



VILLAGE OF RIVERSIDE
ECONOMIC DEVELOPMENT REGULAR MEETING

Minutes

I. **Call to Order:** The Regular Meeting of the Village of Riverside Economic Development Commission was held Thursday, March 10, 2022. Chairperson Fournier called the Regular Meeting to order at 7:02 p.m.

II. **Roll Call:** Present: Chairperson Fournier
Commissioner Jacksic
Commissioner Kahle
Commissioner Doherty
Commissioner Forssberg
Commissioner Wator

Absent: Commissioner Valenzuela

Also Present: Finance Director Johns
Communications Specialist Downing
Resident Services Specialist Decosola

III. **Public Comment**
None.

IV. **Approval of Minutes**

A. Economic Development Commission Regular Meeting Minutes of May 18, 2021.

Commissioner **Forssberg** motioned to approve the May 18, 2021 minutes of the Regular Meeting of the EDC and Commissioner **Kahle** seconded the motion.

AYES: Fournier, Doherty, Jacksic, Forssberg, Wator.

NAYS: None.

Motion passed.

B. Economic Development Commission Regular Meeting Minutes of November 11, 2021.

Commissioner **Jacksic** motioned to approve the November 11, 2021 minutes of the Regular Meeting of the EDC and Commissioner **Doherty** seconded the motion.

AYES: Fournier, Jacksic, Forssberg, Wator, Kahle.

NAYS: None.

Motion passed.

V. Chair Report:

The annual plan was presented to the Board regarding the commissions' three goals. Fournier stated that she spoke with Finance Director Johns about the Train Station and there is no new information regarding tenants. Finance Director Johns stated that the Village did not received the Illinois Department of Commerce and Economic Opportunity (DCEO) grant that was applied for in the fall of 2021. The application sought improvements to the Water Tower, Train Station and Fire Station two. Commissioner Forssberg commented that he would like to invite The Commission to take a look at how Berwyn and Batavia utilize village property for Saturday Markets. Chairperson Fournier stated that President Ballerine brought up Tour De Proviso and Riverside is excited to participate.

VI. Liaison Reports

A. Village Board Update

B. Staff Update

1. Village Vacancy Report

Finance Director Johns stated that there are two corrections on the vacancy report. The first correction is that 2704 and 2710 S Harlem have not sold; they are currently under contract.

2. Feedback for Economic Relief to Local Businesses

Finance Director Johns asked the commission if they would like to recommend waiving the outdoor eating cafe fee permanently. Chairperson Fournier asked if there is any data regarding this. Director Johns stated that she does not have specific metrics; however, business owners have been very appreciative of it. The fee is twenty five dollars and the Village has not collected it for two years due to the pandemic. All commissioners agreed to waive the fee permanently. Commissioner Wator mentioned that Catrina Bar is looking to expand their outdoor seating and asked who can help with this process. Director Johns said that the Assistant Village Manager Ashley Monroe handles the applications. Chairperson Fournier asked if there are any updates on the old Molly's property. Director Johns stated that permits are pulled and they are working through the process.

3. Chamber of Commerce Report

Chairperson Fournier mentioned that Commissioner Forssberg was able to make contact with the Chamber. The Chamber is at a crossroad of what to do next. She stated that the Chamber is reaching out for community feedback, and at this point, they are waiting for that decision.

VI. Old Business

A. 2022 Goals

1. Activate Train Station

Finance Director Johns stated she expects the Board to discuss new possibilities for the Train Station. Chairperson Fournier asked how the Board would like to position themselves regarding the Train Station. Commissioner Forssberg stated that that the Board should come up with something

that would complement the tenant rather than compete with them. Chairperson Fournier asked if it would make sense to plan an event in line with the Commission's goals or wait until they know who the tenant is going to be. Commissioner Wator suggested that they should host a pop up event for small businesses to gather information and excitement. Chairperson Fournier said that even if there is a tenant, they can still take up some of the space in the Train Station. Commissioner Wator stated that she likes the idea of visiting Batavia and Berwyn to see what they are doing with their village properties. Finance Director Johns asked if she should start drafting a special event application for the next meeting. Commissioner Jacksic asked if these businesses will need to have insurance like the businesses for the Farmers Market need to have. Finance Director Johns stated that the businesses will be required to pay a sales tax and they will need to be insured. She also suggested a refundable deposit in case there is any damage done to the property that will be used.

2. Increase Sales Tax

At the end of January the annual sales tax was \$38,525.00, which has increased by 109% since 2021. The places for eating tax year-to-date total is \$9,635 which is also an increase from 2021. Chairperson Fournier asked how much sales tax was from online alone. Finance Director Johns stated that she has a grand total, but the total will get separated for the next meeting. Chairperson Fournier asked for a status on the Amazon lockers. Finance Director Johns stated that there was a request put in and a representative showed up to plan out where the Amazon boxes would be located. Director Johns stated that Amazon needs specific addresses for the boxes and they will be back to talk more about locations. Director Johns asked the commission for suggestions on where to place the boxes. Commissioner Doherty stated that Minuteman is a good idea to place the boxes. Finance Director Johns asked if we are looking at Minuteman, District 96 property on Harlem Avenue and Fire Station two. Commissioners agreed that these are the places they would like to ask permission for the boxes to be located. Director Johns stated that, in January, Cubanito Express opened up on Harlem Avenue.

3. Overall Awareness of Riverside

Director Johns asked if the commission would like to do another video in coordination with Riverside TV. Commissioner Kahle suggested that even if they used clips from an old video, it could be a reminder to the public of the events that have happened in the past. Chairperson Fournier suggested that she enjoys promoting the Des Plaines River. Commissioner Doherty asked if the commission is going to do the "This is Riverside" campaign again. Chairperson Fournier said that it was a fun experiment and that they learned a lot from it; however, it didn't get a lot of attention from the community. Chairperson Fournier also believes that there are better ways that the commission can utilize Riverside TV. Chairperson Fournier asked what happened with the Kayak event. Finance Director Johns stated that conditions on the river were unsafe due to the water levels.

VIII. New Business

Commissioner Wator stated that the same publisher as Hillgrove Magazine is going to produce a Delaplaine Magazine that is free of charge. The magazine will highlight local events in Riverside.

IX. Informational Items:

None.

X. Adjournment

Commissioner Doherty motioned to adjourn and Commissioner Kahle seconded.

AYES: Doherty, Forssberg, Kahle, Jacksic, Wator.

NAYES: None.

Motion passed.

Chairperson Fournier declared the meeting adjourned at 7:59 pm.

Respectfully submitted:

Finance Director Johns

Date Approved