

Village of Lombard

*Village Hall
255 East Wilson Ave.
Lombard, IL 60148
villageoflombard.org*



Meeting Minutes

Wednesday, February 3, 2010

7:00 PM

Village Hall

Economic & Community Development Committee

*Trustee Bill Ware, Chairperson
Trustee Greg Gron- Co-Chairperson
Dennis McNicholas, Martin Carroll,
Garrick Nielsen, Jon Grant, Brenda Gannon
David Irion, James Hogan & Keith Giagnorio
Staff Liaison: Bill Heniff*

1.0 Call to Order and Roll Call

The meeting was called to order by Chairperson Ware at 7:03 p.m.

Present: Bill Ware, Greg Gron, Dennis McNicholas, Brenda Gannon, James W. Hogan, Keith Giagnorio, David Irion, Martin Carroll and Garrick Nielsen

Absent: Jon Grant

Also present: William Heniff, AICP, Director of Community Development, and Christopher Stilling, Assistant Director of Community Development.

2.0 Public Participation

Dan Whittington, Colleen Whittington, Kim Cotton and Kathy Hogan, of the Lombard Town Centre (LTC) and resident Justin Schwanke were present to discuss LTC funding. Doris Schertz and Thomas Scott were present to speak about the Maple Street Chapel grant request.

3.0 Approval of Minutes

The minutes of the December 2, 2009 meeting were revised and unanimously approved by the members present.

4.0 Unfinished Business

There was no unfinished business.

5.0 New Business

090775

220 S. Main Street (Maple Street Chapel) 140th Anniversary

Request to approve a grant in an amount not to exceed \$3,531 for their 140th Anniversary celebration.

Mr. Stilling provided background on the request. He stated that the Community Development Department has received a request for grant funds to allow the Maple Street Chapel Preservation Society, Inc. to install lighting on the south side of the steeple. The lighting will celebrate the building's 140th anniversary. The grant request originally came forward as an application for the use of Hotel/Motel Funds. As the property is located within the Downtown TIF District, TIF funds may be used for the grant request. This grant request is similar to the grant request by the Lombard Historical Society for the 100th anniversary celebration for the State Bank Building that was recently approved by the ECDC.

At the request of the applicant, this item was continued to the February 3rd meeting to allow the Maple Street Chapel Preservation Society additional time to receive revised bids for the proposed work. Their original grant request was for an amount not to exceed \$2000. Since the November 4th meeting, they have recently received the following two

(2) quotes:

1. Hoeksema Electric Service- \$3,190.
2. Tangerine Electric- \$3,600

Mr. Stilling said the Maple Street Chapel Preservation Society, Inc. is requesting a grant in the amount of \$3,290. They are requesting the additional \$100 to cover the costs of a building permit. After reviewing the Hoeksema Electric Service proposal, staff has determined that the permit fee will be approximately \$341.00. Mr. Stilling stated that staff recommends approval of the grant in an amount not to exceed \$3,531.

Ms. Schertz and Mr. Scott from the Maple Street Chapel Preservation Society provided some additional background on the history of the Chapel and their request.

Ms. Gannon asked if the lighting would be permanent. Ms. Schertz stated that it would be permanent.

It was moved by Carroll, seconded by Giagnorio, that this matter be approved relative to a grant request for steeple lighting in an amount not to exceed \$3,531.

The motion carried by the following vote:

Aye: 6 - Gannon, Hogan, Irion, Giagnorio, Carroll and Nielsen

Abstain: 1 - McNicholas

Absent: 1 - Grant

100052

Lombard Town Centre Update & Future Funding

Requests discussion and recommendation to staff relative to future funding for Lombard Town Centre.

Chairperson Ware opened by stating that this item will also be reviewed at a Village Board Workshop on February 4, 2010.

Mr. Heniff provided background and stated that at the November 4, 2009 Economic and Community Development Committee (ECDC) meeting, it was requested that the LTC provide the ECDC with a mid year update on their goals and accomplishments, as they relate to their 2009 funding request. Attached is a copy of their report. Subsequent to that meeting, staff met with LTC President Dan Whittington and Vice President Kathy Hogan to go over some recent changes to their organization, particularly the recent resignation of their Executive Director (ED), Laura Bergeson and two (2) board members. In light of this information, the LTC has requested the ECDC and the Village Board also provide some direction with regard to future Village funding and responsibilities.

Mr. Heniff provided the committee with the history of the LTC funding by the Village, an update on current Village TIF obligations and an overview of the LTC's current balance sheet.

Mr. Heniff stated that the ECDC is asked to make a recommendation to the Village Board regarding future Village funding and roles and responsibilities for the LTC. He offered the following items for the ECDC to consider when reviewing future funding considerations for the LTC:

** Executive Director Position*

** Board Membership*

- * *Illinois Main Street Program*
- * *Economic Development Activities*
- * *Future Roles and Responsibilities*

Mr. Heniff stated that the Village is still committed to working with the LTC and noted their success with special events, tours and special projects including their landscaping recommendations. He also said that Village staff is committed to the downtown and that the Village has recently been awarded a RTA Community Planning Grant.

Mr. Heniff also provided the committee with four options:

- 1. Continue to fund LTC at a funding level of \$75,000, as has been done in prior years.*
- 2. Cease future funding for LTC.*
- 3. Provide funding for the LTC to establish a contract position (i.e., a 1099 position) to fill the roles of the past Executive Director. This position would report to the Director of Community Development, but would be funded through the LTC grant from the Village and would serve as a liaison between the LTC Board and the Village.*
- 4. Utilizing the \$62,989 already in the LTC reserves, the LTC should be directed to allocate those funds specifically for their marketing, recruitment, promotion and membership activities for the LTC. The funds would also be used to for special events, as deemed appropriate. Village staff would advance the economic development and business recruitment efforts within the downtown area, utilizing TIF expenditures to accomplish this additional activity.*

Mr. Heniff stated that in light of the current economic situation and the additional future expenditures being shifted into the TIF, staff recommends that the future funding for the LTC not be granted for the FY2011 year and that Option 4 be pursued. He also said that that economic development activities and filling existing vacant tenant spaces is a key priority set by the Village Board and recognizing that through the Village's visioning efforts, Village staff has facilitated and will continue to seek out opportunities to fill spaces. Village staff has historically played a recruitment role for the downtown, as Village staff managed the TIF grant program activities. Moreover, by having Village staff facilitate this effort, it would provide for a comprehensive approach to business recruitment by directly tying Board directives and policies, knowledge of inter-departmental issues and linking together resources in the business recruitment process.

Mr. Whittington, President of the LTC, provided some additional information about the goals and accomplishments of the LTC. He referenced their report provided to the ECDC. He stated that the LTC facilitated 32 tours of the downtown with prospective businesses. He also stated that although Board membership is down, they would prefer to vet potential Board members rather than just filling the vacancies.

Ms. Hogan, Treasurer of the LTC, provided an update on the current financial statements of the LTC.

Chairperson Ware offered the public to comment on the topic.

Kim Cotton, Board member of the LTC and owner of Feel Good Hair, stated that 2009 was the most successful year for the LTC and requested that funding be continued.

Mr. Nielsen asked Ms. Cotton what concerns she has if the downtown lost the LTC. She responded by saying that the LTC brings a lot of people into the downtown. She said they also encourage others to get involved in the downtown.

Colleen Whittington, member of the LTC, stated that the LTC plays an important role to help grow the downtown. She said when they talk with other successful Main Street Communities, it takes 8-10 years to build a strong Board, as shown in Batavia, IL. She also represented that many property owners are happy because the LTC helps facilitate tours of their properties.

Justin Schwanke, a resident, spoke in support of the LTC.

Ms. Gannon asked how critical the Executive Director (ED) position is. Mr. Whittington responded that it is important to have a face in the downtown. He said a full-time person is not critical and a part-time ED could focus on vacancies, retention and general day-to-day responsibilities.

Mr. Nielsen asked Mr. Whittington his recommendation. Mr. Whittington responded by stating that he recommends that a part-time position be funded so that the LTC can maintain an office in the downtown.

Mr. Giagnorio asked if any new business has opened as a result of the LTC. Mr. Whittington responded by saying no, however, he said that they helped facilitate the relocation of Bricks and Sky Center.

Mr. Nielsen asked what are the costs to fund option #3. Mr. Heniff stated that it would depend on the total hours needed to complete the job. Mr. Heniff also provided some additional information about the status of TIF funds and the impact of the hotel/motel budget on the TIF budget.

Mr. McNicholas stated that the LTC grew out of the former Downtown Lombard United. He did not want to see all the efforts from the current and past volunteers to end. Mr. McNicholas also suggested that the LTC and other nonprofits such as the Chamber should look into purchasing a building to help share resources. Finally, Mr. McNicholas also reminded the ECDC that there are other parts of the Village that need attention.

Mr. Giagnorio stated that the committee should look at the history and the vacancies. He questioned if the Village is getting their monies worth. Mr. Whittington responded by stating that the LTC does not negotiate leases, they do not control owners or Village codes and building costs.

Mr. Nielsen stated that the current condition of many of the properties make it difficult to open a new business. He said that businesses look to come to Lombard because of the grants. He said the most important thing is to fund the grants.

Ms. Gannon asked how long the LTC has left on their lease and if they have any person in mind to fill the ED position. Mr. Whittington responded saying that their lease is month to month and he said they have 6 resumes.

Mr. Nielsen suggested that they fund a part-time position for \$35,000 to do the recruiting and retention.

Chairperson Ware said he felt the public wants the downtown to be successful and he supports providing some funding to the LTC.

Mr. McNicholas stated that he supports the partial funding, but he said that he has done some legal work for the LTC and he would have to abstain from voting. Mr. Hogan also stated that his wife is a LTC Board member and he would also be abstaining from the vote.

Mr. Whittington said he supported option #3 but said that they have to agree to a job description. Chairperson Ware said that it would report to the Director of Community Development and be responsible to the LTC.

It was moved by Nielsen, seconded by Giagnorio, that this matter be recommended to the Board of Trustees for approval to provide funding in an amount not to exceed \$35,000 for a part-time, contracted position to be employed by LTC but report to the Director of Community Development. The motion carried by the following vote:

Aye: 5 - Gannon, Irion, Giagnorio, Carroll and Nielsen

Abstain: 2 - McNicholas and Hogan

Absent: 1 - Grant

6.0 Other Business

There was no other business.

7.0 Information Only

Village staff provided an update to the Committee about recent development and business activities.

8.0 Adjournment

The meeting adjourned at 8:58 p.m.