289.52	\$7,093,750.15	\$677,539.37	\$2,171,368.00	\$1,493,809.06	\$677,558.94	\$221,852.25	\$187,974.11	\$33,878.14
St. Charles	Northwoods Pub & Grill Inc.	160702493	5	\$26,717,294.05	\$24,370,419.00	\$2,346,875.05	\$8,834,552.00	\$6,487,676.95	\$2,346,875.05	\$759,838.23	\$642,494.27	\$117,343.96
St. Charles	Onesti Entertainment Corporation	160703007	6	\$1,375,862.75	\$1,285,265.54	\$90,597.21	\$405,815.00	\$315,183.79	\$90,631.21	\$30,814.78	\$26,283.22	\$4,531.56
St. Charles	Panman, LLC	160703257	5	\$20,167.79	\$17,246.68	\$2,921.11	\$8,129.00	\$5,207.89	\$2,921.11	\$876.43	\$730.36	\$146.07
St. Charles	Pub 47 St Charles Inc.	180700422	5	\$451,127.23	\$407,893.79	\$43,233.44	\$150,077.00	\$106,843.56	\$43,233.44	\$12,970.29	\$10,808.58	\$2,161.71
St. Charles	Ram Restaurant Group Inc.,	180700820	5	\$332,529.45	\$302,216.78	\$30,312.67	\$121,311.00	\$90,998.02	\$30,312.98	\$9,094.21	\$7,578.51	\$1,515.70
St. Charles	Riverside Pizza, Inc.	160702553	5	\$18,008,022.20	\$16,479,599.64	\$1,528,422.56	\$5,781,800.00	\$4,253,090.62	\$1,528,709.38	\$501,966.46	\$425,530.92	\$76,435.54
St. Charles	SAINT CHARLES SPORTS, LLC	160702605	5	\$19,686,473.11	\$18,069,232.05	\$1,617,241.06	\$5,826,970.00	\$4,209,727.88	\$1,617,242.12	\$524,933.84	\$444,071.58	\$80,862.26
St. Charles	SALERNO AND SONS, INC.	200701673	3	\$677,172.77	\$616,483.52	\$60,689.25	\$207,817.00	\$147,127.60	\$60,689.40	\$20,634.57	\$17,600.08	\$3,034.49
St. Charles	SCMC ENTERPRISES, INC.	190702660	5	\$429,329.73	\$388,479.33	\$40,850.40	\$170,656.00	\$129,805.40	\$40,850.60	\$13,878.47	\$11,835.91	\$2,042.56
St. Charles	St. Charles Lodge No. 1368, Loyal Order of Moose	160802392	6	\$9,633,378.77	\$8,746,290.94	\$887,087.83	\$3,297,583.00	\$2,410,495.07	\$887,087.93	\$281,896.90	\$237,542.19	\$44,354.71
St. Charles	TAP HOUSE GRILL ST. CHARLES, LLC	170702248	6	\$14,854,990.88	\$13,726,029.66	\$1,128,961.22	\$4,656,880.00	\$3,527,916.45	\$1,128,963.55	\$374,700.54	\$318,252.09	\$56,448.45
St. Charles	YUMMY PLACE BURRITO LOS ASADEROS INC.	190700390	5	\$2,808,291.75	\$2,558,302.23	\$249,989.52	\$799,979.00	\$549,989.48	\$249,989.52	\$84,996.84	\$72,497.32	\$12,499.52
REPORT TOTAL:		34 Establishments	172	\$267,328,126.91	\$245,296,201.59	\$22,031,925.32	\$84,032,871.00	\$62,000,315.46	\$22,032,555.54	\$7,200,269.76	\$6,098,646.75	\$1,101,623.01

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item Number: 5. *a

Title:

Recommendation to approve Street Parking Closures for the “Paint the Riverside Event” being held by the St. Charles Arts Council on Saturday, May 13, 2023.

Presenter:

Police Chief Keegan

Meeting: Government Operations Committee**Date:** February 6, 2023

Proposed Cost: \$1,045.17 (PW)

Budgeted Amount: \$

Not Budgeted: ☐**Executive Summary** *(if not budgeted please explain):*

The St. Charles Arts Council is requesting the following street closure of Riverside Ave. from Main St. to Illinois Ave. for a street repainting event taking place on Saturday, May 13, 2023. The street closure will be intermittent for the duration of the event which includes the show set-up and takedown:

- On Friday, May 12th, the road is proposed to be closed from 5 a.m. – 8 a.m. for power washing by the city’s Public Services division.
- On Saturday, May 13th the road is proposed to be closed from 7 a.m. until 2 p.m., at which time the roadway will then be re-opened to the public.
- Over the course of these 2 days, “No Parking” signs on barricades would be placed on Riverside Ave. for the hours in which the closures are requested.

Event volunteers will be primarily responsible for closing and opening the roadway by use of the Public Services barricades requested. Police; if available, will assist with this process as well.


PLEASE NOTE: This special event is being recommended for approval with the caveat that all approvals are contingent upon any governmental sanctions regarding public gatherings, social distancing, etc., pertaining to COVID-19.

Attachments *(please list):*

None

Recommendation/Suggested Action *(briefly explain):*

The Police Department recommends approval of City street closures for the 2023 St. Charles Arts Council “Paint the Riverside” Event.

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item Number: 6. a
	Title:	Funding Request from the St Charles History Museum in the Amount of \$50,000 in the FY 2023-2024 City Budget.	
	Presenter:	Bill Hannah, Director of Finance Steve Gibson (Board President St. Charles History Museum)	
Meeting: Government Operations Committee		Date: February 6, 2023	
Proposed Cost: \$50,000		Budgeted Amount: \$ TBD	Not Budgeted: <input type="checkbox"/>
<p>Executive Summary <i>(if not budgeted please explain):</i></p> <p>Representatives of the History Museum will appear before the Government Operations Committee and present results of operations for the past year and outline relevant activities planned for its upcoming year of operations. Consistent with prior years, this presentation is being done prior to the finalization of the budget. Budget discussions are currently ongoing and Committee feedback provided from the annual presentation will be reflected in the budget presented for discussion and approval.</p> <p>Historically, the History Museum has received an allocation from the Hotel Motel Tax revenue stream. In FY 2018-19 the History Museum presented a proposed five-year plan to allow the History Museum to undertake additional initiatives and programs and increased funding to \$42,000 to allow that plan to be implemented. The five-year plan contemplated the following incremental annual funding increases:</p> <ul style="list-style-type: none"> • 2019-2020: \$44,000 (granted by City Council in spring, 2019) • 2020-2021: \$46,000 • 2021-2022: \$45,000 • 2022-2023: \$50,000 <p>The City Council agreed to consider these funding increases as part of the annual budget process each year based on the results achieved. The Council granted the 2022-2023 funding request of \$50,000 during last year's budget process.</p> <p><i>The History Museum is requesting FY 2023-2024 funding in the amount of \$50,000, which is the same as the funding received for FY 2022-23.</i> Staff is seeking direction as to whether the Committee is agreeable to recommend approval of the funding request in the amount of \$50,000.</p>			
<p>Attachments <i>(please list):</i></p> <p>History Museum Funding Presentation</p>			
<p>Recommendation/Suggested Action <i>(briefly explain):</i></p> <p>Seeking Direction as to Whether to Include a Funding Request from the St Charles History Museum in the Amount of \$50,000 in the FY 2023-2024 City Budget.</p>			



CITY PRESENTATION 2023

Presented by:
Steve Gibson - Board President
February 6, 2023

MEET THE BOARD

2023 Officers

Steve Gibson, President
Mary Lynn Swanson, Vice President
Mike Corbett, Past President
Pat Pretz, Secretary
Tom Anderson, Treasurer

2023 Directors

Joyce Cregier
John Glenn
Brian Henry
Carol Patterson, Education Chair
Darlene Riebe, Fundraising Chair
Kathy Brens, Member Emeritus
Bob Matson, Member Emeritus

City Liaison

Ald. David A. Pietryla

OUR MISSION

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

OUR VALUES

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.

Community: The Museum is committed to serving the community of St. Charles, its residents, and visitors, by providing diverse historical perspectives.

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.

Education: The Museum is committed to engaging residents and visitors in our collective past through exciting and interactive exhibits, events, and programs.

Research: The Museum is committed to providing resources for local historical research.

OUR 2022 ACCOMPLISHMENTS

- Completed installation of **enhanced security measures** to provide additional collection and staff protection
- Funded additional hours for **Collections Manager** position
- Continued our well-received **VIP events**, including a presentation by **Ron Ziegler on Hotel Baker**

More...

OUR 2022 ACCOMPLISHMENTS

- **Radical Souls: The 19th Century Spiritualists of St. Charles** – Our latest exhibit, opened to rave reviews from the public in early October.
- Partnered with **Pollyanna Brewing** for the entire month of July, raising money through a series of Bike Rides and a Trivia Night
- Received a \$2,500 grant from the **St. Charles Kiwanis** to use towards children's programming at the museum
- **Continued Collaboration with the St. Charles Public Library on Junior Historians virtual programming**

More...

OUR 2022 ACCOMPLISHMENTS

- **Grave Reminders** – We sold out this event at the North Cemetery in October. We had more than 80 attendees, as well as volunteers portraying 12 different historical figures from St. Charles' History. The program was reprised the following weekend indoors at Steel Beam Theatre to accommodate those who could not attend an outdoor event .
- **We celebrated “It’s A Wonderful Life In St. Charles – 70s Edition” at St. Charles Country Club on December 9th.** Attendance was up more than 10% from last year’s event and we exceeded our fundraising goals.

SNEAK PEAK OF 2023

Continue work on
Collection



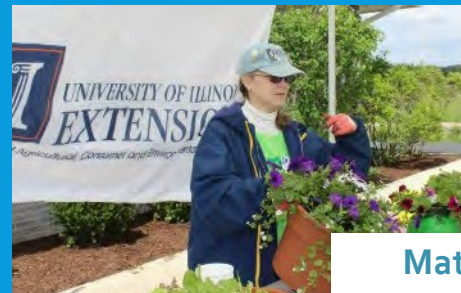
New Guided Walking Tours
throughout summer



Return of *History
Mystery Restaurant
Walk* this fall



New Children's Programming
including *Packing for Prairie Life*

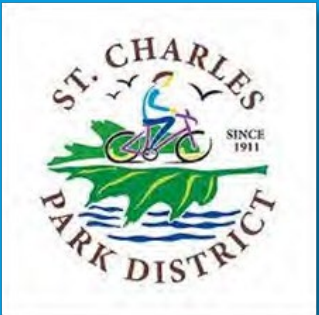


Mater Gardener Illinois Ext.
Landscaping Redevelopment

Holiday Gala Fundraiser
December 8, 2023



OUR COMMUNITY PARTNERS



HOLIDAY GALA FUNDRAISER

FRIDAY, DECEMBER 9TH AT ST CHARLES COUNTRY CLUB

- Total Raised: ~\$27,000
- 10% higher attendance than 2021
- 2023 date: Friday, December 8th



THANK YOU TO OUR 2022 SPONSORS!



THANK YOU TO ALL OUR VOLUNTEERS!



STAFF

Staff at the beginning of 2022:

- Full Time Executive Director
- Part Time (10 hrs/week)
Museum Assistant

2022 Payroll Budget
\$84K

Staff at the end of 2022:

- Full Time Executive Director
- Part Time (25 Hrs/week)
Collections Manager

2023 Payroll Budget
\$96K

TOTAL EXPENSES

2022

Budgeted Expenses – \$152K
Actual Expenses – \$165K

This was due mostly to increases in hours for our Collections Manager, as well as higher utility costs.

Additional expenses were also incurred due to higher than expected inflation in almost all sectors.

2023

Expense Budget
\$175K

TOTAL REVENUE

2022

Budgeted Revenue – \$154K
Actual Revenue – \$173K

This was due mostly to significant increases in Memberships and Donations, as well as the success of our annual Holiday Gala, which exceeded projections by \$9K

2023

Revenue Budget
\$185K

FISCAL PERFORMANCE

We did not meet our Budget projections in 2022 because:

- Staffing increases mid-year
- Significant inflation pressures in all sectors



We *will* meet our Budget projections in 2023 because:

- We have improved our Membership retention
- We are adding significant new benefits for members
- We are going to do even better at our annual Holiday Gala
- Inflation pressures are easing, making forecasting less complex

The St. Charles History Museum is asking The City of St. Charles for \$50,000 for the 2023-2024 Fiscal Year, so that we can continue serving the community as we have for 90 years.


WE'RE ASKING

The St. Charles History Museum is asking
The City of St. Charles for \$50,000 for the
2023-2024 Fiscal Year.

The same as last year, so that we can
continue serving the community as we
have for 90 years.

THANK YOU! QUESTIONS?



	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 6. b
	Title:	Funding Request from the St Charles Business Alliance in the Amount of \$698,600 for Fiscal Year 2023-2024	
	Presenter:	Bill Hannah, Director of Finance Jenna Sawicki, Executive Director, St Charles Business Alliance	
Meeting: Government Operations Committee		Date: February 6, 2023	
Proposed Cost: \$698,600		Budgeted Amount: \$TBD	Not Budgeted: <input type="checkbox"/>
Executive Summary <i>(if not budgeted please explain):</i> <p>Attached is a funding request from the St Charles Business Alliance (SCBA) for fiscal year 2023-2024. The request is in the amount of \$698,600 and is comprised of funding from two sources: \$265,000 of anticipated proceeds of SSA 1B and the remaining \$433,600 would be taken from the City's General Fund. Traditionally, the General Fund contribution has been funded from the Hotel Motel Tax revenues. The funding requested remains the <u>same</u> as was approved for the current FY 2022-23 funding cycle.</p> <p>The 2023-2024 year represents the fifth year of the SCBA's existence. The combination of the former Downtown St Charles Partnership and the Greater St Charles Convention and Visitor's Bureau was completed in the summer of 2019.</p> <p>Representatives of the SCBA will be present at the Committee meeting to highlight the activities of the SCBA over the past year as well as outline upcoming events and initiatives for the upcoming fiscal year.</p> <p>Staff will be seeking feedback and direction from the Committee as to the amount of funding to include in the proposed 2023-2024 fiscal year budget draft.</p>			
Attachments <i>(please list):</i> Funding Request Memo SCBA 2023-2024 Fiscal Year Budget SCBA PowerPoint Presentation			
Recommendation/Suggested Action <i>(briefly explain):</i> Seeking Feedback and Direction Related to a Funding Request from the St Charles Business Alliance in the Amount of \$698,600 for Fiscal Year 2023-2024.			

Date: 01.26.2023

To: Heather McGuire, City Administrator & Bill Hannah, Dir of Finance to the City of St Charles

From: Jenna Sawicki, The St Charles Business Alliance Executive Director

Subject: St Charles Business Alliance Funding for FY 23-24

This communication is to request funding in the amount equal to 100% of total SSA-1b funds (\$265,000) and \$433,600 of the Hotel Motel Funds/ General Funds. The Alliance requests funding at this amount to fund the planned operations which drive our purpose which includes:

- Continuing work as the City's Destination Marketing organization (DMO)
- Event growth, expansion, and execution
- Hotel and tourism promotion
- St Charles Business community coordination and facilitation

The Alliance's total budget for fiscal year 2022-2023 is \$895,600 based on proposed request of all the SSA funds, projected at \$265,000 and our portion of the Hotel Motel/ General Funds tax of \$433,600. This total is the same amount requested from the past year.

Respectfully,

A handwritten signature in black ink that reads "Jenna Sawicki". The signature is written in a cursive style with a large, sweeping initial "J".

Jenna Sawicki
Executive Director
St Charles Business Alliance

	2022-2023 approved budget	2023-2024 working budget
Ordinary Income/Expense		
Income		
4000.00 · Operations Income		
4001 · Hotel	436,600	433,600
4002 · SSA-1B Revenues	262,000	265,000
4005 · Investor Contributions		
4005.40 · Investor Contributions-Other		
Total 4005 · Investor Contributions		
4500 · Interest Revenues	700	4,000
Total 4000.00 · Operations Income	699,300	702,600
4100.00 · Committee Income		
4600 · PPP		
4170 · Visitor's Guide		
Total 4100.00 · Committee Income		
Total Income	699,300	702,600
Gross Profit	699,300	702,600
Expense		
5000 · Operations Expense		
5005 · Accounting Services	17,400	17,400
5030 · Equipment Leasing & Rental	2,500	2,500
5040 · Insurance & Bonding		
5040.10 · General Liability	17,000	15,000
5040.20 · Workers Compensation Insurance		
5040.30 · Auto Insurance		
5040.40 · D&O	-	
Total 5040 · Insurance & Bonding	17,000	15,000
5041 · Interest Expense	100	
5042 · IT Support / Web Hosting	19,000	20,000
5043 · Legal and HR	6,000	6,000
5050 · Office Supplies	7,000	7,000
5053 · Outside Services		
5055 · Program Participation Fees	1,500	2,500
5060 · Personnel		
5060.10 · Salaries and Payroll Expense	502,640	521,806
5060.20 · Employee Benefits	30,000	45,300
5060.25 · Payroll Processing Fees		
5060.30 · Payroll Tax Expense	34,500	38,000
5060.35 · Temp Worker Expense	\$3,500	3,500
5060.99 · Payroll Allocation - Events	(156,000)	(163,500)
Total 5060 · Personnel	414,640	445,106
5075 · Professional Developmt/Travel		
5085 · Software/Technology Fees	16,000	16,000
5110 · Annual Meeting Expense	0	-
5115 · Annual Report		
5120 · Bank Service Charges	400	400
5124 · Depreciation Expense	3,600	3,200
5125.00 · Dues, Memberships	300	300
5165 · Postage	300	300
5180 · Repairs & Maintenance	1,000	1,000
Total 5000 · Operations Expense	506,740	536,706
6000 · Committee Expenses		
6010 · Business Development/Education		
6010.10 · Booth Fees	12,000	15,000
6010.20 · Marketing Materials	18,000	11,000
6010.30 · Signage/Awning Program	8,000	8,000
6010.35 · Professional Development	5,000	8,000
6010.40 · Workshops & Training (Bus. Exc)	1,500	2,000
Total 6010 · Business Development/Education	44,500	44,000
6020 · Marketing & Promotion		
6020.10 · Advertising	46,000	40,000

	2022-2023 approved budget	2023-2024 working budget
6020.30 - Branding		
6020.50 - Kiosks	-	2,000
6020.60 - Photography	1,500	2,000
6020.53 - Marketing video influnecer	13,000	10,000
6020.90 - Visitors Guide/ Resturant guide	8,000	16,000
Total 6020 - Marketing & Promotion	68,500	70,000
6030 - Organization		
6030.10 - Stakeholders Engagement	2,000	2,000
6030.20 - Volunteer Appreciation	3,500	3,500
Total 6030 - Organization	5,500	5,500
Total 6000 - Committee Expenses	118,500	119,500
Total Expense	625,240	656,206
Net Ordinary Income	74,060	46,394
Other Income/Expense		
Other Income		
7000 - Event Income		
7010 - Booth Fees	58,000	53,000
7020 - Parade Entry Fees	15,000	15,000
7030 - Event Sponsorship	95,000	125,000
7040 - Jury Fees	0	
7051 - Ravenswood Sponsorship	0	
7060 - Carnival		
7070 - Food Vendor		
7080 - Merchant	-	
Total 7000 - Event Income	168,000	193,000
Total Other Income	168,000	193,000
Other Expense		
7500 - Event Expenses		
7505 - Advertising	30,000	25,000
7510 - Artist's Awards	11,000	9,500
7515 - Artist's Lunches	3,000	3,000
7520 - Banners	10,000	8,500
7525 - City Services	38,000	38,000
7529 - Festival Fees		
7530 - Float Awards		
7535 - Judges	800	700
7540 - Logistics	4,000	4,000
7545 - Marketing	11,000	11,000
7550 - Miscellaneous	4,000	4,000
7555 - Music/Entertainment	15,000	15,000
7560 - Outside Services	18000	18,000
7565 - Parade Paid Elements	20,000	20,000
7570 - Purchase Award Program		
7573 - Payroll Allocation	156,000	163,500
7574 - Ravenswood Management Fees	0	
7575 - Repairs & Maintenance	1,000	
7580 - Security	3,000	1,500
7582 - Tree Trail	1,500	-
7585 - Tents	6,500	11,000
7595 - Volunteer Expenses	1,000	1,500
7600 - Video/Photography	3,500	4,000
Total 7500 - Event Expenses	337,300	338,200
Total Other Expense	337,300	338,200
Net Other Income	(169,300)	(145,200)
Net Income	(95,240)	(98,806)



ST. CHARLES
DISCOVER YOUR CITY SIDE



DESTINATION MARKETING ORGANIZATION (DMO)

We are an organization dedicated to promoting St. Charles with the cooperation and support of the City of St. Charles.

DMO's play a key role in the long-term development of a destination, by formulating an effective marketing and tourism strategy.

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
Senior Manager of Tourism & Sales



Amy Curione
Events Manager



Jessica Hudec
Marketing Manager



Nate Wendt
Business Development & Tourism Specialist



Rachael Garland
Digital Marketing Strategist



Nick Lowe
Marketing Content Coordinator



Susan Stark
Events & Finance Admin

BOARD OF DIRECTORS

Chris Woelffer	Rowena Salas
Kimberley Mercado	Heather McGuire
Holly Cabel	Nick Smith
Joe Klein	Drew Kotche
John Hughes	Ryan Bongard
Kim Lamansky	Jill Card
Amber Grove McKee	Brain McNally
Steve Martin	Sam Barakat
	Phoebe Falese



COMMITTEE ORGANIZATIONS

Alliance Committees

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

Event Committees

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

MARKETING & PROMOTIONS COMMITTEE ACHIEVEMENTS

- Social Media
 - 4,000+ new followers, 3.3 Million+ impressions
 - Launched a free social media audit program for businesses
 - Completed audits for four local businesses
 - Began growing Pinterest following through pins
- Print Materials
 - Redesigned Brew Tour Rack Cards
 - Created Meeting & Events Planning Guide
 - Revamped St. Charles Dining Guide
- Influencer Program
 - Collaborated with ten influencers
 - Ex: Xi Marquez on TikTok Day Trip Reel: 478.8k views



MARKETING & PROMOTIONS COMMITTEE ACHIEVEMENTS

- Newsletter
 - Launched the new Explore St. Charles newsletter
 - Continued the “What’s Up St. Charles” to promote local happenings
- Podcast
 - 4,500+ listens, reached 75,800+ people on social media
 - Launched new podcast segment: Nick and Nate Update
- Worked with local photographers to gather more local content
 - Summer, Fall, Winter, and Lifestyle
- GIFs
 - Launched 40+ GIFs that have reached over 4 Million people

New!
Nick & Nate
Update



**NEW GIFS FOR
ST.CHARLES**



MARKETING COMMERCIALS

Holiday Campaign Commercial

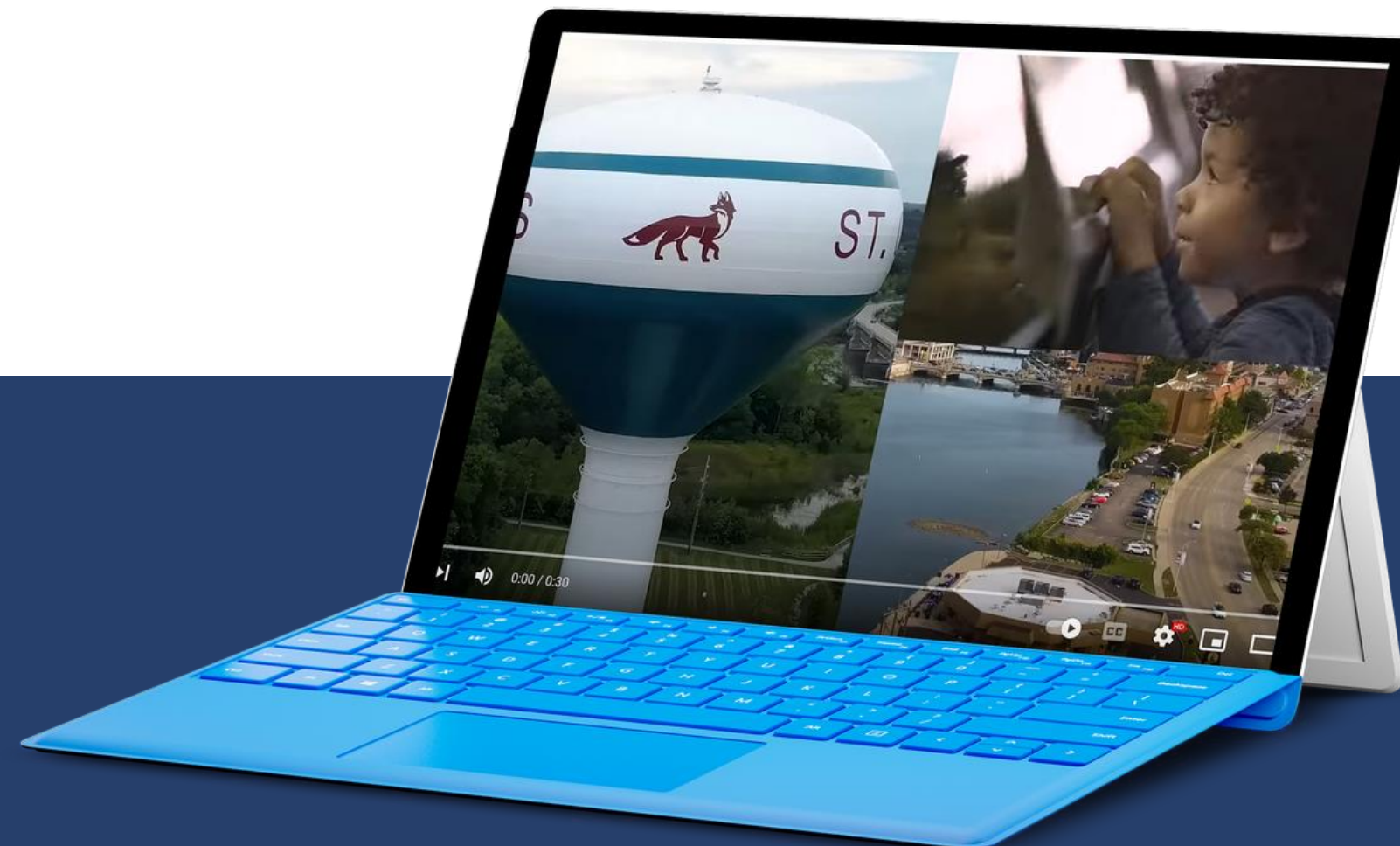
- Facebook Numbers: Reached over 65,000 people
- Google Numbers: 29,900 views
- YouTube Numbers: 2,100 views
- Comcast & AT&T Numbers: 330 total plays, 133,353 impressions on Cable, 41,900 impressions streaming, and 37,075 impressions from phone or tablet.

Spring/Summer Commercial

- 207,231 household impressions, 39,133 streaming impressions
- Youtube Numbers: 3,127 views

Fall/Winter Commercial

- YouTube Numbers: 1,773 views
- 36,280 streaming impressions



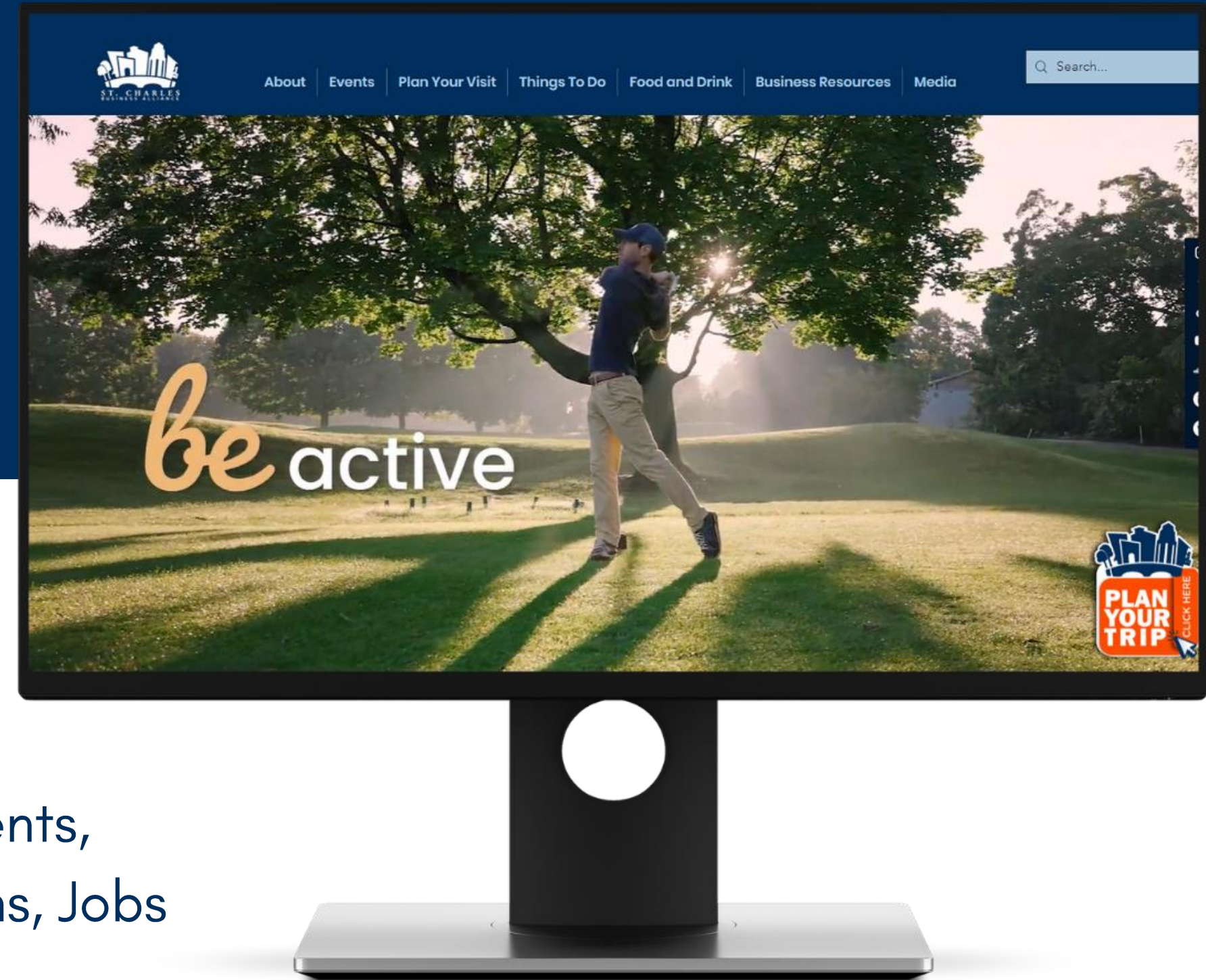
FALL & WINTER COMMERCIAL

<https://youtu.be/EFtV0wHRrl4>



WEBSITE UPDATES

- 64,315 website sessions in 2022
 - +100,186 sessions on our event websites
- Top Pages:
 - Restaurant Week, Live Music, Things to Do, Events, Food, Restaurants, Brew Tour, Accommodations, Jobs
- New Pages:
 - Murals, Sustainable Travel, STC Six, Social Media Audits, Blog, News, Happy Hour Hub, Trivia
- Improving User Experience
 - Search Bar, New Search Filters



Q Search...



About

Events

Plan Your Visit

Things To Do

Food and Drink

Business Resources

Media



be entertained



NBC CHICAGO TODAY SEGMENT

Collaborated with Chicago Today to have a live segment and commercial that highlighted downtown St. Charles, the STC Six, and our new murals.

- Reached 78,000+ viewers
- Chicago Today Facebook Post:
- Reached 19,960+ people





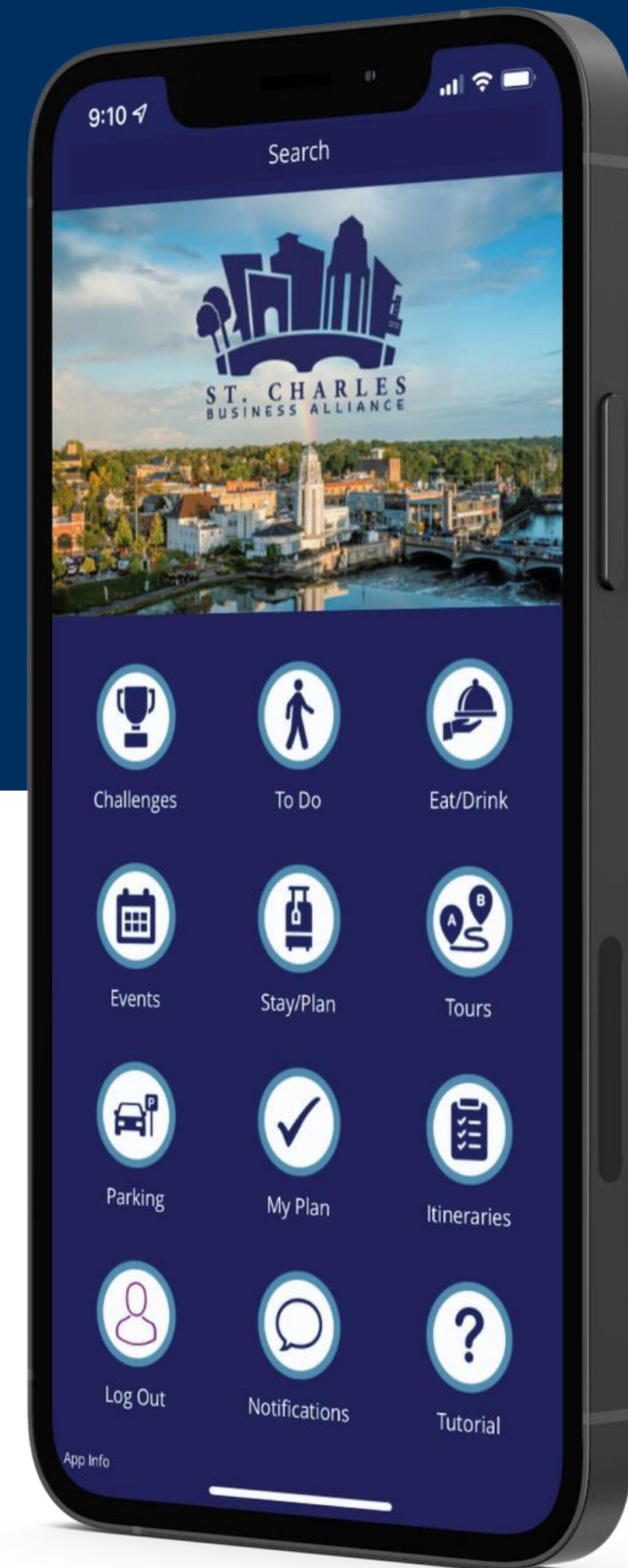
BLOOM IN ST. CHARLES MURAL LAUNCH

Launched 5 new Murals

- Collaborated with New York based muralist, Steffi Lynn
- Added them to our Instagrammable Tour on our app
- Featured them in our NBC Segment
- Created an interactive filter on Instagram

TRAVEL ST. CHARLES APP/WIDGET

- The App has reached over 3,200 downloads
- Launched 4 new tours on Travel St. Charles App
 - St. Charles Historic Walking Tour
 - Public Arts Tour
 - Instagrammable Spots Tour
 - Made in St. Charles Tour
- Launched a new parking feature on the app
- Launched several new searchable drop-down filters
- Fitness, Trails, Fox River, and Arts & Culture



MARKETING GOALS

2023-2024

- Increase collaborations with community groups on the Travel St. Charles App
- Create and distribute a new Visitor's Guide
- Work with Love Creative for River feature video
- Increase Influencer Marketing by hiring high-level influencers to reach different demographics
- Spring Launch
 - Ecotourism, Wellness Tourism, Immersion Tourism
- Social Media Business Audits to help 12 businesses
- Continue creating high-quality videos that showcase St. Charles



ORGANIZATION COMMITTEE

Programming:

- Volunteer Recruitment
- Volunteer Retention
- Business Engagement Sponsorship
- Employee Handbook
- Staff onboarding





BUSINESS DEVELOPMENT AND SALES COMMITTEE

- Broker Coffee and outreach
- Worked with CTM to get out Visitors Guide, event, and hotel information
- Gave out 5 Store Front Improvement Grants
- Outreach to major St. Charles employers/sales meeting planners
- New businesses engagement
- Conducted retention visits with established businesses
- Nominations for Enjoy Illinois's "Illinois Made"

MADE IN ST. CHARLES

Launched our “Made in St Charles” program

- Mad Batter Bakery
- Smitty's on thew Corner
- Broken Brix Winery & Cider
- Gindo's Spice of Life
- Magnolia Soap
- Campbell Creations



BROKEN BRIX MADE IN ST. CHARLES, IL

<https://youtu.be/F4KZtadhnNk>



SALES TEAM UPDATE AND ACCOMPLISHMENTS

Local Work:

- Collaborated with Park District for Sports, events Fox River
- Hosted summer Broker Tour in conjunction with the City
- Had a booth at the Fox Valley Marathon
- Hosted a downtown St. Charles business owner mixer
- Frequent visits to hotels to check in and offer support and information.
- Met with Bison Gear, Olcott Plastics and Wise Plastics

National Hospitality Industry Shows:

- Small Market Meetings in Wichita, one on one meetings with 50 meeting planners across the country
- Travel & Adventure Show, Rosemont, IL
 - Over 35,000 attendees
 - Showcased St Charles as a destination with Riverlands Brewing Co.
- Connect Marketplace, Detroit, MI
 - Shared a booth with Q Center in the Illinois aisle.
 - one on one meetings with 60 meeting planners



SALES TEAM UPDATE AND ACCOMPLISHMENTS


RFPs:

- 117 total RFPs were sent out to local hotels

Conference Servicing/Site Visits:

- Created a Meeting & Event Planning Guide to showcase the unique St. Charles venues to event planners.
- Launched the Front Desk Familiarization Program – a program where the Alliance provided St. Charles hotels with coupons to St. Charles restaurants to incentivize Hotel staff to visit St. Charles restaurants and recommend them to guests.
- Conducted one-on-one meetings with St. Charles hotels to gather feedback and inform them of upcoming St. Charles events and information.





SALES TEAM GOALS 2023-2024

- Drive eco-friendly tourism and promoting St. Charles' natural amenities
- Work alongside the St. Charles Park District to increase sports tourism
- Research travel trends and industry reports
- Grow the Made in St. Charles Program
- Monthly engagement meetings with local commercial brokers
- Monthly visits & communication with St. Charles hotels and stakeholders.
- Maximize our Simpleview CRM to integrate the software
- Capitalize on local shows to promote St. Charles to in-area travelers
- Enhance plan for Wedding Planners
- Attend trade shows where appropriate and applicable



EVENTS

- Fine Art Show
- STC Live!
- Jazz Weekend
- Scarecrow Weekend
- Holiday Homecoming
- Still to come...
 - Restaurant Week, Feb. 20th-24th
 - St. Patrick's Parade, March 11th



2022 Fine Art Show

- *30,000+ Attendees*
- *90+ Artists*
- *60+ Volunteers*
- *100+ Took part in the Patron Program (over 350 registered)*
- *Over 20 St Charles Business specials*



Goals for the 2023 Fine Art Show

- *Grow Patron Program by 10%*
- *Increase Sponsorship by 10%*
- *Expand marketing efforts with NBC*
- *Increase Business participation in promotion efforts highlighting local businesses events*
- *Include more local artist*
- *Work with social media art influencers*





STC Live! 2022

- *28 total performances at 17 different St Charles Venues.*
- Reached 200,000+ people organically online and another 150,000+ people through online ads

Goals for STC Live! 2023

- *Continue collaboration with D303*
- *Increase sponsorship By 10%*
- *Expand footprint of event*
- *Increase local business and community participation*





Jazz Weekend 2022

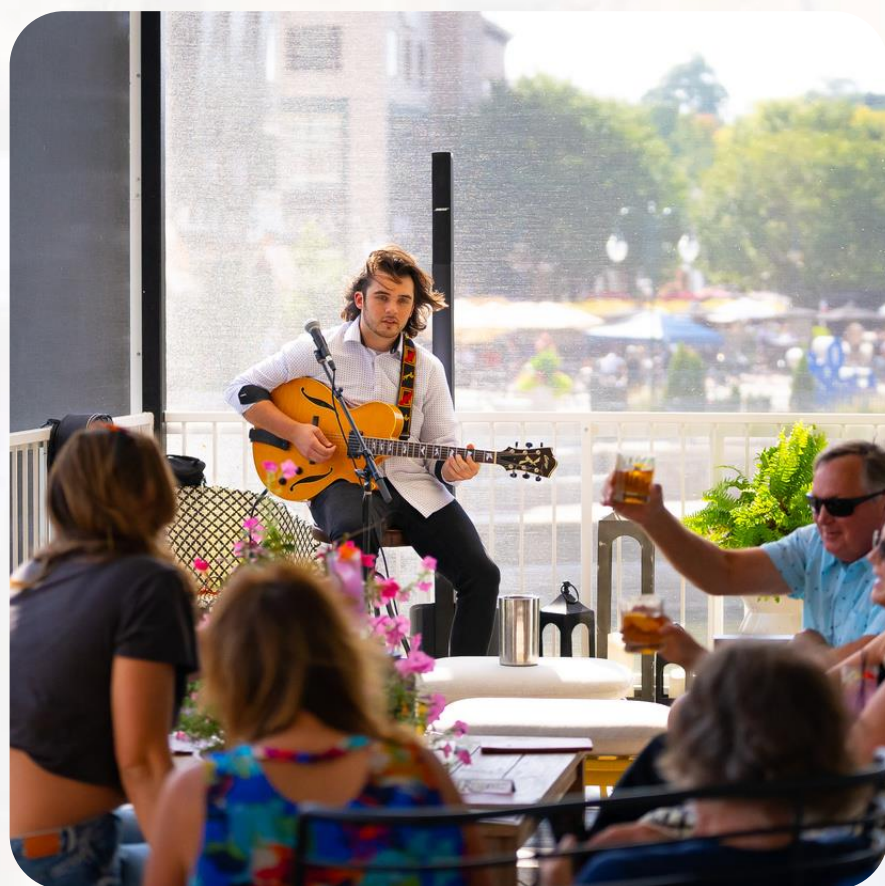
- *27 total performances at 15 different St Charles Venues.*
- *Live-streamed performance online*
- *Reached 96,200 people through online ads*





Goals for Jazz Weekend 2023

- *1st Street Stage hosted several bands and brought activity to Downtown*
- *Partnership with Park District's "Sip and Stroll"*
- *16 venues*
- *29 performances*
- *Promoted event at all hotels with marketing materials*





Scarecrow Weekend 2022



- *90+ community made scarecrows*
- *50+ specials, promotions, and walakable food options from local businesses*
- *70,000 attendees*
- *Added the new Activity Zone on Riverside Ave*
- *Digital advertisements reaches 47k*



Scarecrow Weekend 2022

- *“Our sales were up from last year. Loved having the scarecrows on First Street. Love the idea of spreading things out. The Grab & Go idea was perfect and was exactly what people were looking for!” – Kilwins*
- *“We Celebrated our one-year anniversary yesterday and we had record sales! We were extremely busy the entire weekend – we were making donuts at 3 am to try to keep up!” – Mad Batter Bakery*
- *“Created a lot of new customers for us! Sales were up against last year... a lot of new faces for us. I think having the scarecrows on first street was one of the best ideas ever! I think this by far was the best event for us so far since being here!” – Brunch Café*
- *“We had a great weekend! We did have our scarecrow outside the shop since it's so close to 1st street that way we got customers to see our store. We were up 30% in sales from last year!!” – Magnolia Soap*



Goals for Scarecrow 2023

- *Increase sponsorship by 10% (Year over Year)*
- *Create a flow in the Downtown to see the Scarecrows*
- *Increase community scarecrow entry number*
- *Enhance Scarecrow in a Box*
- *Partner with more community groups and businesses*



Holiday Homecoming 2022

- *Lighting of the lights had over 1,200 attendees*
- *60 Entries for the parade*
- *32,000 parade attendees*
- *100's of Santa visits on the Plaza*
- *800 attendees at the Arcada for movie*
- *Holiday Homecoming ads reached 110,000 people*



Goals for Holiday Homecoming 2023

- *Find more musical entries for the parade*
- *Continue to promote holiday sales and specials from local businesses and encourage more business to submit themed specials for the event*



Restaurant Week

15%* OFF bill of \$20 or more at
Select Restaurants

*Excluding, alcohol, and gratuity &
\$25 Gift Card Raffles



Get ready to Indulge

visit stcalliance.org/restaurantweek
for the list of 40+ participating restaurants

©2022 Mail Shark® www.GoMailShark.com
484-652-7990
*****ECRWSS****
Local Postal Customer

Chance to win
a \$25 gift card to a local,
St. Charles Restaurant

*Excludes alcohol, tax, and gratuity. Bill must be of \$20 or more.

ST. CHARLES
Restaurant Week
Feb 20-24

A collage of food images including a bowl of noodles, a pizza, and meatballs. A QR code is also present.



St. Patrick's Parade, March 11th

- *Opening Ceremony*
- *Leprechaun Treasure Hunt*
- *Photo op*
- *Business promotions*



ST. CHARLES
DISCOVER YOUR CITY SIDE

THANK YOU



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item Number: 6.c

Title:

Recommendation to approve an Ordinance Amending Title 3, “Revenue and Finance,” Chapter 3.36 “Home rule Municipal Retailers’ and Service Occupation Tax,” of the St. Charles Municipal Code

Presenter:

Bill Hannah, Director of Finance

Meeting: Government Operations Committee

Date: February 6, 2023

Proposed Cost: \$

Budgeted Amount: \$ N/A

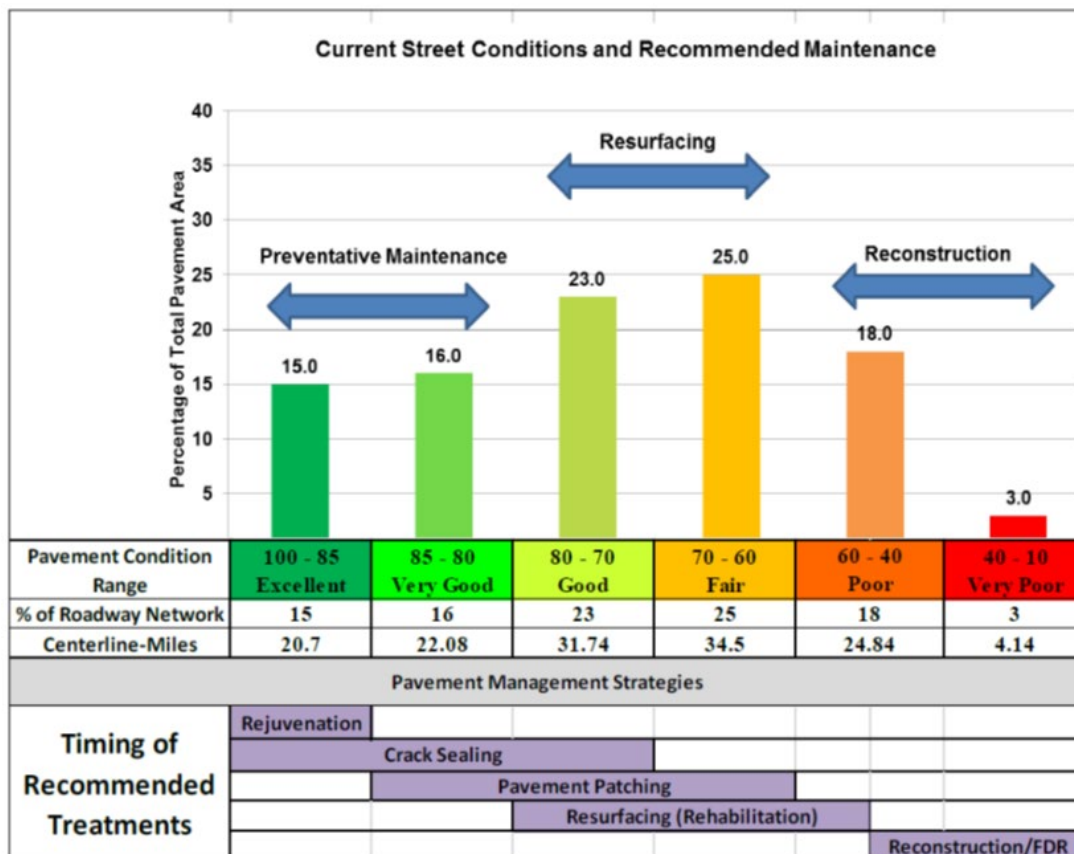
Not Budgeted: ☐

Executive Summary (if not budgeted please explain):

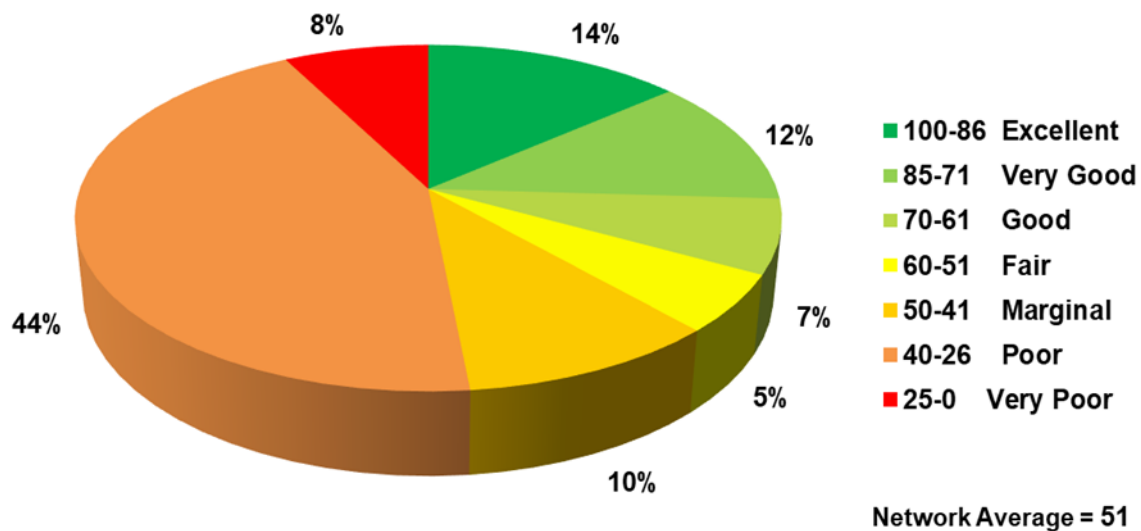
Background

At the City’s budget workshop held on January 23, 2023, City staff presented information on a recent study that was completed by Public Works regarding the current condition of the City’s 138 miles of streets and related infrastructure. This study showed that the overall condition of the City’s streets has significantly decreased over the last five years since the last time a City-wide evaluation was done. The study that was done in 2017 is shown below and the updated 2022 condition is shown on the following page.

2017 Street Condition Study



Street Conditions - Year 2022 At Tested



As the study from 2022 shows, a greater percentage of streets are now in the poor to very poor category. This means the number of streets that will require some form of significant rehabilitation or reconstruction has increased from the number of streets requiring resurfacing. In today's dollars, an average mile of resurfacing costs \$510,000 while an average mile of reconstruction can cost \$1,630,000. This means a significant amount of additional resources are necessary in order to catch up and improve the overall condition of the roadway network.

The City currently has, on average, \$2,900,000 available annually to fund street improvements (can vary on an annual basis). This generally means that the City's improvement cycle for all City streets is roughly 50 years. At this level of road treatment, many roads may require a more expensive improvement treatment after 20-25 years, if not resurfaced during that time. In order to "catch-up" and move the City to a better roadway treatment cycle (i.e. 30-40 years) it is estimated that an annual expenditure level of \$6,500,000 to \$7,100,000 is necessary, leaving a funding gap of at least approximately \$3,600,000 to \$4,200,000 annually.

Options for Addressing Roadway and Related Infrastructure Funding

In order to consider roadway system funding options, the City identified options such as an increase in the local 2-cent fuel tax, establishing a 3% natural gas tax, establishing a 1% local food and beverage tax, increasing the 3% alcohol tax, increasing property taxes or going to referendum to establish a real estate transfer tax. All of the above options, if established or increased at typical rates, would generate only \$450,000 to \$1,500,000 annually.

The other option that the City identified as the most financially impactful was an increase in the local home rule sales tax. Currently, at 1%, an increase in the local home rule sales tax from 1.00% to 1.50%

would generate approximately \$4,400,000 per year. The City's current local home rule sales tax is applicable to most taxable sales in the City, but excludes qualifying food, drugs or titled vehicles as described below by the Illinois Department of Revenue:

- "Qualifying food, drugs, and medical appliances" include:
 - food that has not been prepared for immediate consumption, such as most food sold at grocery stores, excluding hot foods, alcoholic beverages, candy, and soft drinks;
 - prescription medicines and nonprescription items claiming to have medicinal value, such as aspirin, cough medicine, and medicated hand lotion, excluding grooming and hygiene products; and
 - prescription and nonprescription medical appliances that directly replace a malfunctioning part of the human body, such as corrective eyewear, contact lenses, prostheses, insulin syringes, and dentures.
- "Items required to be titled or registered"
 - Include motor vehicles, ATVs, watercraft, aircraft, trailers and mobile homes

The other attribute of the local home rule sales tax that was viewed favorably was that it is estimated that approximately 40% to 60% of the home rule sales taxes paid are paid by non-residents, and that would shift the obligation more to non-residents, which is not the case with some of the other options. The City's local home rule sales tax initially was created in 1994 at 0.25%. It was increased in 1997 to 0.50% and increased again in 2004 to the current 1.0%.

Application of the Additional Local 0.50% Home Rule Sales Tax

During the discussion at the budget workshop on January 23rd City staff indicated that if implemented, the additional revenues from the 0.50% home rule sales tax increase would be restricted by Ordinance to ensure that the funds were used for streets, bridges and related infrastructure. The attached ordinance includes language which states that the funds will be used "for the purpose of funding improvements to the City's road and pedestrian network system, including but not limited to right-of-way improvements and related infrastructure." This definition allows Public Works to effectively implement roadway and related improvements as discussed at the January 23rd meeting.

Implementation

The State of Illinois has two annual deadlines to process changes in any local sales tax rates imposed by local governments. Ordinances must be submitted by April 1 to be effective July 1, or submitted by October 1 to be effective January 1. The attached ordinance is being considered now in order to allow enough time to meet the City's deadlines for implementation on July 1, 2023.

Attachments (please list):

Ordinance Amending Title 3, "Revenue and Finance," Chapter 3.36 "Home rule Municipal Retailers' and Service Occupation Tax," of the St. Charles Municipal Code

Recommendation/Suggested Action (briefly explain):

Seeking a Motion to Approve an Ordinance Amending Title 3, "Revenue and Finance," Chapter 3.36 "Home rule Municipal Retailers' and Service Occupation Tax," of the St. Charles Municipal Code

City of St. Charles, Illinois
Ordinance No. _____

**AN ORDINANCE OF THE CITY OF ST. CHARLES, KANE
AND DUPAGE COUNTIES, ILLINOIS, AMENDING TITLE 3,
“REVENUE AND FINANCE,” CHAPTER 3.36, “HOME RULE MUNICIPAL
RETAILERS’ AND SERVICE OCCUPATION TAX,”
OF THE ST. CHARLES MUNICIPAL CODE**

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

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

Section 1. That Title 3, “Revenue and Finance,” Chapter 3.36, “Home Rule Municipal
Retailers’ and Service Occupation Tax,” of the St. Charles Municipal Code be and is hereby
amended by deleting the same and substituting the following therefore:

3.36.010 – Tax Imposed

A tax is hereby imposed upon all persons engaged in the business of selling tangible personal property, other than an item of tangible personal property titled or registered with an agency of this State’s government, at retail in this municipality at the rate of one and one-half percent (1.50%) of the gross receipts for such sales made in the course of such business while this Ordinance is in effect; and a tax is hereby imposed upon all persons engaged in this municipality in the business of making sales of service, at the rate of one and one-half percent (1.50%) of the selling price of all tangible personal property transferred by such serviceman as an incident to a sale of service. This “Home Rule Municipal Retailers’ Occupation Tax” and this “Home Rule Municipal Service Occupation Tax” may not be imposed on tangible personal property taxed at the rate of one percent (1.0%) under the Retailers’ Occupation Tax Act and the Service Occupation Tax Act.

Of the 1.50% rate imposed by this Section, one-half of one percent (.50%) shall be used for the purpose of funding improvements to the City’s road and pedestrian network system, including but not limited to right of way improvements and related infrastructure.

3.36.020 – Collection – Payment

The taxes hereby imposed, and all civil penalties that may be assessed as an incident thereto, shall be collected and enforced by the Department of Revenue of the State of Illinois. The Department of Revenue shall have full power to administer and enforce the provisions of this Ordinance.

3.36.030 – Filing

The City Clerk is hereby directed to file a certified copy of this Ordinance with the Illinois Department of Revenue on or before April 1, 2023.

3.36.040 – Effective Date

This Ordinance shall take effect on (i) the first day of July next following the adoption and filing of this Ordinance with the Department of Revenue, if filed on or before the preceding April 1st or (ii) the first day of January next following the adoption and filing of this Ordinance with the Department of Revenue, if filed on or before the preceding October 1st.

Section 2. All ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of the conflict, expressly repealed on the effective date of this Ordinance.

Section 3. That after the adoption and approval hereof, the Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

Section 4. If any provision of this Ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

PRESENTED to the City Council of the City of St. Charles, Illinois, this _____ day of _____, 2023.

PASSED by the City Council of the City of St. Charles, Illinois, this _____ day of _____, 2023.

APPROVED by the Mayor of the City of St. Charles, Illinois, this _____ day of _____, 2023.

Lora A. Vitek, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 6. *d

Title:

Motion to Approve the Budget Revisions for January 2023

Presenter:

Finance Director Bill Hannah

Meeting: Government Operations Committee

Date: February 6, 2023

Proposed Cost: \$ -0-

Budgeted Amount:

Not Budgeted: ☐**Executive Summary** (*if not budgeted please explain*):

Budget revisions for January 2023 – Information Only

Attachments (*please list*):

Budget revisions for January 2023

Recommendation/Suggested Action (*briefly explain*)

January 2023

JE TYPE	JE #	BUDGET #	COMPANY	FISCAL YEAR	PERIOD	DATE	ACCT-UNIT	ACCOUNT	AMOUNT	DESCRIPTION
Budget Addition	54	100	1000	2023	9	01/03/2023	220552	54399	\$ 3,500.00	Sewer Asst Program
Budget Addition	54	100	1000	2023	9	01/03/2023	220900	31199	\$ (3,500.00)	Sewer Asst Program
Budget Addition	54	100	1000	2023	9	01/03/2023	100120	52000	\$ 2,472.00	Shirts with City emblem
Budget Addition	54	100	1000	2023	9	01/03/2023	100900	31199	\$ (2,472.00)	Shirts with City emblem
Budget Transfer	54	100	1000	2023	9	01/03/2023	100999	41205	\$ (50,000.00)	Add Cannabis Use Tax Budget
Budget Transfer	54	100	1000	2023	9	01/03/2023	100999	41202	\$ 50,000.00	Add Cannabis Use Tax Budget
Budget Transfer	54	100	1000	2023	9	01/03/2023	100650	54540	\$ (200.00)	Legal Notice Publication
Budget Transfer	54	100	1000	2023	9	01/03/2023	100650	54530	\$ 200.00	Legal Notice Publication
54 Total									\$ -	
Budget Transfer	55	100	1000	2023	9	01/10/2023	100210	54142	\$ 1,500.00	Add'l funds for recruitment
Budget Transfer	55	100	1000	2023	9	01/10/2023	100210	51301	\$ (1,500.00)	Add'l funds for recruitment
Budget Transfer	55	100	1000	2023	9	01/10/2023	210541	56150	\$ 130,000.00	Add'l cost for WA5098
Budget Transfer	55	100	1000	2023	9	01/10/2023	210541	56170	\$ (130,000.00)	Add'l cost for WA5098
Budget Transfer	55	100	1000	2023	9	01/10/2023	220552	56150	\$ 50,000.00	Add'l cost for WW6034
Budget Transfer	55	100	1000	2023	9	01/10/2023	220552	56150	\$ (50,000.00)	Add'l cost for WW6034
55 Total									\$ -	
Budget Transfer	56	100	1000	2023	9	01/11/2023	100210	52000	\$ 3,000.00	Add'l funding required
Budget Transfer	56	100	1000	2023	9	01/11/2023	100210	51301	\$ (3,000.00)	Add'l funding required
Budget Addition	56	100	1000	2023	9	01/11/2023	220552	52805	\$ 5,000.00	Unanticipated sewer breaks
Budget Addition	56	100	1000	2023	9	01/11/2023	220900	31199	\$ (5,000.00)	Unanticipated sewer breaks
56 Total									\$ -	
Budget Transfer	57	100	1000	2023	9	01/13/2023	100300	51401	\$ (1,000.00)	Training Events
Budget Transfer	57	100	1000	2023	9	01/13/2023	100300	51402	\$ 1,000.00	Training Events
Budget Addition	57	100	1000	2023	9	01/13/2023	801300	56001	\$ 13,000.00	Upfitting for 2 Police Vehicles
Budget Addition	57	100	1000	2023	9	01/13/2023	801900	31199	\$ (13,000.00)	Upfitting for 2 Police Vehicles
Budget Transfer	57	100	1000	2023	9	01/13/2023	513500	56150	\$ 24,763.00	Kautz Rd Ph II Engineering
Budget Transfer	57	100	1000	2023	9	01/13/2023	513500	56100	\$ (24,763.00)	Kautz Rd Ph II Engineering
57 Total									\$ -	
Budget Transfer	58	100	1000	2023	9	01/18/2023	220551	56150	\$ 1,500.00	Boiler by-pass project design
Budget Transfer	58	100	1000	2023	9	01/18/2023	220550	54160	\$ (1,500.00)	Boiler by-pass project design
Budget Transfer	58	100	1000	2023	9	01/18/2023	803110	55152	\$ (48,000.00)	Liability settlement
Budget Transfer	58	100	1000	2023	9	01/18/2023	803110	55180	\$ 48,000.00	Liability settlement
58 Total									\$ -	
Budget Transfer	59	100	1000	2023	9	01/20/2023	200521	54110	\$ (260.00)	J.U.L.I.E Fees
Budget Transfer	59	100	1000	2023	9	01/20/2023	200521	54311	\$ 260.00	J.U.L.I.E Fees
Budget Addition	59	100	1000	2023	9	01/20/2023	220552	54311	\$ 1,160.00	J.U.L.I.E Fees
Budget Addition	59	100	1000	2023	9	01/20/2023	220900	31199	\$ (1,160.00)	J.U.L.I.E Fees
Budget Transfer	59	100	1000	2023	9	01/20/2023	100210	52101	\$ 2,000.00	Fund new employee lunches

CITY OF ST. CHARLES

Budget Revision Listing

January 2023

[illegible]

CITY OF ST. CHARLES
Budget Revision Listing

January 2023

JE TYPE	JE #	BUDGET #	COMPANY	FISCAL YEAR	PERIOD	DATE	ACCT-UNIT	ACCOUNT	AMOUNT	DESCRIPTION
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The revisions shown herewith have been approved by the City Council, except as noted below.

Chairman, Government Operations Committee	Date
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Vice Chairman, Government Operations Committee	Date
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Finance Director	Date
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Exceptions:

**AGENDA ITEM EXECUTIVE SUMMARY**Agenda Item number: **7. a**

Title:

Recommendation to approve a Resolution Authorizing an Intergovernmental Agreement between the City of St. Charles and the St. Charles Park District for the Participation in the Intergovernmental Personnel Benefit Cooperative.

Presenter:

Jennifer McMahon, Director of Human Resources

Meeting: Government Operations Committee

Date: February 6, 2023

Proposed Cost: \$0

Budgeted Amount: N/A

Not Budgeted: ☐**Executive Summary** *(if not budgeted please explain):*

The City is a member of the Intergovernmental Personnel Benefits Cooperative (IPBC), which provides health and welfare benefits to City employees. The IPBC is an intergovernmental agency allowing units of local government to band together for the purposes of insurance and is open to municipalities, counties, special districts, and intergovernmental agencies. Its purpose is to provide economies of scale and risk pooling that allows members more financial stability than offered by the commercial insurance market. Members retain the right to create and change their plan design.

The City entered the IPBC in May 2022, as a Tier 3 member (151-300 employees), which allowed the City to continue with the BCBSIL network. The Park District is interested in becoming a member of the IPBC, but would have to enter as a Tier 2 member (51-150 employees) and, per BCBSIL's rules, utilize United Healthcare for 18 months before transitioning back to BCBSIL. In order to address retention and recruitment concerns, as well as employee expectations about maintaining the BCBSIL network, the Park District could enter the IPBC and maintain the BCBSIL network under City sponsorship.

In the spirit of intergovernmental cooperation, the City can sponsor the Park District, provided it results in no extra cost or administrative burden to the City. The intergovernmental agreement ensures that. While not an outcome objective, this action supports the strategic goal within the recently-adopted Strategic Plan under Community Engagement of strengthening relationships with community partners.

Staff recommends entering into an intergovernmental agreement with the Park District.

Attachments *(please list):*

Resolution and Intergovernmental Agreement

Recommendation/Suggested Action *(briefly explain):*

Recommendation to City Council to Adopt a Resolution Approving an Intergovernmental Agreement between the City of St. Charles and the St. Charles Park District allowing the City to add the Park District as a Listed Entity to Receive Benefits from the Intergovernmental Personnel Benefits Cooperative (IPBC) for a Term of 18 months

City of St. Charles, Illinois
Resolution No. _____

**A Resolution Authorizing an Intergovernmental Agreement between
the City of St. Charles and the St. Charles Park District for the
Participation in the Intergovernmental Personnel Benefit Cooperative**

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

WHEREAS, the City of St. Charles (“City”) and the St. Charles Park District (“Park District”) are units of local government, as defined in Article VII, Section 1, of the Illinois Constitution of 1970, and public agencies, as defined in Section 2 of the Intergovernmental Cooperation Act, 5 ILCS 220/2; and

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act authorizes units of local government to contract or otherwise associate among themselves to obtain or share services in any manner not prohibited by law; and

WHEREAS, the City is a member of the Intergovernmental Personnel Benefit Cooperative (“IPBC) which administers personnel benefits programs, and the Park District has requested that the City add the Park District as a listed entity for participation in the IPBC; and

WHEREAS, the Corporate Authorities of the City have determined that it is necessary, desirable and in its best interest to enter into an Intergovernmental Agreement with the Park District which sets forth each party’s responsibilities for the City to add the Park District as a listed entity for participation in the IPBC.

NOW, THEREFORE, be it resolved by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois as follows:

Section 1. That the foregoing recital clauses to this Resolution are adopted as findings of the Corporate Authorities of the City of St. Charles and are incorporated herein by specific

reference.

Section 2. The corporate authorities of the City hereby approve the Intergovernmental Agreement between City of St. Charles (Member) and St. Charles Park District (Listed Entity).

Section 3. The Mayor is hereby authorized and directed to execute, and the City Clerk is hereby authorized and directed to attest, on behalf of the City, the Intergovernmental Agreement between City of St. Charles (Member) and St. Charles Park District (Listed Entity) in substantially the same form as attached hereto as Exhibit “A” and made a part hereof.

Section 4. The officials, officers, employees and agents of the City are hereby authorized to take such actions and execute such documents as are necessary to carry out the purpose and intent of this resolution and the agreement.

Section 5. This Resolution shall be in full force and effect upon its passage and approval in accordance with law.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 21st day of February, 2023.

PASSED by the City Council of the City of St. Charles, Illinois, this 21st day of February, 2023.

APPROVED by the Mayor of the City of St. Charles, Illinois, this this 21st day of February, 2023.

ATTEST:

Lora A. Vitek, Mayor

Nancy Garrison, City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

EXHIBIT A
INTERGOVERNMENTAL AGREEMENT BETWEEN
CITY OF ST. CHARLES (MEMBER)
AND
ST. CHARLES PARK DISTRICT (LISTED ENTITY)

THIS AGREEMENT, made and entered into this ____ day of _____, 2023, by and between City of St. Charles, an Illinois municipal corporation and (“Member”) and St. Charles Park District, (“Listed Entity”), a unit of local government.

WITNESSETH:

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or by ordinance; and

WHEREAS, the “Intergovernmental Cooperation Act.” 5 ILCS 220/1 *et seq.* authorizes units of local government to exercise any power or powers, privileges or authority which may be exercised by a unit of local government individually, to be exercised and enjoyed jointly with any other unit of local government in the State; and

WHEREAS, units of local government within Illinois have found it increasingly expensive to provide health and life insurance benefits to their officers and employees; and

WHEREAS, a large number of local government entities, having undertaken a series of studies to determine the feasibility of creating an intergovernmental entity known as Intergovernmental Personnel Benefit Cooperative (“IPBC” or “Cooperative”) for the purpose of administering some or all of the personnel benefits programs offered by its member units of local government to their respective officers and employees, created and have successfully operated such a Cooperative; and

WHEREAS, the Member and other local government entities have organized the Cooperative and have adopted a combined Contract and By-Laws for such agency (the “Cooperative BY-LAWS”); and

WHEREAS, the Cooperative By-Laws provide that a Member of the Cooperative may add listed entities to receive benefits as defined in the Cooperative By-Laws, provided, however, that the Member who lists other entities to its membership shall be the sole member of the Cooperative, and shall be responsible for all costs and duties of membership provided by the Cooperative By-Laws; and

WHEREAS, Listed Entity has requested that Member add it as a listed entity to Member's participation in the Cooperative, provided the Listed Entity is responsible for and subject to all the costs, expenses, liabilities, obligations, and conditions arising out of such listing, as is more fully set forth in this Agreement; and

WHEREAS, the Cooperative has heretofore consented or is expected to consent to Member adding Listed Entity as a listed entity to Member's membership in the Cooperative.

NOW, THEREFORE, in consideration of the foregoing recitals and the covenants and conditions hereinafter contained, the adequacy and sufficiency of which the parties hereto hereby stipulate, the parties agree as follows:

1. INCORPORATION OF RECITALS: The recitals contained hereinabove are incorporated herein by reference as substantive provisions of this Agreement.

2. AGREEMENT TO ACCEPT: Subject to all the terms, provisions, conditions and restrictions of the Cooperative By-Laws, Member agrees to add Listed Entity as a listed entity to its membership in the Cooperative. Listed Entity shall not be deemed to be a member of the Cooperative.

3. PLAN OF BENEFITS: The Plan of Benefits to be available to eligible employees and retirees of Listed Entity shall be comprised of benefits available to Member and its Listed Entities through the Cooperative and subject to all the conditions and restrictions set forth in the Cooperative By-Laws, as implemented by the Cooperative. The Plan of Benefits selected by Listed Entity to be made available to Listed Entity's eligible employees and retirees does not need to be the same Plan of Benefits selected by Member to be made available to Member's employees, and Listed Entity may offer different benefits to Listed Entity's eligible employees and retirees through the Cooperative than Member offers to Member's employees through the Cooperative. Changes to the Plan of Benefits, other than changes required by the Cooperative, shall be made by Listed Entity directly with the Cooperative. Member will not unreasonably withhold approval of any selection or change in Listed Entity's Plan of Benefits if such approval is required by the Cooperative to effectuate such change.

4. ELIGIBLE EMPLOYEES: Only Full-Time, Part-Time Category I employees and eligible retirees of Listed Entity shall be eligible to participate in and receive benefits under the Plan of Benefits. For purposes of this Agreement, "Full-Time employees, Part-Time Category I employees, and Retirees" shall be defined as set forth in the Personnel Practices Manual adopted by Listed Entity, as amended from time to time, or as otherwise defined by the Cooperative. Notwithstanding anything contained herein to the contrary, employees of Listed Entity shall not be deemed to be employees of Member for any purposes.

5. COSTS OF PARTICIPATION: Listed Entity shall promptly pay all costs attributable to Listed Entity for participation in the Cooperative and participating in the Plan of Benefits, at such terms, with such allowable coverage and in such amounts as shall be established from time to time by the Cooperative. To the extent allowed by the Cooperative, Listed Entity shall make such payments directly to the Cooperative rather than through Member. The Parties

understand that, based on current Cooperative practice, the Cooperative will consider Listed Entity's claims experience in each plan for purposes of underwriting as part of a tier with entities of similar enrollment rather than association solely with Member, and that the Cooperative will set the reserve level for the Listed Entity at the entity level separate from Member's reserves.

6. OBLIGATIONS OF LISTED ENTITY TO MEMBER: Listed Entity shall be obligated to Member to the same extent that it would be obligated in any manner to the Cooperative pursuant to the Cooperative By-Laws, as though it were a member of the Cooperative.

7. OBLIGATIONS OF MEMBER TO LISTED ENTITY: The Parties understand that, in accordance with Cooperative practice, the responsibilities, rights and obligations of an employer participant in the Cooperative can be directly exercised by Listed Entity. However, to the extent necessary for Listed Entity to exercise such a right or obligation, the following shall apply:

- a. Member shall be obligated to pass through to Listed Entity the proportionate share attributable to Listed Entity (and which the Listed Entity has not received directly) of any dividend, refund, draw of terminal reserve funds, or other payment, reimbursement, or refund from the Cooperative to the Member, made during or allocable to the period of Listed Entity's participation in the Cooperative through Member or upon termination of participation in the Cooperative by the Member or the Listed Entity.
- b. Listed Entity shall also be entitled to the full amount of any dividend, refund, or draw of terminal reserve funds, or other payment, reimbursement, or refund from the Cooperative, that is based solely on contributions and payments made by Listed Entity.
- c. Member agrees to cooperate with Listed Entity in ensuring the Listed Entity can avail itself, through Member, of the rights available to Member under the Cooperative Contract and Bylaws, including, but not limited to, draws on reserves attributable to Listed Entity and appeal of claims.
- d. Member agrees to cooperate with Listed Entity by entering into a HIPAA Business Associate Agreement and completing other privacy documents as may be required from time to time to effectuate communication with the Cooperative and the health plans.

8. EXPULSION OF LISTED ENTITY: By a majority vote of the corporate authorities of Member, Listed Entity may be expelled as a listed agency of the Member in the Cooperative. Such expulsion may be carried out for one or more of the following reasons:

- A. Failure to make any payments due to Member or the Cooperative under this Agreement.
- B. Failure to furnish full cooperation with the Cooperative or Member's attorneys, claims adjusters, benefits administrator, or any agent, employee, officer or independent contractor of the Cooperative or Member relating to the purpose and powers of the Cooperative or Member's participation therein, and/or,

- C. Failure to carry out any obligation which impairs the ability of Member to participate in the Cooperative or which impairs the ability of the Cooperative to carry out its purposes and powers.

Listed Entity may not be expelled except after written notice from Member of the alleged failure together with a reasonable opportunity, of not less than ten (10) days nor more than thirty (30) days, to cure the alleged failure. Expulsion may be made in accordance with these standards and timetable at any time during a fiscal year of the Cooperative.

9. WITHDRAWAL AS A LISTED AGENCY: With or without cause, Listed Entity may withdraw as a listed agency to Member's membership in the Cooperative by giving written notice of withdrawal to Member and the IPBC at least ninety (90) days prior to the commencement of any fiscal year of the Cooperative. At the present time, the fiscal year of the Cooperative commences on July 1st. Failure to give such notice shall obligate Listed Entity to continue as a listed agency for the next fiscal year, except where Member withdraws from the Cooperative, the Cooperative terminates, the Cooperative declines to permit Member to remain within the Cooperative, or the Cooperative declines to permit Listed Entity to remain as a listed entity. Withdrawal may only be made to take effect at the end of the then current fiscal year.

10. TERMINATION OF LISTED ENTITY AS A LISTED ENTITY: With or without cause, Member may terminate Listed Entity as a listed entity to Member's membership in the Cooperative by giving written notice of termination of Listed Entity at least ninety (90) days prior to the commencement of any fiscal year of the Cooperative. Failure to give such notice shall not obligate Member to continue Listed Entity as a listed entity to Member's membership in the Cooperative. Listed Entity may terminate this Agreement at any time upon thirty (30) days' written notice.

11. INDEMNIFICATION: To the fullest extent permitted by law, Listed Entity hereby agrees to defend, indemnify, and hold harmless Member and its officers, agents and employees, against all employee or other third party injuries, deaths, loss, damages, claims, suits, liabilities, judgments, costs and expenses, which may in any way accrue against Member, its officers, agents and employees, arising out of or in consequence of the performance of this Agreement and Member adding Listed Entity as a listed entity to Member's membership to the Cooperative. Listed Entity shall, at its own expense, appear, defend, and pay all charges or attorneys and all costs and other expenses arising therefore or incurred in connection therewith, and if any judgment shall be rendered against Listed Entity, its officers, agents and employees, in any such action, Listed Entity shall, at its own expense, satisfy and discharge the same. This paragraph shall not preclude or otherwise apply to any claims between the Member and Listed Entity related to enforcement of the terms of this Agreement.

12. LIMITATION OF REMEDIES TO MEMBER AND LISTED ENTITY: The sole remedies available to Member or Listed Entity, upon any breach of this Agreement by the other party, shall be specific performance of or the cancellation of this Agreement. It is of the essence of this Agreement that Member and Listed Entity shall not be liable in money damages for any breach of this Agreement except for any obligation of Listed Entity to pay unpaid amounts or any obligation of Member to return overpayments or other amounts due Listed Entity under this

Agreement.

13. ENTIRE UNDERSTANDING: This Agreement sets forth the entire understanding of the parties and may only be amended by a written instrument signed by the parties hereto. Any amendment shall not conflict with the Contract and By-Laws of the Cooperative.

14. ASSIGNMENT: This Agreement shall not be assigned by any party hereto. The terms of this Agreement, however, may be enforced by the Cooperative or the Listed Entity.

15. COUNTERPARTS: This Agreement may be executed in multiple counterparts, each of which shall be deemed to be an original.

16. NOTICES: All notices hereunder shall be in writing and must be served either personally or by registered or certified mail to:

- A. The Member.
- B. The Listed Entity.
- C. The IPBC.
- D. To any such person or place which any party hereto, by its prior written notice, shall designate for notice to it from the other parties hereto.

17. GOVERNING LAW: This Agreement shall be governed in accordance with the laws of the State of Illinois.

18. TERM: The provisions of this Agreement shall become effective and Listed Entity shall be deemed to be a listed entity of Member's membership in the Cooperative at 12:01 a.m. on August 1, 2023, so long as the Listed Entity has also been so accepted and named by the Cooperative. This Agreement shall continue in effect until January 31, 2025 (an 18-month term), unless terminated earlier by either Party pursuant to Section 10 of this Agreement. The Parties anticipate that the Cooperative and its administrative guidelines will allow Listed Entity to become eligible to be a separate member of the Cooperative as of February 1, 2025. If it is determined that the Listed Entity will not be eligible for such separate membership as of February 1, 2025, Listed Entity may request, in writing, a six (6) month extension of this Agreement, which request will not be unreasonably denied by Member. The Parties also may agree to a longer term of extension to this Agreement.

Resolution No. _____

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IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and duly attested in accordance with ordinances duly passed by their respective corporate authorities.

City of St Charles
an Illinois Municipal Corporation

By: _____
Its _____

ATTEST:

Clerk

St. Charles Park District
By: _____
Its _____

ATTEST:
