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**CITY OF WARRENVILLE
TOURISM AND ARTS COMMISSION
REGULAR MEETING**

Thursday, November 15, 2018 at 7:00 p.m.
In the Gallery Conference Room
at City Hall, 28W701 Stafford Place, Warrenville

MINUTES

A. CALL TO ORDER

The meeting was called to order by Commissioner Monica Johnson at 7:02 p.m.

B. ROLL CALL

PRESENT: Commissioners Monica Johnson, Julie Shawback, Judy Wilkie,
Linda Osborn, and Brinsley Lewis.

ABSENT: None

ALSO PRESENT: Council Liaison Clare Barry and Staff Liaison Cristina White

C. APPROVAL OF THE SEPTEMBER 13, 2018 MINUTES

A Motion was made by Commissioner Wilkie to approve the October 11, 2018 minutes. The Motion was seconded by Commissioner Shawback and unanimously approved.

D. CITIZENS' COMMENTS

None

E. STAFF REPORT

Liaison White provided updates on the following items:

Warrenville Trailhead Project – On Monday, October 29, the Warrenville Trailhead Workgroup convened to discuss the parking occupancy study prepared by James J. Benes & Associates, Inc., and reached consensus on a conceptual design to be recommended.

Toys for Tots Campaign – The Police Department will once again be a drop-off site for the U.S. Marine Corps Toys-for-Tots program. New unwrapped toys may be brought in to the Police Department during regular business hours now through Noon on Friday, December 14.

Christmas Sharing – This year marks the sixth year that City employees and elected officials will have an opportunity to participate in Christmas Sharing – a program that assists Warrenville families.

No Shave November (NSN) – During the month of November, any police officer wanting to participate, will donate a minimum of \$25 to benefit childhood cancer research and treatment. Those participating officers will be allowed to grow facial hair (beards and goatees) that are kept neatly trimmed. A majority of DuPage County Police Departments participate in this charitable fundraising event.

City Hall Offices Closed – On Thursday, November 22 and Friday, November 23, City Hall will be closed for the Thanksgiving holiday. The office will be open again on Monday, November 26 with normal business hours.

F. BUSINESS OF MEETING

1. DISCUSSION OF FY 2020 HOTEL GRANT APPLICATIONS

The Commission continued its review of the FY 2020 Hotel Grant Applications. All applicants who were requested from last meeting to provide answers and further clarification complied accordingly. Ruth Brackman (Art on the Prairie), Dorothy Deer (WIB), and Sheri Potter (Fall Fest) attended to answer in person. During discussion, additional questions arose. The respective applicants will be contacted for follow-up.

2. DISCUSSION AND APPROVAL OF PARK DISTRICT REQUEST TO TRANSFER FUNDS FOR FY 2019 GRANT

There was overspending in the Events category, and underspending in the Arts and Tourism categories. Motion was made by Commissioner Osborn and seconded by Chair Johnson to authorize a funds transfer between categories to cover the shortfall. Motion was unanimously approved.

3. DISCUSSION OF WIB REQUESTS FOR USE OF FY 2019 GRANT FUNDS

A request was made to allocate the savings from this year's installation and removal of planters, to the purchase of new planters for the Police Department walkway, and to establish a Butterfly garden at the back of the Public Library building. After some discussion, Motion was made by Commissioner Wilkie and seconded by Commissioner Osborn, to table this request for a future agenda. The Motion was unanimously approved.

4. DISCUSSION AND APPROVAL OF FY 2020 TAC WORK PLAN

Liaison White presented a proposed FY 2020 work plan to guide the efforts of the TAC. After discussion, a Motion was made by Commissioner Shawback and seconded by Commissioner Wilkie to approve the plan as presented. The Motion was unanimously approved.

5. DISCUSSION OF FY 2020 AESTHETIC ENHANCEMENT PROGRAM

Chair Johnson provided photos of some sample art pieces that can be displayed around the City. This was for informational purposes, as sites have yet to be determined.

6. REVIEW OF FINAL REPORTS

Reports covering FY 2019 grants for Warrenton Tavern, Art on the Prairie, Concerts on the Commons, and Summer Tea were presented. They were all accepted as submitted.

G. COMMISSIONER COMMENTS/REPORTS

None

H. ADJOURN

A Motion was made by Commissioner Johnson to adjourn the meeting. It was seconded by Commissioner Osborn and unanimously approved. The meeting was adjourned at 9:24 pm

Respectfully submitted,
Commissioner Brinsley Lewis