

**GENERAL GOVERNMENT COMMITTEE
MAY 4, 2023, MEETING MINUTES
Village Hall
740 Hillgrove Avenue, Presidents Chamber
Western Springs, IL 60558**

May 4, 2023 @ 7:00 p.m.

Present

Chair Tyrrell, President Rudolph (acting in her role as Trustee/Member of General Government Committee), Village Manager Ellen Baer, Deputy Village Manager Biernacki, Village Attorney Anne Skrodzki

Chair Tyrrell moved to open the committee meeting, seconded by President Rudolph. The motion passed on a roll call vote. Voting aye: Chair Tyrrell and President Rudolph. The General Government Committee meeting was called to order at 7:00 p.m.

Agenda Items

1. Public Comment

There were no public comments.

2. Approval of Minutes

Chair Tyrrell moved, seconded by Committee Member/President Rudolph, to approve the minutes of the meeting of April 5, 2023, as read. The motion passed on a roll call vote. Voting aye: Chair Tyrrell and Member Rudolph. Voting nay: None.

3. St. John of the Cross Raffle License Request

The committee reviewed a request from St. John of the Cross Parish for a raffle license to conduct a raffle on June 18, 2023, with raffle ticket sales occurring from May 1, 2023 to June 18, 2023. St. John of the Cross Parish requested a waiver of the \$25 raffle license application fee and the requirement to post a bond. St. John of the Cross Parish has historically conducted similar raffles in the community without any issues or incidents and this request is determined to be reasonable based upon their previous raffle license experience. It should be noted that after the event, St. John of the Cross Parish will be required to submit a Post Raffle Report as required by the Western Springs Municipal Code and this report should be submitted to the attention of the Deputy Village Clerk.

The committee reviewed this request and will recommend Board approval of the raffle license and the waiver of the associated raffle license fee and bond. This matter will be considered for approval by the Board of Trustees on May 8, 2023.

4. Western Springs Business Association (WSBA) Liquor License Request

The Western Springs Business Association (WSBA) has submitted their 2023 request(s) for a temporary use permit and special event liquor license – Class “J” for beer and wine sales at the Village Tower Green and portions of adjacent street right-of-way on Hillgrove Avenue, Lawn Avenue, Grand Avenue and Walnut Street.

A request letter dated April 4, 2023 has been submitted by Mike McNeilly, President of WSBA outlining the events and details related to these events. Four (4) special events are planned in 2023 including the following:

- Gathering on the Green: Friday, June 16 from 4 p.m. to 10 p.m.
- Jammin’ in July: Wednesdays, July 12, 19, and 26 from 5 p.m. to 9 p.m.
- Fall Fest: September 22 from 5 p.m. to 9 p.m.
- Winter Wonderland: Saturdays, December 2 and 9, and Sundays, December 3 and 10 from noon to 5:00 p.m.

Alcohol will be sold at all the above events except for Winter Wonderland in December. Based upon their past successes and an extraordinary team of volunteers, WSBA has proven over the years that they can manage the summer concerts. Staff also believes that the additional special events above align with the Village Board’s strategic goal of having more public events within the Downtown to create an activity center and attract customers to Downtown business.

The committee reviewed this request and will recommend approval of the temporary use permit and special event liquor license(s) being requested by WSBA. This matter will be considered during the May meeting cycle.

5. Board of Trustees Summer Meeting Schedule Change – June 19 and July 24, 2023

The committee reviewed a request to modify the summer Board meeting schedule for June and July. The previously scheduled June 12 Board meeting would be held on June 19. The previously scheduled July 17 Board meeting would be held on July 24. This change is recommended to accommodate Board member schedules. With no objection from the committee, the schedule change will be presented to the Board on May 8 for consideration of approval during the May meeting cycle.

6. Other

Village Manager Baer notified the committee that adjustments to wages for the non-union staff will be under review for processing in June. Mid-year increases of 3% were included in the 2023 budget. The committee will receive an update on this process next month.

7. Schedule Next Committee Meeting

The next General Government Committee meeting was tentatively scheduled for

Wednesday, June 14, 2023, at 7:00 p.m. New committee assignments are expected to be announced on May 22, 2023, by President Rudolph, so before publication of this June committee meeting date, committee member availability will be verified.

8. Adjourn

MOTION:

Chair Tyrrell made a motion to adjourn, seconded by President Rudolph. The motion passed on a unanimous voice vote. The meeting was adjourned at 7:12 p.m.

Respectfully submitted,



Deputy Clerk Haeske