



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council
From: Ted Shekell, Planning Director
Walter Denton, City Administrator
Date: October 5, 2009
Subject: Motion to Approve an Agreement with the Downtown O'Fallon to Permit Santa's Hut on City Property at First and Vine Streets

List of committees that have reviewed: The Community Development Committee voted 4-0 at its Sept 28, 2009 meeting to recommend approval of the Santa Hut lease agreement and resolution, presented by Downtown O'Fallon, with a condition that an agreement be developed for its placement on City property.

Project Summary: The City Planning and Zoning Department is in receipt of a letter from Susan Witter, President of Downtown O'Fallon, regarding the relocation and expansion of Santa's Hut. The organization has received an offer from a local contractor to build a new and larger Santa's Hut at no cost to the organization.

The proposal is to construct a 9' to 10' by 24' structure, which will resemble the current Santa's Hut, and permanently locate the structure on the City Park and Ride Lot located at First and Vine Streets. The new structure may be used for other downtown events such as Pumpkin Patch and Pork with Passion, with Council approval. The City of O'Fallon will own the building and the Downtown O'Fallon organization will lease the building, maintain it, and carry insurance on it.

Since the structure will not have restrooms, the organization is requesting that the City continue to allow access to the bus depot restroom facilities to be used by persons visiting/volunteering at Santa's Hut.

An agreement has been drafted between the City and Downtown O'Fallon regarding the long-term placement of the structure on City property at First and Vine Streets, which has been recommended by the Committee.

Legal Considerations, if any: Dale Funk drafted the lease agreement.

Budget Impact: None

Staff Recommendation: Staff recommends approval of the lease agreement with Downtown O'Fallon to place the Santa Hut on City property at First and Vine Streets.