



Legislation Details (With Text)

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Title: Approve the Calendar Year 2024 SECA Grant Fund Program City Obligation allocations in the amount of \$1,198,416

Sponsors:

Indexes:

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Date	Ver.	Action By	Action	Result
10/17/2023	1	City Council	approved	Pass

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Approve the Calendar Year 2024 SECA Grant Fund Program City Obligation allocations in the amount of \$1,198,416

DEPARTMENT: Community Services

SUBMITTED BY: Dawn Portner, Special Events Coordinator

BOARD/COMMISSION REVIEW:

N/A

BACKGROUND:

A portion of the Special Events and Community Arts (SECA) Grant Fund Program is dedicated to obligations that must be funded in accordance with an ordinance, resolution, Intergovernmental Agreement, or in support of fund administration. In 2016, the City Council assumed review/allocation authority for these items and approved the SECA Commission recommendations to rename the category "City Obligations" and expand it to include the following recipients:

- | | |
|----------------------------|---------------------------------|
| 4th of July Fireworks | Century Walk Maintenance |
| Carillion Maintenance | Century Walk Public Art Program |
| DCM Purchase Reimbursement | Grant Management Software |
| NDP Marketing | Naperville Municipal Band |
| NCTV17 Event Coverage | NCTV17 News |
| Riverwalk Maintenance | Special Events Coordinator |

On August 17, 2021, when the City Council approved the Calendar Year (CY) 2022 City Obligations allocations, it expressed concern regarding lack of financial oversight of the recipients and the need

to examine the City’s processes and controls for all grantees.

The City Council directed staff to develop an application process for City Obligations recipients similar to that of discretionary funding applicants.

As such, staff created a City Obligations Application which requires grantees to explain the community impact of the request and the organization’s SECA award history. The application also requires the submission of the most recently completed agency audit or annual financial statement, a detailed budget worksheet (provided by the City), Federal Form 990 (if required to file), and a Disclosure of Interest. Similar to discretionary award grantees, City Obligations applicants are also required to submit invoices, receipts, or canceled checks in order to process reimbursement requests.

DISCUSSION:

The table below depicts the requests for CY 2024 as well as a three-year award history. A brief excerpt from each application is also included for your reference.

**CY 2024 SECA Grant Fund Program
City Obligations Allocation**

Organization	CY21	CY22	CY23	CY24
4th of July Fireworks - City Contribution	20,000	20,000	40,000	40,000
4th of July Shuttle Busses	30,000	30,000	0	0
DCM Purchase Reimbursement	150,000	150,000	150,000	150,000
Carillon Maintenance	108,397	110,023	111,673	114,748
Grant Management Software Maintenance	7,600	6,775	7,000	0
Century Walk Public Art - Capital	N/A	100,000	100,000	100,000
Century Walk Public Art - Maintenance	50,000	50,000	50,000	50,000
Naperville Development Partnership	175,000	175,000	175,000	175,000
Naperville Municipal Band	155,403	151,451	149,766	145,359
NCTV17 - Community Event Coverage	24,000	24,000	24,000	24,000
NCTV17 - Naperville News	36,000	36,000	36,000	36,000
Riverwalk Maintenance	180,625	183,334	186,085	272,817
Special Events Coordinator	84,591	87,134	89,748	90,492
Total City Obligations	1,020,991	1,123,717	1,119,272	1,198,416

4th of July Fireworks

Historically, the City has participated in a three-way financial contribution for the annual fireworks celebration with the event organizer and Naperville Park District. In 2022, the Park District assumed management of the fireworks contract and costs going forward will be shared with the City only.

4th of July Shuttle Busses - eliminated

In 2020 the fireworks celebration was relocated to Frontier Sports Complex as a stand-alone event.

Because Frontier Sports Complex, Neuqua Valley High School, and surrounding properties can accommodate parking for nearly 4,000 vehicles, shuttles are not needed. Staff will monitor the parking/traffic situation each year to evaluate reintroducing the shuttle component.

DCM Purchase Reimbursement

Capital fund payback of the purchase of the property located at 301 N. Washington.

Carillon Maintenance

Annual capital repair.

Grant Management Software Maintenance

Annual maintenance costs for upgrades and fixes have been eliminated. Staff will be transitioning to an in-house solution in CY 2024.

Century Walk Public Art - Capital

By consensus at the July 20, 2021 meeting, the Council directed staff to include Century Walk as a SECA Grant Fund City Obligation with the following conditions: 1) awarding \$100,000 each year for three years (an average of annual Century Walk SECA Grant Fund awards for one piece/year and allows for design and commission of pieces), 2) SECA Grant Fund award shall be used on capital only, 3) SECA Grant Fund award shall be restricted to art on public property only, 4) SECA Grant Fund award will be prepaid, 5) that a Council liaison be added to the Century Walk board for financial oversight, and 6) that Century Walk provide audited financial reports to the City.

CY 2024 is the third and final year of the agreement.

Century Walk Public Art - Maintenance

Century Walk is required to prioritize the use of the SECA Grant to maintain the public art located on City-owned property. Century Walk, in its discretion, may use funds remaining to maintain art at other locations.

Naperville Development Partnership

Promotional activities, Dining Guide printing, and other marketing efforts.

Naperville Municipal Band

Annual performances and appearances.

NCTV17 Community Event Coverage

Production and equipment for covering community events.

NCTV17 Naperville News

Program, production, studio, equipment, and advertising.

Riverwalk Maintenance

Annual capital repair and replacements; routine maintenance is performed by the Naperville Park District (NPD). For several years, the City's share of the maintenance of the Riverwalk has been approximately 21%. However, since the pandemic, the NPD has had a very difficult time hiring temporary workers, which is a large source of Riverwalk labor. As a result, hourly rates were raised considerably and, in some cases, the NPD hired contractors to perform necessary maintenance.

Special Events Coordinator

Salary and benefits for SECA administration and special event coordination.

FISCAL IMPACT:

\$1,198,416 will be allocated to City Obligations from the SECA Grant Program Fund.