

**MINUTES
THE CITY OF ST. CHARLES
GOVERNMENT OPERATIONS COMMITTEE
ALD. STEVE WEBER, CHAIR
MONDAY, NOVEMBER 20, 2023**

1. Call to Order

Chairman Weber called the meeting to order at 7:10 pm.

2. Roll Call

Present: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Gehm,
Ald. Pietryla, Ald. Wirball, Ald. Bessner

Absent: Ald. Lencioni

3. Administrative

- a. Video Gaming Reports – October 2023 – no comments

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.

Motion by Ald. Muenz, second by Ald. Gehm to approve the Omnibus item.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner. Nays: None. Absent: Ald. Lencioni. Ald. Weber did not vote as Chair. **Motion Carried.**

5. Police Department

- a. Recommendation to approve a Proposal for a B-1 Liquor License Application for Tonichi Ramen, located at 3843 E. Main St., St. Charles.

Chief Keegan shared that the Liquor Control Commission unanimously approved this license.

Motion by Ald. Muenz, second by Ald. Wirball recommend approval of a Proposal for a B-1 Liquor License Application for Tonichi Ramen, Located at 3843 E. Main St., St. Charles.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner. Nays: None. Absent: Ald. Lencioni.

Ald. Weber did not vote as Chair. **Motion Carried.**

- b. Recommendation to approve An **Ordinance** Amending Title 5, “Business Licenses and Regulations,” Section 5.08, “Alcoholic Beverages,” of the St. Charles Municipal Code.

Chief Keegan explained that the recommended City Code changes are mainly updates in formats, pronouns, and other minor revisions.

Motion by Ald. Muenz, second by Ald. Wirball recommend approval of An **Ordinance** Amending Title 5, “Business Licenses and Regulations,” Section 5.08, “Alcoholic Beverages,” of the St. Charles Municipal Code.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner. Nays: None. Absent: Ald. Lencioni. Ald. Weber did not vote as Chair. **Motion Carried.**

- c. Recommendation to approve an **Ordinance** Amending Title 5 “Business Licenses and Regulations,” Chapter 5.16 “Tobacco,” Section 5.16.180 “Tobacco Commissioner; Tobacco Commission; Suspension, Revocation of License; Fines, Costs” of the St. Charles Municipal Code.

Chief Keegan explained that the recommended City Code changes are updates in formats, pronouns, and other minor revisions. The one substantive change is in the fine and license suspension structure to create consistency between liquor, tobacco, and massage licenses.

Motion by Ald. Wirball, second by Ald. Gehm recommend approval of an **Ordinance** Amending Title 5 “Business Licenses and Regulations,” Chapter 5.16 “Tobacco,” Section 5.16.180 “Tobacco Commissioner; Tobacco Commission; Suspension, Revocation of License; Fines, Costs” of the St. Charles Municipal Code.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner. Nays: None. Absent: Ald. Lencioni. Ald. Weber did not vote as Chair. **Motion Carried.**

- d. Recommendation to approve an **Ordinance** Amending Title 5 “Business Licenses and Regulations,” Chapter 5.20 “Massage Establishments,” Section 5.20.150 “Massage Business Commissioner; Massage Business Commission; Suspension; Revocation of License; Fines, Costs” of the St. Charles Municipal Code.

Chief Keegan reminded the committee that St. Charles is one of only a few municipalities which have a massage business license, and it has been applied with

great success. The recommended City Code changes are updates in formats, pronouns, and other minor revisions. The one substantive change is in the fine and license suspension structure to create consistency between liquor, tobacco, and massage licenses.

Motion by Ald. Bessner, second by Ald. Gehm recommend approval of an Ordinance Amending Title 5 “Business Licenses and Regulations,” Chapter 5.20 “Massage Establishments,” Section 5.20.150 “Massage Business Commissioner; Massage Business Commission; Suspension; Revocation of License; Fines, Costs” of the St. Charles Municipal Code.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner. Nays: None. Absent: Ald. Lencioni. Ald. Weber did not vote as Chair. **Motion Carried.**

6. Information Systems Department

- *a. Recommendation to approve a **Resolution** Authorizing an Annual Agreement with Gartner Consulting for Information Technology Research and Consulting Services for \$48,000.

Larry Gunderson

Motion by Ald. Muenz, second by Ald. Gehm to recommend approval of a Resolution Authorizing an Annual Agreement with Gartner Consulting for Information Technology Research and Consulting Services for \$48,000.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner. Nays: None. Absent: Ald. Lencioni. Ald. Weber did not vote as Chair. **Motion Carried.**

7. Human Resources Department

- a. Recommendation to approve an **Ordinance** Excluding the City of St. Charles as a Municipal Employer from Coverage Under the Paid Leave for All Workers Act and Amending the City Code to Require a Form of Paid Leave for City Employees.

Jenn McMahon reminded the committee that this Illinois law was passed in March 2023 and goes into effect in January 2024. The city management team’s concerns about the law are:

- The absence of a request and approval provision, and
- The cost of offering the paid time off (estimated additional cost is between \$30,000-54,000)

The primary concern is the risk of impact on city operations. The administration of this leave, and supervisor efforts and recordkeeping, will be difficult. Because St. Charles is a Home Rule municipality, the city may approve an ordinance exempting employees from the benefits of this Act. The proposed ordinance also codifies the existing paid leave benefit for full time employees. It maintains the status quo regarding paid leave.

Motion by Ald. Gehm, second by Ald. Pietryla to recommend approval of an **Ordinance** Excluding the City of St. Charles as a Municipal Employer from Coverage Under the Paid Leave for All Workers Act and Amending the City Code to Require a Form of Paid Leave for City Employees.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner. Nays: None. Absent: Ald. Lencioni. Ald. Weber did not vote as Chair. **Motion Carried.**

8. Finance Department

- a. Recommendation to approve the 2023 Property Tax Levies for Special Service Areas.

Bill Hannah generally described the nine special service areas, which are not changing significantly from the prior year. It is possible that SSA 21 may be phased out since this is the final year of bonded debt due. A public hearing will be conducted on these SSAs, along with the tax levy, on December 4, 2023.

Motion by Ald. Wirball, second by Ald. Pietryla to recommend approval of the 2023 Property Tax Levies for Special Service Areas.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner. Nays: None. Absent: Ald. Lencioni. Ald. Weber did not vote as Chair. **Motion Carried.**

- b. Overview of FY 2024/2025 Budget Process – Discussion Only.

Bill Hannah shared that the budget process started in October and departments are working on their proposed budgets. On January 22, a City Council Workshop is scheduled for discussion of the significant items included in the proposed FY 2024/2025 budget. On February 28, a draft budget is scheduled to be distributed to the City Council for consideration at the March 4 Government Operations Committee meeting. On April 1, a public hearing and City Council approval are scheduled. City Council is required to adopt a budget before the beginning of the fiscal year on May 1.

The City budget is concentrated in four funds.

- General Fund
- Electric Fund
- Water Fund
- Sewer Fund

Factors influencing budget development were reviewed. The January Workshop rough outline was covered and an opportunity to ask questions was provided.

It was requested to receive information about the grant process, including the number of applications submitted and the amount of grants received.

9. Public Comment - None

10. Additional Items from Mayor, Council or Staff – None

11. Adjournment

Motion by Ald. Wirball, second by Ald. Muenz to adjourn the meeting at 7:34 pm.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner. Nays: None. Absent: Ald. Lencioni. Ald. Weber did not vote as Chair. **Motion Carried.**

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