



City of Naperville

400 S. Eagle Street
Naperville, IL 60540

Meeting Minutes

SECA Commission

Monday, February 5, 2018

5:00 PM

NEU

A. CALL TO ORDER:

Chairmen Grimes called the meeting to order at 5:00 p.m.

B. ROLL CALL:

Staff present: Director - City Clerk, Pam Gallahue; Budget and Administrative Services Coordinator, Shebnem Ozkaptan; and Special Events Coordinator, Dawn Portner

Commissioner Clermont (5:04 p.m.), Commissioner Coletta (5:20 p.m.), Commissioner Greene Robb, (via phone)

C. PUBLIC FORUM:

There were no speakers for Public Forum.

D. OLD BUSINESS:

1. Approve the Regular SECA Commission Meeting Minutes of January 17, 2018.

Attachments: [Wehrli Meeting Handout](#)
[Final CY18 SECA Commission Unified Recommendations](#)
[MeetingMinutes01-Feb-2018-02-42-38](#)

A motion was made by Kearney, seconded by Obarski, to approve the minutes.
The motion carried by the following vote:

E. NEW BUSINESS:

1. Provide direction on topics for the Comprehensive SECA Grant Fund Review Workshop scheduled for February 26, 2018.

Kovener updated the Commission on the one-on-one meetings with City Council members: Gustin, White, Hinterlong, and Coyne where he discussed the history of SECA, the process the Commission follows during a normal SECA cycle, and the future of SECA.

Grimes recapped the meeting with the Not-for-Profit group of the Naperville Area

Chamber of Commerce and discussed the ideas the group had on the future of the grant program.

The Commission finalized the following recommendations for the February 26 workshop:

- Moving Ribfest and the Last Fling to City Obligations

The Commission decided not recommend this change. The Commission would like to continue to review both events in the future, similar to the other Special Events. The Commission is seeking direction from the City Council on how to review and fund both events in the future.

- Remove the \$1.9 million cap on the SECA fund

With the Special Event costs rising for City Services this reduces the available funds for Cultural Amenities, New Initiatives and Capital Projects. The Commission is recommending to reinstate the 2% escalator that was removed by the City Council in 2014.

- Developing a point system for the grant applications

A consistent theme when meeting with our stakeholders was the need to develop a scoring criteria for our grant applications. The Commission is recommending developing a task force to create a point system. The point system, if approved by the City Council would run parallel with the current methods the Commissioners use when scoring the grant applications for CY19. The Commission would report their findings to the City Council in the fall of 2018 during their regularly scheduled Workshop, to determine if a scoring system would be used in the future.

- Continuing to offer a diversity of SECA events and programs

The Commissioners discussed whether to have a variety of events and programs each year, or to allocate the SECA funds to either one or several large capital projects each year. The Commission likes the diversity of experiences SECA offers and will recommend to offer a variety of events and programs in the future.

F. ADJOURNMENT:

A motion was made by Kovener, seconded by McQuillan, to adjourn the SECA Commission meeting of February 5, 2018 at 6:53 p.m. The motion carried by the following vote:

/S/ Dawn Portner
Dawn Portner
Special Events Coordinator