

**AGENDA – NEW BUSINESS  
ST. CHARLES CITY COUNCIL MEETING  
RAYMOND P. ROGINA, MAYOR**

**MONDAY, MAY 6, 2019 – 7:00 P.M.  
CITY COUNCIL CHAMBERS  
2 E. MAIN STREET**

- 1. Call to Order.**
- 2. Administration of Oath of Office – Honorable Elizabeth Flood**

Dan Stellato	Alderman Ward 1
Rita Payleitner	Alderman Ward 2
Todd Bancroft	Alderman Ward 3
David Pietryla	Alderman Ward 4
Ed Bessner	Alderman Ward 5
- 3. Roll Call.**
- 4. Invocation.**
- 5. Pledge of Allegiance.**
- 6. Presentations**
  - Presentation of a Proclamation declaring May 2019 as Mental Health Awareness Month in the City of St. Charles.
  - Presentation of a Proclamation Declaring May 12<sup>th</sup> through May 18<sup>th</sup> National Police Week.
  - Presentation of a Proclamation Celebrating the City of St. Charles 185<sup>th</sup> Birthday.

**I. New Business**

- A.** Motion to approve a **Resolution** Authorizing and Directing the Mayor to Execute and the City Clerk to Attest to the Execution of a Certain Extension of the Employment Agreement with Mark W. Koenen, City Administrator.
- B.** Recommendation from Mayor Rogina to Approve the Appointments of New Members to City Boards and Commissions for Fiscal Year 2019/2020:
  - Donna Clavelli – Youth Commission
  - Steven Spurling – Zoning Board of Appeals
- C.** Recommendation from Mayor Rogina to Approve the Reappointments of Members to City Boards and Commissions for Fiscal Year 2019/2020:
  - Kim Malay – Historic Preservation Commission
  - Phil Kessler - Historic Preservation Commission

- Jayme Muenz – Youth Commission
- Daniel Kelly – Youth Commission
- Cheryl Denz – Youth Commission
- Colleen Weise - Youth Commission
- Louis Dries – Housing Commission
- Carolyn Waibel – Housing Commission
- Liz Eakins - Housing Commission
- Sally Stancati – Visitors Cultural Commission
- Sharon Spero – Visitors Cultural Commission
- Jamie Swenson - Visitors Cultural Commission
- Tom Ritchie – Building Board of Review
- Dan Marshall - Building Board of Review
- Chris Minick - Police Pension Board
- Chief Jim Keegan - Police Pension Board
- Geoff Pretkelis – Board of Fire and Police Commissioners

- D.** Presentation of Swearing in of the Board of Fire & Police Commissioners:
- Keith Rollins
  - John Kennedy
  - Don Haines
  - Patrick Reed
  - Geoff Pretkelis
- E.** Recommendation from Mayor Rogina to Approve the Reappointment of City Administrator for Fiscal Year 2019/2020.
- F.** Recommendation from Mayor Rogina to appoint Department Directors as recommended by City Administrator Mark Koenen for Fiscal Year 2019/2020.
- G.** Recommendation from Mayor Rogina to Approve the Reappointment of Tracey Conti as Deputy City Clerk for Fiscal Year 2019/2020.
- H.** Recommendation from Mayor Rogina to Approve the Reappointment of City Attorney John McGuirk of Hoscheit, McGuirk, McCracken & Cuscaden PC for Fiscal year 2019/2020.
- I.** Recommendation from Mayor Rogina to approve appointments of Mayor Pro Tem, Committee Chairmen, and City Liaisons.
- J.** Recommendation from Mayor Rogina to Approve the Reappointment of Prosecuting Attorney Timothy O'Neil for Fiscal Year 2019/2020.
- K.** Recommendation from Mayor Rogina to Approve the Appointment of Patrick Crimmins as the Prosecuting Attorney for the City of St. Charles Liquor Control Commission for Fiscal Year 2019/2020.

## **II. Committee Reports**

### **A. Government Operations**

None

### **B. Government Services**

None

### **C. Planning and Development**

None

### **D. 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)

### **9. Additional Items from Mayor, Council, Staff, or Citizens**

### **10. 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](mailto: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).



City of St. Charles  
ILLINOIS

# *Proclamation*

## **Mental Health Awareness Month #4Mind4Body**

- WHEREAS,** Mental health is essential to everyone's overall health and well-being; and
- WHEREAS,** all Americans experience times of difficulty and stress in their lives; and
- WHEREAS,** prevention is an effective way to reduce the burden of mental health conditions; and
- WHEREAS,** mental health conditions are real and prevalent in our nation; and
- WHEREAS,** with effective treatment, those individuals with mental health and other chronic health conditions can recover and lead full, productive lives; and
- WHEREAS,** each business, school, government agency, healthcare provider, organization and citizen shares the burden of mental health problems and has a responsibility to promote mental wellness and support prevention efforts.

**NOW, THEREFORE,** I, Raymond P. Rogina, do hereby proclaim May 2019 as Mental Health Awareness Month in the City of St. Charles. As the Mayor, I also call upon the citizens, government agencies, public and private institutions, businesses and schools in St. Charles, Illinois to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

SEAL:



Raymond P. Rogina, Mayor



City of St. Charles

ILLINOIS

# *Proclamation*

## **NATIONAL POLICE WEEK**

In 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, as National Police Week; and

**WHEREAS,** the members of the law enforcement agency of the City of St. Charles play an important role in safeguarding the rights and freedoms of the citizens of our community; and

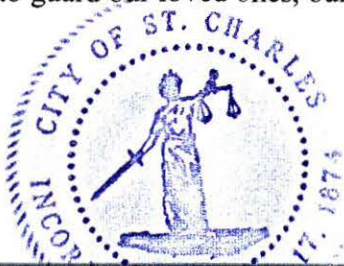
**WHEREAS,** it is important that all citizens know and understand the problems, duties, and responsibilities of their police department, and that members of our department recognize their duty to serve the people by safeguarding life and property, protecting them against violence or disorder, and protecting the innocent against deception and the weak against oppression or intimidation; and

**WHEREAS,** it is known that 144 officers across the Nation gave their lives in the performance of their duties in 2018. Currently, there are more than 21,000 names of fallen law enforcement heroes engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D. C.; and

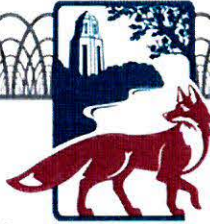
**WHEREAS,** the **City of St. Charles** desires to honor the valor, service, and dedication of its own police officers, and to join the countless communities and cities across the nation to honor police officers everywhere.

**NOW, THEREFORE** I, Raymond P. Rogina, Mayor of the City of St. Charles, Illinois do hereby proclaim the week of **May 12-18** to be **NATIONAL POLICE WEEK** and **May 15<sup>th</sup>** to be **NATIONAL PEACE OFFICERS MEMORIAL DAY**. I call upon our citizens in this community to especially honor and show our sincere appreciation for the police officers of the city by deed, remark, and attitude. I call upon all of our citizens to make every effort to express their thanks to our men and women who make it possible for us to leave our homes and family in safety each day, and to return to our homes knowing they are protected by police officers who are willing to sacrifice their lives if necessary to guard our loved ones, our property, and our government against all who would violate the law.

SEAL:



Raymond P. Rogina, Mayor



City of St. Charles  
ILLINOIS

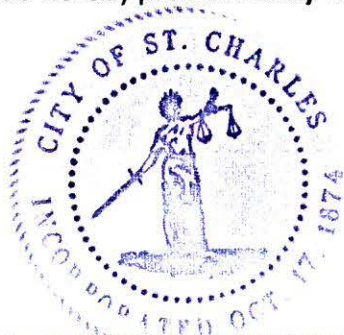
# Proclamation

CITY OF ST. CHARLES 185<sup>TH</sup> BIRTHDAY  
MAY 2019

- WHEREAS,** 185 years ago this month, Evan Shelby, Ira Minard and Read Ferson settled in the area and named the town Charleston; and
- WHEREAS,** In 1839, the town was renamed St. Charles because *Charleston* was already in use by a city downstate; and
- WHEREAS,** In 1874, St. Charles was incorporated and Dr. James K. Lewis was elected its first mayor; and
- WHEREAS,** On May 20, 1912, Pottawatomie Park was established as the first public park in Illinois; and
- WHEREAS,** With land donated by the Norris Family, and design and construction provided by the Baker family, the Municipal Building was completed in 1940; and
- WHEREAS,** In 1972, Dellora and Lester Norris donated land where St. Charles East High School was built; and
- WHEREAS,** The Main Street Bridge connecting the east and west sides of the community was rebuilt seven times in St. Charles' history, with the last reconstruction in 1997; and
- WHEREAS,** Preserving our *Heritage* is a cornerstone of the City's mission.

**NOW THEREFORE,** Raymond P. Rogina, Mayor of the City of St. Charles, together with the City Council, do hereby proclaim **May 2019 the 185<sup>th</sup> ANNIVERSARY OF ST. CHARLES!**

SEAL:



Raymond P. Rogina, Mayor

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IA

Title:

Motion to Approve a Resolution Authorizing and Directing the Mayor to Execute and the City Clerk to Attest to the Execution of a Certain Extension of the Employment Agreement with Mark W. Koenen, City Administrator

Presenter:

Mayor Raymond P. Rogina

Meeting: City Council

Date: May 6, 2019

Proposed Cost: \$

Budgeted Amount: \$

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

An employment agreement for Mark Koenen as City Administrator was entered on August 19, 2013 through May 1, 2017. At this time a request has been made to extend the Employment Agreement through May 15, 2020.

**Attachments** *(please list):*

Resolution

Extension of Employment Agreement

**Recommendation/Suggested Action** *(briefly explain):*

Motion to approve a Resolution Authorizing and Directing the Mayor to Execute and the City Clerk to Attest to the Execution of a Certain Extension of the Employment Agreement with Mark W. Koenen, City Administrator.

# **CITY OF ST. CHARLES, ILLINOIS**

## **RESOLUTION NO. 2019-\_\_\_\_\_**

### **A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AND THE CITY CLERK TO ATTEST TO THE EXECUTION OF A CERTAIN EXTENSION OF THE EMPLOYMENT AGREEMENT WITH MARK W. KOENEN, CITY ADMINISTRATOR**

BE IT RESOLVED by the CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE AND DU PAGE COUNTIES, ILLINOIS as follows:

Section 1: That the Mayor is hereby authorized and directed to execute on behalf of the City of St. Charles that certain Extension of Employment Agreement, in substantially the form attached hereto and incorporated herein as Exhibit A, by and on behalf of the CITY OF ST. CHARLES.

Section 2: That, on behalf of the City of St. Charles, the City Clerk is hereby authorized and directed to attest the Mayor's execution of said Extension of Employment Agreement.

Section 3: That this Resolution shall be in full force and effect from and after its adoption and approval as provided by law.

**PRESENTED** to the City Council of the City of St. Charles, Illinois this 6th day of May, 2019.

**PASSED** by the City Council of the City of St. Charles, Illinois this 6th day of May, 2019.

**APPROVED** by the Mayor of the City of St. Charles, Illinois this 6th day of May, 2019.

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Mayor Raymond Rogina

Attest:

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Charles Amenta  
City Clerk

**Council Vote:**

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain: \_\_\_\_\_

Absent: \_\_\_\_\_

## **“EXHIBIT A”**

### **EXTENSION OF EMPLOYMENT AGREEMENT**

WHEREAS, **The City of St. Charles**, State of Illinois, a municipal corporation (“Employer”) and **Mark W. Koenen**, (“Employee”) entered into a certain Employment Agreement on August 19, 2013; and,

WHEREAS, the term of the Employment Agreement was from August 19, 2013 through May 1, 2017; and,

WHEREAS, on May 1, 2017, **The City of St. Charles** and **Mark W. Koenen** entered into an Extension which extended the Employment Agreement dated August 19, 2013 through May 1, 2018; and

WHEREAS, on May 7, 2018, **The City of St. Charles** and **Mark W. Koenen** entered into an Extension of Employment Agreement which extended The Employment Agreement dated August 19, 2013 through May 15, 2019; and,

WHEREAS, **The City of St. Charles** and **Mark W. Koenen** deem it to be in their respective best interests to extend the Employment Agreement for an additional period of one (1) year.

NOW THEREFORE, in consideration of the foregoing, **The City of St. Charles**, and **Mark W. Koenen** agree that the Employment Agreement dated August 19, 2013 shall be extended through May 15, 2020, and that all provisions of the Employment Agreement will remain in full force and effect until that date with the exception of the following amended Paragraph B2 of Section III of that Agreement which is amended to conform to the requirements of 5 ILCS 415/10. The following shall be substituted for Paragraph B2 of Section III of that Agreement (Termination and Severance Pay):

“B. Severance Pay

2. In the event that the Employer terminates Employee pursuant to Section III. A. 1., the Employer shall be obligated to pay to the Employee the Severance Pay. The Severance Pay shall be equal to payment of salary and benefits defined in Section III B. 1. above for a period of twenty (20) weeks subject to the limitations otherwise set forth in this Agreement. The maximum amount of Severance Pay which may be paid to the Employee will be equal to twenty (20) weeks of his compensation and benefits as defined by, and limited to, the definition of Severance Pay set forth above. The rate of compensation and benefits comprising the Severance Pay shall be the rate of compensation and benefits in effect as of the effective date of the Employee’s termination. The payment of Severance Pay shall commence immediately upon

termination or the expiration of this Agreement and shall be paid in bi-weekly payments in the same manner as pertains to all other exempt employees of the City.

Should Employee secure other employment during the period within which the employee is entitled to receive Severance Pay, the Employee shall be obligated to immediately notify the Employer of such employment and the amount of compensation and benefits being received by the Employee in Employee's new position. Subject to the following limitations, Employee's right to receive Severance Pay, and the Employer's obligation to make Severance Pay payments, shall cease as of the date on which Employee's new employment is to commence provided that the Employee shall be employed at a rate of compensation and benefits which, in the aggregate, are equal to or exceed the Employee's rate of compensation and benefits as of the date of Employee's termination or the expiration of this Agreement. Should that date fall within any payment period applicable to the payment of the Severance Pay, such payment shall be prorated proportionately. The Severance Pay provisions contained herein are intended to provide the Employee with sufficient economic security during the time within which he is seeking alternative employment.

Notwithstanding the foregoing, should Employee obtain employment at levels of compensation and benefits lower than those being paid to the Employee at the time of Employee's termination or the expiration of this Agreement, then the Employer shall continue to be obligated to pay to the Employee a portion of the Severance Pay equal to the difference between the Employee's Severance Pay (the aggregate of both Employee's rate of compensation and benefits) and the lower level of aggregate compensation and benefits being paid to the Employee in Employee's new position.

However, and notwithstanding the foregoing, the Employer shall not be obligated to provide Employee with Severance Pay if Employee's employment is terminated for any of the following reasons:

- a. Should the Employee be convicted of, or plead guilty to, any illegal act involving personal gain to the Employee related to his duties as City Administrator; or
- b. Should the Employee be convicted of, or plead guilty to, any felonious act; or
- c. Should the Employee engage in any misconduct involving moral turpitude; or
- d. Should the Employee engage in gross misconduct; or
- e. Should the Employee engage in gross negligence.

Before making any final determination that the Employee is ineligible for Severance Pay for any of the reasons set forth above, the Employer shall notify the Employee of the fact that his termination is under consideration and as to which one of more of the five specific grounds herein identified, if any, are relied upon by the Employer as justification for the non-payment of the Severance Pay. The Employee shall be afforded a reasonable opportunity to be heard in a closed session meeting of the City Council to the extent permitted or required by law.

The Employee shall not be due any Severance Pay in the event that the Employee terminates employment pursuant to Section III. A. 2."

IN WITNESS WHEREOF, **The City of St. Charles** has caused this Extension of Employment Agreement to be signed and executed on its behalf by its Mayor, and duly attested by its City Clerk, and the Employee has signed and executed this Extension of Employment Agreement, both in duplicate, as of the dates set forth below.

\_\_\_\_\_  
Raymond Rogina,

Mayor

Date: \_\_\_\_\_

\_\_\_\_\_  
Mark W. Koenen

City Administrator

Date: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Charles Amenta

City Clerk

Date: \_\_\_\_\_

## **EXTENSION OF EMPLOYMENT AGREEMENT**

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- a. Should the Employee be convicted of, or plead guilty to, any illegal act involving personal gain to the Employee related to his duties as City Administrator; or
- b. Should the Employee be convicted of, or plead guilty to, any felonious act; or
- c. Should the Employee engage in any misconduct involving moral turpitude; or
- d. Should the Employee engage in gross misconduct; or
- e. Should the Employee engage in gross negligence.

Before making any final determination that the Employee is ineligible for Severance Pay for any of the reasons set forth above, the Employer shall notify the Employee of the fact that his termination is under consideration and as to which one of more of the five specific grounds herein identified, if any, are relied upon by the Employer as justification for the non-payment of the Severance Pay. The Employee shall be afforded a reasonable opportunity to be heard in a closed session meeting of the City Council to the extent permitted or required by law.

The Employee shall not be due any Severance Pay in the event that the Employee terminates employment pursuant to Section III. A. 2."

IN WITNESS WHEREOF, **The City of St. Charles** has caused this Extension of Employment Agreement to be signed and executed on its behalf by its Mayor, and duly attested by

its City Clerk, and the Employee has signed and executed this Extension of Employment Agreement, both in duplicate, as of the dates set forth below.

\_\_\_\_\_  
Raymond Rogina,  
Mayor  
Date: \_\_\_\_\_

\_\_\_\_\_  
Mark W. Koenen  
City Administrator  
Date: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Charles Amenta  
City Clerk  
Date: \_\_\_\_\_

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IB

Title:

Presentation of a Recommendation from Mayor Rogina to Approve Appointments of New Members to City Boards and Commissions for Fiscal Year 2019 /20

Presenter:

Mayor Raymond P. Rogina

Meeting: City Council

Date: May 6, 2019

Proposed Cost: \$

Budgeted Amount: \$

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

Request considerable consideration of appointments of new members to City Boards and Commissions to fill vacancies of respective positions noted in yellow on the attachment:

Donna Clavelli – Youth Commission

Steven Spurling – Zoning Board of Appeals

These new members will hold the term of the vacancy they are filling.

**Attachments** *(please list):*

Bios of New Members

Appointments - City Boards & Commissions for 2019/20 (new members)

**Recommendation/Suggested Action** *(briefly explain):*

Presentation of a recommendation from Mayor Rogina to approve appointments of new members to City Boards and Commissions for Fiscal Year 2019/20.

July 9, 2018

Dear Mayor Rogina,

As a member of the Saint Charles community and the Saint Charles School District, I had the opportunity to work with the youth of our community for over twenty five years. Since retiring, I continue to serve the school district as a substitute teacher giving me the opportunity to see our youth at many different grade levels and in many different settings.

Recently I had to good fortune of learning about the Youth Commission for the city of Saint Charles. Upon researching the intent and purpose of the commission, "The Commission shall encourage the continuing betterment of opportunities for the wholesome development of youth in the St. Charles community; it is my hope to be part of the group of citizens on this board. The youth in our community can benefit greatly from a commission that seeks input from the various organizations which serve and support the youth in the Saint Charles community. I would be honored to have an opportunity to serve on the Youth Commission for the city of Saint Charles.

Attached you will find my resume which speaks to my past work record. Thank you for your consideration.

Respectfully,

A handwritten signature in black ink, appearing to read "Donna Clavelli". The signature is fluid and cursive, with the first name "Donna" being more prominent than the last name "Clavelli".

Donna Clavelli

# Donna Clavelli

St. Charles, IL 60175

## Career Objective

To continue professional growth by serving my community promoting educational opportunities for students.

## Professional Development in Education

### Principal, Wild Rose Elementary School

St. Charles, IL  
2008-2015

- Facilitate services for all students including but not limited to those with special needs
- Support the design and implementation of staff development
- Maintain high standards of student conduct and enforce student discipline as needed.
- Promote positive communication with families and community members
- Established instructional practices driven by statistical performance data
- Modeled expected and appropriate leadership to promote teaching staff and administrative personnel's positive interaction with students and families
- Built productive relationships with parents of students facing difficult situations at school or at home
- Performed classroom evaluations to assess teacher strategies and effectiveness

### Assistant Principal, Bell Graham and Wild Rose Elementary School

St. Charles, IL  
2007-2008

- Assist in establishing and maintaining an effective learning climate in the school
- Facilitate services for all students including but not limited to those with special needs
- Evaluate staff
- Support the design and implementation of staff development
- Maintain high standards of student conduct and enforce student discipline as needed
- Facilitate the Student Services Tea
- Promote positive communication with families and community members

### Assistant Principal, Thompson Middle School

St. Charles, IL  
2005-2007

- Worked with guidance counselors, social worker, and psychologist to support students
- Implemented student discipline with parent communication
- Worked directly with custodial staff to maintain facilities
- Observed, supported and evaluated staff
- Supported the SIP team and Team Leaders

### Middle School Physical Education/Health Teacher

St. Charles, IL  
2003-2005

- Instructed and assessed middle school students in the areas of kinesthetic wellness and health
- Planned and facilitated teacher in-service days
- Middle School Physical Education Team Leader
- Co-coordinator for the TEK program (Teachers Encouraging Kids)

Wasco, IL

# Donna Clavelli

St. Charles, IL 60175

## Elementary School Physical Education Teacher

- Developed kinesthetic awareness, promoted personal wellness, and fostered creativity for elementary age students 1996-2003
- Implemented a before school volleyball and basketball program
- Collaborated as a member of the School Improvement Team

## Elementary and Middle School Physical Education/Health Teacher

St. Charles, IL  
1994-1996

- Taught Physical Education and Health at six schools throughout CUSD 303

## Substitute Teacher CUSD 303

St. Charles, IL  
1992-1994

- Substitute taught in various K-12 classrooms

## Education and Certifications

### Aurora University

Aurora, IL  
2003-2005

- Type 75 Certification

### Northern Illinois University

DeKalb, IL  
1980-1983

- Master of Science in Physical Education

### Northern Illinois University

DeKalb, IL  
1972-1976

- Bachelor of Science in Physical Education

Steve Spurling

[REDACTED]  
St Charles, IL 60174

Steve and his family are 15 year residents of St Charles. In those fifteen years Steve has been an active member of the community. He was a member of the CUSD 303 Board of Education from 2009-2017 and served as president from 2011-2016. For the past year Steve has also sat on the Corridor Improvement Commission. As a father of three, Steve has was very involved in coaching youth sports teams when his children were younger.

Mr. Spurling is President of The Spurling Group, LLC. Based in St Charles, The Spurling Group is dedicated to providing sales and distribution to institutional investment management firms.

Mr. Spurling is a member of St John Neumann.

**Steven (Steve) Spurling, C(k)P**

[REDACTED]  
St Charles, IL 60174

Cell: [REDACTED]

Email: [REDACTED]

**Business Experience**

Over a highly successful 30 year career in retirement plan / investment sales, I have built one of the largest and deepest networks of retirement plan industry professionals. With a sterling reputation and a long track record of top producing success, I would be a prized addition to any DCIO or institutional wholesaling team.

**The Spurling Group, LLC**, President. February, 2017 - present.

This is a company that I founded in 2017. The company is dedicated to bringing DCIO access to small and mid-sized mutual fund managers. First partner firm was signed in 2017. My goal is to build this into a multi-platform DCIO distributor.

**Columbia Threadneedle Investments**, Regional VP. July, 2011 - February 2017.

Responsible for developing and executing a successful sales strategy for gathering retirement plan assets.

- Consistent top-producer on a team of 7-9. Always met or exceeded sales goals.
- Experience was instrumental in developing a highly successful Stable Value fund pitch and sales track.
- Created a much sought after program for helping advisor's practice management and branding.
- Closed the largest piece of business in Columbia DCIO (\$175M).
- Received asset placement in several DB plans and often used my DB experience to help retail wholesalers close LDI business.

**Principal Financial Group**, Director of Business Development. January, 2005 - July, 2011

Responsible for providing retirement plan sales coaching to advisors in strategic firms.

- Consistent top producer on team of 8-10.
- Valuable part of #1 producing retirement plan office in nation.
- Instrumental in launching mutual fund and DCIO sales efforts.
- Developed deep expertise in 403(b), 401(k), ESOP, DB and NQ Deferred Comp plans.

**American Express Tax & Business Svcs**, National Sales Director. August, 2003 - January, 2005.

Responsible for developing and selling an open-architecture platform through financial advisors.

- Responsible for opening sales offices in NY, LA and Phoenix.
- Obtained a steady flow of referrals from firm accountants which had always been a problem.

**Stanton Trust Company**, National Sales Director. January, 2003 - August 2003.

Created sales efforts for trust platform sales through TPAs nationally.

- Far exceeded revenue expectations through first part of year.
- Firm underwent restructuring and disbanded many initiatives including this program.

**MassMutual**, Managing Director. January, 2001 - August, 2002.

Managed Philadelphia retirement plan sales office which had not been covered for several years.

- Built pipeline to over \$1B in first six months.
- Closed a DB plan from start to finish within first 4 months (far ahead of expectations).

**Kemper Financial**, Various roles. June, 1990 - December, 2000.

Began Kemper career on outbound sales desk and was quickly promoted to hybrid wholesaler. Then created two new sales channels and eventually became retirement plan wholesaler covering Washington, DC through NY.

- Consistent sales leader in retirement plan platform sales.
- Created, developed and ran two national TPA programs.
- Became youngest VP in the company in 1993.

## **Education**

B.S. Economics; Illinois State University, 1987

## **Skills and Expertise**

- Very polished public speaker. Always one of the top rated speakers at events.
- Proven success in DCIO, mutual funds, ETFs, CITs, alternative investments, and stable value.
- Deep expertise in 401(k), 403(b), DB, ESOP, NQDC, and cash balance plans.
- Founder of Chicago chapter of NIPA.
- FINRA Licenses: Series 6, 7, 63, 65
- Designations: C(K)P from The Retirement Advisor University, UCLA.

## **Personal**

- Married for 22 years with 3 children (17, 19, 21).
- Former member of large district Board of Education (2009-2017); President (2011 - 2016)
- 2017 recipient of Carnegie Hero Medal.

**CITY OF ST. CHARLES**  
**BOARDS & COMMISSIONS APPOINTMENTS**  
**2019-2020**

<u>HISTORIC PRESERVATION COMM. (1994)</u>	<u>TERM EXP</u>	<u>MENTAL HEALTH BOARD (1995)</u>	
Phil Krahenbuhl	4-30-20	Barb Gacic	4-30-20
Tom Pretz	4-30-20	<b>Carla Cumblad</b>	<b>4-30-22</b>
<b>Kim Malay</b>	<b>4-30-22</b>	Michael Cohen	4-30-20
<b>Phil Kessler</b>	<b>4-30-22</b>	<b>Brian Travilla</b>	<b>4-30-22</b>
Frederick Norris, Jr. (Chair)	4-30-21	<b>Carolyn Waibel (Chair)</b>	<b>4-30-22</b>
Dr. Steven Smunt (Vice Chair)	4-30-21	Ron Weddell	4-30-21
Pam Mann	4-30-21	Ron Silkaitis	4-30-21
<u>PLAN COMMISSION (1997)</u>		<u>HOUSING COMMISSION (2006)</u>	
Tim Kessler (Vice Chair)	4-30-20	Rita Anne Payleitner	4-30-21
Jennifer Becker	<b>4-30-22</b>	Jennifer Becker	4-30-21
<b>Jeffrey Funke</b>	<b>4-30-22</b>	<b>Louis Dries</b>	<b>4-30-22</b>
Peter Vargulich	4-30-21	Corrine Pierog	4-30-20
Tom Pretz	4-30-21	John Glenn	4-30-20
James Holderfield	4-30-20	<b>Carolyn Waibel (School Board. Representative)</b>	<b>4-30-22</b>
<b>Laura Macklin-Purdy</b>	<b>4-30-22</b>	<b>Liz Eakins (Chair)</b>	<b>4-30-22</b>
<b>Todd Wallace (Chair)</b>	<b>4-30-22</b>	Karrsten Goettel (Park District)	4-30-20
<b>Suzanne Melton</b>	<b>4-30-22</b>	Sean Baker	4-30-20
<u>YOUTH COMMISSION (1980)</u>		<u>VISITORS CULTURAL COMMISSION (1996)</u>	
<b>Donna Clavelli</b>	<b>4-30-21</b>	<b>Sally Stancati</b>	<b>4-30-22</b>
Diane Saylor	4-30-20	<b>Sharon Spero</b>	<b>4-30-22</b>
<b>Jayme Muenz</b>	<b>4-30-21</b>	Anne L. Becker (Chair)	4-30-20
Marianne F. Weick	4-30-20	Larry Maholland	4-30-20
<b>Daniel Kelly</b>	<b>4-30-21</b>	Scott Corbin	4-30-21
<b>Cheryl Denz (Chair)</b>	<b>4-30-21</b>	Jodi L. Manthei	4-30-21
Jim Diorio	4-30-20	<b>Jamie Swenson</b>	<b>4-30-22</b>
Lara Kristofer (Secretary)	4-30-20	Kathy Melone	4-30-20
Cliff Hime (Treasurer)	4-30-20	Sue Klinkhamer	4-30-21
<b>Colleen Weise</b>	<b>4-30-21</b>		
<u>NATURAL RESOURCES COMMISSION (1988)</u>		<u>ZONING BOARD OF APPEALS (1976)</u>	
Thomas Galante	4-30-20	<b>James Holderfield</b>	<b>4-30-23</b>
Ryan Johnson	<b>4-30-22</b>	Charles Simpson	4-30-22
Kathy Brens	4-30-20	Scott Buening (Secretary)	4-30-21
<b>Suzi Myers</b>	<b>4-30-22</b>	Bryan Wirball	4-30-22
Jon Duerr	4-30-20	<b>Vacant</b>	4-30-22
<b>Pam Otto</b>	<b>4-30-22</b>	Elmer Rullman III (Chair)	4-30-20
<b>Ralph Grathoff (Chair)</b>	<b>4-30-22</b>	<b>Steven Spurling</b>	<b>4-30-25</b>
Caroline Wilfong	4-30-20		
Lee Haggas	4-30-22		
Loren Nagy	4-30-22		
Heather Goudreau	4-30-22		
Jillian Leturno (Student Member)	4-30-20		
Isabella Bernat (Student Member)	4-30-20		
Chloe Fanning (Student Member)	4-30-20		
Claire Norman (Student Member)	4-30-20		

Commission term renewed

New Appointment to Commission/Board


<b>BUILDING BOARD OF REVIEW</b>		<b>BD. FIRE &amp; POLICE COMMISSIONERS</b>	
(2009)		(1987)	
<b>Tom Ritchie (General Contractor)</b>	<b>4-30-22</b>	Keith Rollins	4-30-20
<b>Dan Marshall (Architect)(Chair)</b>	<b>4-30-22</b>	John Kennedy	4-30-21
Dan Hartel (Fire)	4-30-20	Don Haines (Chair)	4-30-20
Mark Marion (Electric)	4-30-20	<b>Patrick Reed</b>	<b>4-30-22</b>
John Wagner (Plumbing)	4-30-20	<b>Geoff Pretkelis</b>	<b>4-30-22</b>
<b>POLICE PENSION BOARD</b>		<b>FIREMEN'S PENSION FUND BOARD</b>	
(1997)			
Steve Heike	4-30-20	*Anthony Centimano	4-30-20
** Dave Jannusch	4-30-20	*Nicholas Marqui	4-30-19
*Brooks Boyce	4-30-19	Lance Maxwell	4-30-21
<b>Chris Minick</b>	<b>4-30-21</b>	Chief Joe Schelstreet	4-30-21
<b>Chief Jim Keegan</b>	<b>4-30-21</b>	Chris Minick	4-30-21
*Elected by Police Dept.		*Elected by Fire Dept.	
**Elected by Retirees		**Elected by Retirees	

Commission term renewed

New Appointment to Commission/Board

#### TERM LENGTH PER BOARD/COMMISSION

<b>Board of Fire and Police Commissioners</b>	3 years	<b>Natural Resources Commission</b>	4 years
<b>Building Board of Review</b>	3 years	<b>Plan Commission</b>	4 Years
<b>Corridor Improvement Commission</b> (Dissolved 2001 – 2019)	3 years	<b>Police Pension Board</b>	2 years
<b>Firemen's Pension Fund Board</b>	3 years	<b>Visitors Cultural Commission</b>	3 years
<b>Historic Preservation Commission</b>	3 years	<b>Youth Commission</b>	2 years
<b>Housing Commission</b>	3 years	<b>Zoning Board of Appeals</b>	5 years
<b>Mental Health Board</b>	4 years		

	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: IC
	Title:	Presentation of a Recommendation from Mayor Rogina to Approve Reappointments of Members to City Boards and Commissions Members for Fiscal Year 2019/20	
	Presenter:	Mayor Raymond P. Rogina	
Meeting: City Council		Date: May 6, 2019	
Proposed Cost: \$		Budgeted Amount: \$	Not Budgeted: <input type="checkbox"/>
<b>Executive Summary</b> <i>(if not budgeted please explain):</i>  <p>Request favorable consideration of annual reappointments for members of City Boards and Commissions whose current terms have expired for Fiscal Year 2019/20.</p> <p>Kim Malay – Historic Preservation Commission  Phil Kessler - Historic Preservation Commission  Jayme Muenz – Youth Commission  Daniel Kelly – Youth Commission  Cheryl Denz – Youth Commission  Colleen Weise - Youth Commission  Louis Dries – Housing Commission  Carolyn Waibel – Housing Commission  Liz Eakins - Housing Commission  Sally Stancati – Visitors Cultural Commission  Sharon Spero – Visitors Cultural Commission  Jamie Swenson - Visitors Cultural Commission  Tom Ritchie – Building Board of Review  Dan Marshall - Building Board of Review  Chris Minick - Police Pension Board  Chief Jim Keegan - Police Pension Board  Geoff Pretkelis – Board of Fire and Police Commissioners</p>			
<b>Attachments</b> <i>(please list):</i> Appointments - City Boards & Commissions for 2019/20			
<b>Recommendation/Suggested Action</b> <i>(briefly explain):</i> Presentation of a recommendation from Mayor Rogina to approve reappointments of members to City Boards and Commissions members for Fiscal Year 2019/20.			

**CITY OF ST. CHARLES**  
**BOARDS & COMMISSIONS APPOINTMENTS**  
**2019-2020**

<u>HISTORIC PRESERVATION COMM. (1994)</u>	<u>TERM EXP</u>	<u>MENTAL HEALTH BOARD (1995)</u>	
Phil Krahenbuhl	4-30-20	Barb Gacic	4-30-20
Tom Pretz	4-30-20	<b>Carla Cumblad</b>	<b>4-30-22</b>
<b>Kim Malay</b>	<b>4-30-22</b>	Michael Cohen	4-30-20
<b>Phil Kessler</b>	<b>4-30-22</b>	<b>Brian Travilla</b>	<b>4-30-22</b>
Frederick Norris, Jr. (Chair)	4-30-21	<b>Carolyn Waibel (Chair)</b>	<b>4-30-22</b>
Dr. Steven Smunt (Vice Chair)	4-30-21	Ron Weddell	4-30-21
Pam Mann	4-30-21	Ron Silkaitis	4-30-21
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Jennifer Becker	<b>4-30-22</b>	Jennifer Becker	4-30-21
<b>Jeffrey Funke</b>	<b>4-30-22</b>	<b>Louis Dries</b>	<b>4-30-22</b>
Peter Vargulich	4-30-21	Corrine Pierog	4-30-20
Tom Pretz	4-30-21	John Glenn	4-30-20
James Holderfield	4-30-20	<b>Carolyn Waibel (School Board. Representative)</b>	<b>4-30-22</b>
<b>Laura Macklin-Purdy</b>	<b>4-30-22</b>	<b>Liz Eakins (Chair)</b>	<b>4-30-22</b>
<b>Todd Wallace (Chair)</b>	<b>4-30-22</b>	Karrsten Goettel (Park District)	4-30-20
<b>Suzanne Melton</b>	<b>4-30-22</b>	Sean Baker	4-30-20
<u>YOUTH COMMISSION (1980)</u>		<u>VISITORS CULTURAL COMMISSION (1996)</u>	
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Diane Saylor	4-30-20	<b>Sharon Spero</b>	<b>4-30-22</b>
<b>Jayme Muenz</b>	<b>4-30-21</b>	Anne L. Becker (Chair)	4-30-20
Marianne F. Weick	4-30-20	Larry Maholland	4-30-20
<b>Daniel Kelly</b>	<b>4-30-21</b>	Scott Corbin	4-30-21
<b>Cheryl Denz (Chair)</b>	<b>4-30-21</b>	Jodi L. Manthei	4-30-21
Jim Diorio	4-30-20	<b>Jamie Swenson</b>	<b>4-30-22</b>
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<b>Colleen Weise</b>	<b>4-30-21</b>		
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<b>Suzi Myers</b>	<b>4-30-22</b>	Bryan Wirball	4-30-22
Jon Duerr	4-30-20	<b>Vacant</b>	4-30-22
<b>Pam Otto</b>	<b>4-30-22</b>	Elmer Rullman III (Chair)	4-30-20
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Caroline Wilfong	4-30-20		
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Loren Nagy	4-30-22		
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Isabella Bernat (Student Member)	4-30-20		
Chloe Fanning (Student Member)	4-30-20		
Claire Norman (Student Member)	4-30-20		

Commission term renewed

New Appointment to Commission/Board

<b>BUILDING BOARD OF REVIEW</b>		<b>BD. FIRE &amp; POLICE COMMISSIONERS</b>	
(2009)		(1987)	
<b>Tom Ritchie (General Contractor)</b>	<b>4-30-22</b>	Keith Rollins	4-30-20
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<b>POLICE PENSION BOARD</b>		<b>FIREMEN'S PENSION FUND BOARD</b>	
(1997)			
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** Dave Jannusch	4-30-20	*Nicholas Marqui	4-30-19
*Brooks Boyce	4-30-19	Lance Maxwell	4-30-21
<b>Chris Minick</b>	<b>4-30-21</b>	Chief Joe Schelstreet	4-30-21
<b>Chief Jim Keegan</b>	<b>4-30-21</b>	Chris Minick	4-30-21
*Elected by Police Dept.		*Elected by Fire Dept.	
**Elected by Retirees		**Elected by Retirees	

Commission term renewed

New Appointment to Commission/Board

#### TERM LENGTH PER BOARD/COMMISSION

<b>Board of Fire and Police Commissioners</b>	3 years	<b>Natural Resources Commission</b>	4 years
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<b>Firemen's Pension Fund Board</b>	3 years	<b>Visitors Cultural Commission</b>	3 years
<b>Historic Preservation Commission</b>	3 years	<b>Youth Commission</b>	2 years
<b>Housing Commission</b>	3 years	<b>Zoning Board of Appeals</b>	5 years
<b>Mental Health Board</b>	4 years		

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: ID

Title:

Presentation of Swearing in of the Board of Fire and Police Commissioners

Presenter:

Mayor Raymond P. Rogina

Meeting: City Council

Date: May 6, 2019

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

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

Swearing in of members of Board of Fire and Police Commissioners.

**Attachments** *(please list):***Recommendation/Suggested Action** *(briefly explain):*

Presentation of Swearing in of the Board of Fire and Police Commissioners.

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IE

Title:

Presentation of a Recommendation from Mayor Rogina to Approve Reappointment of City Administrator for Fiscal Year 2019/20

Presenter:

Mayor Raymond P. Rogina

Meeting: City Council

Date: May 6, 2019

Proposed Cost: \$

Budgeted Amount: \$

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

Request favorable consideration of reappointment of Mark Koenen as City Administrator for Fiscal Year 2019/2020.

**Attachments** *(please list):***Recommendation/Suggested Action** *(briefly explain):*

Presentation of a recommendation from Mayor Rogina to approve reappointment of City Administrator for Fiscal Year 2019/20.

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IF

Title:

Presentation of a Recommendation from Mayor Rogina to Appoint Department Directors for Fiscal Year 2019/2020, as Recommended by City Administrator Mark Koenen

Presenter:

Mayor Raymond P. Rogina

Meeting: City Council

Date: May 6, 2019

Proposed Cost: \$

Budgeted Amount: \$

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

Request favorable consideration of appointments for Department Directors for Fiscal Year 2019/2020.

**Attachments** *(please list):*

Appointment Memo

**Recommendation/Suggested Action** *(briefly explain):*

Presentation of a Recommendation from Mayor Rogina to Appoint Department Directors for Fiscal Year 2019/2020, as Recommended by City Administrator Mark Koenen



City Administrator's Office

## M E M O R A N D U M

Date: March 28, 2019  
To: Mayor Raymond Rogina  
From: Mark Koenen  
Re: Director/Chief Reappointments

---

In accordance with Section 2.10.080 of the City of St. Charles Code of Ordinances; I hereby submit my recommendations for appointment of staff officers for the City of St. Charles, Fiscal Year 2019/2020.

Subject to your approval, these appointments can be placed on the May 6, 2019 agenda of the City Council meeting.

My recommendations are as follows:

Director of Information Systems:	Larry Gunderson
Chief of Police:	James Keegan
Director of Human Resources:	Jennifer McMahon
Director of Finance:	Christopher Minick
Chief of Fire:	Joseph Schelstreet
Director of Public Works:	Peter Suhr
Director of Community & Economic Development:	Rita Tungare

I welcome the opportunity to discuss these recommendations at your convenience.

Thank you.

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IG

Title:

Presentation of a Recommendation from Mayor Rogina to Approve Appointment of Deputy City Clerk for Fiscal Year 2019/20

Presenter:

Mayor Raymond P. Rogina

Meeting: City Council

Date: May 6, 2019

Proposed Cost: \$

Budgeted Amount: \$

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

Request favorable consideration of appointment of Tracey Conti as Deputy City Clerk for Fiscal Year 2019/2020.

**Attachments** *(please list):***Recommendation/Suggested Action** *(briefly explain):*

Presentation of a recommendation from Mayor Rogina to approve appointment of Deputy City Clerk for Fiscal Year 2019/2020.

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IH

Title:

Presentation of a Recommendation from Mayor Rogina to Approve Reappointment of City Attorney for Fiscal Year 2019/2020

Presenter:

Mayor Raymond P. Rogina

Meeting: City Council

Date: May 6, 2019

Proposed Cost: \$

Budgeted Amount: \$

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

Request favorable consideration of reappointment of City Attorney John McGuirk of the Law Firm Hoscheit, McGuirk, McCracken & Cuscaden located in St. Charles, IL for Fiscal Year 2019/2020.

**Attachments** (*please list*):**Recommendation/Suggested Action** (*briefly explain*):

Presentation of a recommendation from Mayor Rogina to approve reappointment of City Attorney for Fiscal Year 2019/20.

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: II

Title:

Recommendation from Mayor Rogina to Approve  
Appointments of Mayor Pro Tem, Committee Chairmen,  
and City Liaisons

Presenter:

Mayor Rogina

Meeting: City Council – New Business

Date: May 6, 2019

Proposed Cost: N/A

Budgeted Amount: N/A

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

Attached is a list of appointments including Mayor Pro Tem, Committee Chairmen, and City Liaisons. These appointments are for 2-year terms and will expire in FY 21/22.

**Attachments** *(please list):*

Letter describing appointments

**Recommendation/Suggested Action** *(briefly explain):*

Recommendation from Mayor Rogina to Approve Appointments of Mayor Pro Tem, Committee Chairmen, and City Liaisons.

# Mayor's Office



## Memo

**Date:** April 16, 2019  
**To:** City Council Members  
**From:** Mayor Rogina  
**CC:** Mark Koenen  
**Re:** Appointments

---

By virtue of this memorandum I would request your favorable consideration for the following appointments:

1. Dan Stellato as Mayor Pro Tem
2. Maureen Lewis as Chairman of the Government Operations Committee and Todd Bancroft as Vice-Chairman.
3. Rita Payleitner as Chairman of the Planning & Development Committee and Ed Bessner as Vice-Chairman.
4. Ron Silkaitis as Chairman of the Government Services Committee and Art Lemke as Vice-Chairman.
5. Lora Vitek and David Pietryla, Liquor Control Commission members
6. Maureen Lewis, Downtown St. Charles Partnership liaison\*
7. Art Lemke, St. Charles Convention and Visitors Bureau liaison\*
8. Ron Silkaitis, St. Charles 708 Mental Health Board liaison
9. Rita Payleitner, Housing Commission liaison
10. Bill Turner, Tri-Com Board
11. Bill Turner and Ray Rogina, Tri-City Ambulance Board
12. David Pietryla, St. Charles History Museum liaison
13. David Pietryla, Norris Cultural Arts Center Board of Directors

\*Will be amended upon merger of the Downtown St. Charles Partnership and the St. Charles Convention and Visitors Bureau.

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IJ

Title:

Presentation of a recommendation from Mayor Rogina to approve reappointment of Prosecuting Attorney Timothy O'Neil for Fiscal Year 2019/20.

Presenter:

Mayor Raymond P. Rogina

Meeting: City Council

Date: May 6, 2019

Proposed Cost: \$

Budgeted Amount: \$

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

Request favorable consideration to approve the reappointment of Timothy O'Neil, of Foote, Mielke, Chavez & O'Neil, LLC, Geneva, IL as the Prosecuting Attorney for the City of St. Charles for fiscal year 2019/2020.

The Kane County State's Attorney's Office is responsible to prosecute all misdemeanor and felony cases initiated by the St. Charles Police Department. All ordinance violations are prosecuted by a private attorney under contract to the City with the approval of the State's Attorney.

Timothy O'Neil is an approved prosecutor of Kane County.

**Attachments** *(please list):*

None

**Recommendation/Suggested Action** *(briefly explain):*

Presentation of a recommendation from Mayor Rogina to approve reappointment of Prosecuting Attorney Timothy O'Neil for Fiscal Year 2019/2020.

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: IK

Title:

Presentation of a recommendation from Mayor Rogina to approve the appointment of Patrick Crimmins as the prosecuting attorney for the City of St. Charles Liquor Control Commission for Fiscal Year 2019/2020.

Presenter:

Mayor Raymond P. Rogina

Meeting: City Council

Date: May 6, 2019

Proposed Cost: \$

Budgeted Amount: \$

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

Request favorable consideration to approve the appointment of Patrick Crimmins, of Patrick Crimmins Law Firm, Geneva, IL as the Prosecuting Attorney for the St. Charles Liquor Control Commission, fiscal year 2019/2020.

**Attachments** (*please list*):

None

**Recommendation/Suggested Action** (*briefly explain*):

Presentation of a recommendation from Mayor Rogina to approve the appointment of Patrick Crimmins as the prosecuting attorney for the City of St. Charles Liquor Control Commission for Fiscal Year 2019/2020.