



**VILLAGE OF RIVERSIDE  
ECONOMIC DEVELOPMENT COMMISSION REGULAR MEETING  
Minutes**

- I. **Call to Order:** The Regular Meeting of the Riverside Economic Development Commission was held January 11, 2023. *Commissioner Kahle* called the Regular Meeting to order at 7:00 p.m.
- II. **Roll Call:**
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|---------------|--|
| Present:      | Commissioner Kahle<br>Commissioner Doherty<br>Commissioner McNerland<br>Commissioner Wator |
| Absent:       | Chairperson Forssberg<br>Commissioner Jacksic<br>Commissioner Valenzuela                   |
| Also Present: | Finance Director Johns<br>Fiscal Assistant Decosola  |

Commissioner Doherty made a motion to allow Commissioner Kahle to take the Chairperson lead for the meeting, followed by a second from Commissioner Wator. All Commissioners were in favor and the motion carried.

- III. **Public Comment**  
None.

IV. **Approval of Minutes**

- A. Economic Development Commission Regular Meeting Minutes of November 10, 2022.

Commissioner Wator motioned to approve the minutes. Commissioner MacNerland seconded the motion.

**AYES: Kahle, MacNerland, Wator.**

**NAYS: None.**

**ABSTAINED: Doherty.**

**ABSENT: Forssberg, Jacksic, and Valenzuela.**  
***Motion passed.***

V. **Chair Report: None.**

VI. **Liaison Reports:**

A. Village Board Update: **None.**

B. Chamber of Commerce Update: **None.**

C. C4 Update:

Commissioner Kahle stated that C4 is cross community climate collaborative and Riverside is now a part of the regional collaborative to improve in terms of promoting the reduction of greenhouse gases and sustainability.

D. Staff Report:

- A. Vacancy Report: Director Johns stated that the Village has sent out another mailer to registered property owners in Riverside and there was only one response, from Riverside Plumbing which is not actually on the market. When this was started, the idea was to have up to date contact information for the business owners and to properly display vacant lots. The next step is to call each property owner and find out more information so the Village can update the website accordingly.
- B. New Business Inquiries: Jeff's Auto changed hands and it is now called Jeff's Auto Garage, there have been some inquires for a cannabis store and Michael's Pancake House is expanding. London Ice Cream Shop is working through their project and scheduling inspections, Sherwin Williams should be opening by the end of the first quarter and Pillars is looking to expand or do improvements. Goodfellas Parlor is open and they will have a ribbon cutting once they add all of their final details. There have been a few calls and inquires for a wax salon, barbershop, tex-mex restaurant and a donut shop.
- C. Banner/Social Media Policy: Director Johns stated that the Village Board discussed the website and banner promotion policy at the last meeting. The Village Board is leaning towards only promoting the Village activities, they are not very interested in promoting non-profits and this could potentially impact the promotion of local businesses. If the Economic Development Commission is interested in promoting businesses through the Village channels, the Commission should relay that to the Village Board. Commissioner Kahle mentioned that the mission of the Economic Development Commission is to promote Riverside and Riverside businesses, so she supported creating a memo to the Village Board with their opinions.

VII. **Old Business**

A. 2023 Goals:

1. **Attract New Business:** Director Johns stated the website went through a refresh and believes that it could be a great resource to attract businesses. Director Johns asked the Commission to review and give feedback on the website by the March meeting. Commissioner Wator mentioned having a presentation for educational purposes on how to open a new business and to help interested parties understand the processes. Director Johns stated that the Riverside Library might be a good partner for this idea. Commissioner Wator suggested that the presentation should be focused on new business information and should talk about basic fundamentals.
2. **Support Local Business:** Director Johns stated that there is a new resident packet sent every month to the new residents in Riverside. It was also suggested that there should be coupons along with suggestions on where to eat in Riverside, if the restaurants will provide them.
3. **Increase Awareness of Riverside:** Director Johns stated that Amy Downing went through some of the tourist websites and found some that have Riverside featured on it. She asked the Commission which of the websites they would like to provide more content to for Riverside. Commissioner Wator suggested that Thrillist is a popular website that is good for promoting tourism.

B. Business Parking-South of the Tracks: This project was delayed and the survey will be going out shortly.

C. 2023 Economic Development Work Plan and Budget Initiatives: The 2023 work plan has not been submitted to the Village Board yet, but as long as there is no further discussion on this topic it will be presented at the next Village Board meeting. Commissioner Kahle made a motion to approve the 2023 Economic Development Work Plan and Budget Initiatives, followed by a second from Commissioner MacNerland.

**AYES: Kahle, Doherty, MacNerland, Wator.**

**NAYES: None.**

**ABSENT: Forssberg, Jacksic, Valenzuela.**

VIII. **New Business**

- A. **Façade Grant Application- A&G Mortgage:** The Village received an application for A&G Mortgage, but it does not meet sign code. The Village Planner is working with the company to find something that will meet code. Director Johns asked if there is consensus to sending out applications when they are received, gathering consensus via email and ratifying it at the next meeting going forward. All commissioners agreed that this is the best approach.

IX. ***Informational Items:***

None.

X. ***Adjournment***

Commissioner Kahle asked for a motion to adjourn. Commissioner Wator motioned to adjourn. Commissioner MacNerland seconded.

**AYES: Kahle, Doherty, MacNerland, Wator.**

**NAYES: None.**

**ABSENT: Forssberg, Jacksic, and Valenzuela.**

***Motion passed.***

Commissioner Kahle adjourned the meeting at 8:45 p.m.

Respectfully submitted:

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Finance Director Johns

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Date Approved