

**MINUTES  
CITY OF ST. CHARLES  
GOVERNMENT OPERATIONS COMMITTEE  
MONDAY, JANUARY 22, 2018**

**1. Call to Order**

The meeting was convened by Vice-chairman Turner at 7:34 pm.

**2. Roll Call**

**Members Present:** Vice-chairman Turner, Ald. Silkaitis; Payleitner, Lemke, Bessner, and Lewis (via phone)

**Members Absent:** Ald. Stellato, Bancroft, Gaugel, Vitek

**3. Omnibus Vote - None**

**4. Administrative**

- a. Video Gaming Statistics – Information Only

**Ald. Silkaitis:** There was an establishment on here that was denied. I've never seen that before. Why was that?

**Chief Keegan:** That was not denied by the City of St. Charles that was denied by the Illinois Gaming Authority. I don't know the reason. They hear applications twice a month. That particular application was sitting in que for an extended period of time. I don't know if the applicant withdrew or was denied.

**5. Police Department**

- a. Recommendation to Approve a Proposal for a New Class E-1 Temporary Liquor License for a "Special Event" – "Hops for Hope 5K" to be held at Mt. Saint Mary Park – May 19, 2018.

**Chief Keegan:** This is the second annual event for Hops for Hope, an E-1 License non-for-profit, that would be carried by Hops for Hope. All the alcohol will be donated by local distributors and dispensed and served by Catherine's staff that are all BASSETT certified. This special event was heard earlier this evening at the Liquor Control Commission meeting and advanced with a 3 – 0 vote; Ald. Vitek was not in attendance. The information is outlined in your packets. It meanders through Mt. St. Mary's Park into Wheeler Park, with various stops along the way. All proceeds from this event benefit Project Mobility. It was very well attended last year and very well run.

**Catherine Simmons:** I'm the event director of Project Mobility.

**Vice-chairman Turner:** Were there any problems last year, here or in Geneva?

**Catherine Simmons:** No.

**Chief Keegan:** We helped with crossings along Geneva Road, and Rt. 31, the alcohol consumption was very orderly. They were anticipating 100 participants, they had 400. It was

very well attended, didn't get any complaints.

**Ald. Payleitner:** Last year I was skeptical because it was an unproven event. Congratulations on having a great event. I'll happily be voting for this event this year.

**Catherine Simmons:** Thank you.

Motion by Ald. Silkaitis, second by Payleitner to recommend approval of a Proposal for a New Class E-1 Temporary Liquor License for a "Special Event" – "Hops for Hope 5K" to be held at Mt. Saint Mary Park – May 19, 2018.

**Roll Call:** Ayes: Bessner, Silkaitis, Payleitner, Lemke; Nays: Lewis; Absent: Stellato, Bancroft, Gaugel, Vitek. **Motion Carries.**

- b. Recommendation to Approve a Proposal for a Class E1 Liquor License for St. Charles Breakfast Rotary Club to be held at Lincoln Park, St. Charles on June 9, 2018 from 12:00 pm to 5:00 pm.

**Chief Keegan:** This is a third annual event. The previous two events were held on the same weekend of Swedish Days. The petitioner is asking to change the event to coincide with our Riverfest which as you know the last few years has been scaled down. They are hoping to draw some of the participants from the boat races over to Lincoln Park. There has been some concerns in previous years about this wrapping up before the evening mass at St. Patrick's Church. I'm happy to report that hasn't been a problem. Attendance has been outstanding, it's very well run. The Park District does not allow alcohol to be sold on Park District property, only consumed, the presales take place either via the web or at an outside location away from the park. Both Alessandro and Paula are here to answer any questions.

Motion by Ald. Lemke, second by Silkaitis to recommend approval of a Proposal for a Class E1 Liquor License for St. Charles Breakfast Rotary Club to be held at Lincoln Park, St. Charles on June 9, 2018 from 12:00 pm to 5:00 pm.

**Roll Call:** Ayes: Bessner, Lewis, Silkaitis, Payleitner, Lemke; Nays: None; Absent: Stellato, Bancroft, Gaugel, Vitek. **Motion Carries.**

- c. Recommendation to Approve a Proposal for a New Class E-2 Temporary Liquor License for a Special Event, "McNally's St. Patrick's Day Party" to be held on March 17, 2018 at 1<sup>st</sup> Street Plaza.

**Chief Keegan:** This event is the first annual. It's similar to Unwind Wednesday's where we close 1<sup>st</sup> Street Plaza. In years past some adjoining business have joined McNally's, this year McNally's is asking to have consumption hours from 11 am – 11 pm on St. Patrick's Day. This advanced from the Liquor Control Commission with a 3 – 0 vote. It's important to note that the St. Patrick's Day parade for the City is the week before, on March 10. St. Patrick's Day does fall on a Saturday; weather permitting Mr. Headly would like to take advantage of a possible larger crowd and utilize the same concept for Unwind Wednesday's. It would close down the Plaza with perimeter fencing, 5 or 6 security officers would credential folks with wristbands and

make sure that alcohol stays within the fenced in perimeter.

**Ald. Payleitner:** The Unwind Wednesday's events were very well managed and attended. I know that Mr. Clark was very hands on. I'm trusting he passed the baton on to you and you will be just as diligent. That was really critical for me.

**Colm Headly:** Mr. Clark will be helping us out and should be there.

**Ald. Lewis:** Are you also going to have amplification?

**Colm Headly:** Yes, from 2 pm – 5 pm.

**Ald. Lemke:** Do these applicants have to present new every year? How does that work?

**Chief Keegan:** Any of our E licenses are special event licenses and are not renewed like typical liquor licenses ; each would be a new license.

Motion by Ald. Silkaitis, second by Lemke to recommend approval of a Proposal for a New Class E-2 Temporary Liquor License for a Special Event, "McNally's St. Patrick's Day Party" to be held on March 17, 2018 at 1<sup>st</sup> Street Plaza.

**Roll Call:** Ayes: Bessner, Lewis, Silkaitis, Payleitner, Lemke; Nays: None; Absent: Stellato, Bancroft, Gaugel, Vitek. **Motion Carries.**

## 6. Finance Department

- a. Presentation of the Service Agreement and Funding for the History Center for FY 2018-2019.

**Chris Minick:** As the Committee is aware groups receiving more than \$25,000 in City funding on an annual basis are required to make a presentation before the Government Operations Committee. This year we're changing the timing of these funding presentations so that the Heritage Museum, the Convention and Visitors Bureau, and the Downtown St. Charles Partnership make these presentations as staff is preparing the draft of the FY 2018/2019 budget.

As we are in the process of preparing that budget draft right now, the Heritage Museum will be making their funding presentation tonight. The Convention and Visitors Bureau and the Downtown St. Charles Partnership will be presenting in 2 weeks on February 5, 2018. With this change, the intent is that we can finalize the funding amounts a little earlier on in the budgeting process, and also include any approved allocated funding into the budget draft with staff presenting for Council consideration and approval in early April. Making this change will also allow these groups to hit the ground running on May 1, 2018, knowing how much City funding support they will have to work with as they begin their annual funding cycle.

Tonight we will begin with the History Museum's presentation. As the Committee is aware, each year we allocate a portion of the hotel/motel tax revenue stream to the operations of the History Museum, as well as a few other civic organizations. The History Museum's allocation equals \$31,500 for the current fiscal year ending April 30, 2018. Historically that funding

level has been between \$30,000 and \$35,000 for many years, going back to the 2004/2005 funding cycle according to the finance department records. Alison Costanzo the Executive Director of the museum is present an outline of activities that were undertaken for the current fiscal year 2017/2018 funding cycle and the related results of those activities to date, as well as outlining plans for the fiscal year 2018/2019 funding cycle kicking off on May 1, 2018.

As mentioned in the item summary that appeared in the packet the meeting tonight they are proposing 2 alternative plans for funding. We would be seeking your feedback on which of these alternatives you would prefer. The first alternative would maintain the status quo funding amount of \$31,500 that would allow for the current programs and programming cycle that the museum undertakes on an annual basis to continue. The second alternative proposed involves undertaking a series of incremental increases to the funding level that would ultimately increase the level to \$50,000 between now and fiscal year 2022/2023. The History Museum staff has represented that this funding level would allow for them to undertake additional tasks and activities.

**Alison Costanzo:** I'm the executive director for the St. Charles History Museum located at 215 E. Main Street, St. Charles 60174.

Alison mentioned that it's the 85<sup>th</sup> anniversary of the museum and presented the St. Charles History Museum funding presentation to the Council.

**Ald. Bessner:** How far are you along in recording every article, collection, piece that you have.

**Allison Costanzo:** We're doing a shuffle right now moving our current storage to new storage doubling the square footage and less per month. We're working towards getting that completed.

**Ald. Lemke:** I've noticed that over time you've been able to change the presentations you have. You've used the large room as a flexible tool. You have creative presentations. I feel very good about what you've done. We can't commit a future Council to exactly serving a series of numbers, but I would support the request for next year, according to option 1.

**Ron Silkaitis:** You've always done a great job. My family has been in this town for over 100 years. I think it's very important to have a museum. I've donated several items to the museum over the years. You deserve the money, but I can't commit until I know exactly what our receipts are this year. I want to give you as much as possible, but also have to face the reality of the budget.

**Ed Klosowski:** I'm the past president of the St. Charles Museum. We talked to a previous Mayor going back to the 90's. The original intention of the \$30,000 we received from the City was to cover the directors pay. I think after 24 years of having the same amount it's a good time to ask for an increase. If we could take 1.6% of the hotel/motel tax and take it up to 2.5%, about a \$17,000 increase, it would get us to the number we're looking at.

**Ald. Payleitner:** Your board has to be so proud of what you've accomplished. As far as the funding goes, this was a great presentation, and as Ald. Lemke and Ald. Silkaitis said, we can't

commit future Council's, we need to see where we are with the numbers. We will go into our budget conversations knowing what you want.

**Alison Costanzo:** I think we've proven that we're showing return. I think we've demonstrated our worth. We're doing a lot.

**Ed Klosowski:** As mentioned before; if we can't do it now, when? We thought it a good time to ask.

**Ald. Payleitner:** It's only been the past 5 years that you have been a line item.

**Alison Costanzo:** Before the Cultural Commission was formed we were a line item.

**Ed Klosowski:** The City has been a great partner, we thought it was an appropriate time to ask for funding.

**Ald. Payleitner:** I agree. We're just offering some feedback. Secondly, Alison, and I think it's important for my colleagues to know, we pay between \$3,500 and \$4,500 annually for the maintenance of the building. Recently you got new windows to the tune of almost \$10,000.

**Alison Costanzo:** Before I came on that had been an issue. It was costing the museum money.

**Ald. Payleitner:** Another question for you; only Munhall is doing the school program?

**Alison Costanzo:** We're beta testing with Munhall to work out the kinks.

**Ald. Payleitner:** What happened all the schools were doing it?

**Alison Costanzo:** All the schools do their 3<sup>rd</sup> grade program. Some of the schools have been in contact with the museum and we do a presentation. Prior to my starting a lot of teachers stopped coming to the museum because they didn't see the value. Those are their words. I sat down with the teachers at Munhall to figure out what was working and what wasn't working. That's why we're beta testing with them right now. My hope is that if all goes well and the teachers are happy and the kids get a lot out of it and retaining more information it's something we can market to all the 3<sup>rd</sup> grade teachers.

**Ald. Payleitner:** I see that as a potential partner as well, the school districts. I would like to see that as a future goal.

**Alison Costanzo:** We're working on it.

**Ald. Bessner:** I agree with Ald. Lemke and Ald. Payleitner in regards to funding to look at for the this upcoming year at \$42,000 and revisit as we go along. I don't want to commit as well.

**Vice-chairman Turner:** I think we should consider this as information because we have so many member missing and it also should be said that they won't get the first payment on this request unit July. Is that correct Chris?

**Chris Minick:** It will happen right around July because of the receipt of the hotel/motel tax; it's June or July.

**Vice-chairman Turner:** At this point, our latest figures, despite the national and local economy, our hotel/motel tax is basically flat. You also have to realize we are going to have presentations from 2 other groups who are going to get their money from the hotel/motel tax. That's why I think we ought to get everybody's presentation done, we'll be in budget meetings in the next couple of months. You had a great presentation.

**Alison Costanzo:** Please keep this in mind. We are a part of the economic factor of this community. When visitors come in the door we spend significant amount of time with them. When they have questions about the area, what to do and see, we're doing that. We're accessible, on Main Street, serving as the ambassadors. Our main mission is to preserve the history of St. Charles, but we're serving as ambassadors as well.

**Ald. Lemke:** Even if we said yes tonight, we would still have to wait for the other presentations and the next Council meeting to be in a position to finalize anything.

**Vanessa LaSota:** 1610 Howard Street, St. Charles. I remember being in the museum in the municipal building, and remember how the collections were kept. What resonates with me as a volunteer at the museum and being part of Alison's directorship for 6 years, I've seen such an uptick in the people coming in the museum. I've seen how Amanda and Alison treat each individual. I sent an email, I left Ald. Lemke out inadvertently, and I have a copy. Heritage is a part of this community, it's mentioned in our mission statement, strategic plan, in our compensation plan; I know there is only so much in the kiddy, stretch your imagination to consider ways to accommodate this organization.

**Liz Bresda:** 110 Carol Road, St. Charles. I have absolutely nothing to do with the museum. I've popped in a couple times. Listening to you talk today; I've got to get back to the museum. I want to post on my neighborhood Facebook page, very excited to hear what they're doing. I hope you support the museum.

## 7. Executive Session

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- 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)

## 8. Additional Items from Mayor, Council, Staff, or Citizens.

## 9. Adjournment

Motion by Ald. Lemke, second by Silkaitis to adjourn the meeting at 8:40 pm.

**Voice Vote:** Ayes: Unanimous; Nays: None. Chair Bancroft did not vote as Chair. **Motion Carried.**

:tc