

Joliet City Center Partnership

**Board of Directors
January 12, 2023
8:00 a.m. – In-person**

Meeting Minutes

Meeting called to order at 8:05 a.m.

1. Approval of November Minutes

- Megan Millen motioned to approve.
- Bob O'Dekirk seconded.
- All Aye – Motion approved.

2. Approval of November and December Financials

- Priscilla stated that the November financials are final, but the December financials are still a draft. This is the first time the CCP has come close to breaking event with events. The goal in 2023 will be to break even.
- Ron Romero made a motion to approve.
- Monica Cicimov seconded.
- All Aye – Motion approved.

3. Committee Chair Reports

• Owners & Managers Association Meeting

- Priscilla stated that the next OMA meeting will take place at the Joliet Public Library downtown on February 2nd at 3:00. The topic will be the City Square and the city will be looking for feedback on the design. Dave DiLorenzo provided a recap on the December meeting stating that Priscilla presented an overview of the 2022 CCP annual report. The meeting was very well attended. We also recognized Richard Fredrickson's contribution to the Downtown.

• Economic Development Committee

Rod presented a grant request from Internode. Michele Arana is in the process of signing a lease for the space at 81 N. Chicago Street, the former Cheesecake by James space. She is the owner of Internode Greenery & Home, a retail boutique plant shop, which has operated in Crest Hill since March of 2021. Her lease is set to expire in April of 2023, and she plans to relocate her business to Downtown Joliet. She and her husband and their children have lived in the Cathedral area for over 20 years and her dream had been to open a shop in Downtown Joliet and specifically at 81 N. Chicago Street. Her goal is to complete the necessary updates to the property and open by April of 2023. She currently employs one permanent part-time employee and one seasonal employee. She is seeking to add 1-2 additional permanent part-time employees within the next 6 months. Her website is www.theinternode.com. Michele is a local resident who has a successful local

Name	Present	Absent
Jennifer Bertino-Tarrant		X
Susan Bornhofen		X
Mike Brick		X
Monica Cicimov	X	
David DiLorenzo	X	
Amber Duffy	X	
Diane Harris	X	
Jen Howard		X
Bryan Kopman	X	
Cornell Lurry	X	
Megan Millen	X	
Sue Moore	X	
Mayor Bob O'Dekirk	X	
Doug Pryor		X
Ron Romero	X	
Jim Roolf		X
Rod Tonelli (Chair)	X	
Diana Viveros	X	
Wade Welsh		X
Denise Winfrey		X
Garland Mays (on behalf of JBT)		X
Priscilla Cordero (Director)	X	
Vicki Sanchez (E&M Manager)	X	
Cesar Suarez (ED Director, City of Joliet)	X	

business with an established client base. This project would fill a prominent vacant space in the Downtown and drive additional foot traffic to the area. The proposed space is 600 square feet. The construction budget is approximately \$18,500 and includes a bathroom remodel, new flooring, painting the entire unit and plumbing improvements among other smaller items included in the estimate. Mayor O'Dekirk made a motion to approve a \$10,750 request - \$9,250 for a Building Improvement Grant and \$1,500 for a Small Business Assistance Grant. Sue Moore seconded. All aye, motion approved. Ron Romero made a comment suggesting she look into a ComEd grant for lighting.

Rod also presented that the Economic Development Committee discussed a change to the current grant agreement that allows staff the ability to internally increase the amount of a grant approved to no more than 25% of the total grant amount not to exceed \$5,000. This would be used when a project's final costs exceed what was initially approved in the event of cost overruns and would only be allowed when the scope of work has not changed. CCP will work with Bryan Kopman to make the change on our grant agreement in writing. Diane Harris made a motion to approve the ability for staff to increase the amount of a grant to 25% of the grant project not to exceed \$5,000. Sue Moore seconded. All aye – motion approved.

- **Beautification Committee**

- Megan stated that the Beautification Committee met yesterday. The city approved another \$100,000 for sidewalks downtown and the committee will be working with the city to identify where best to use the funding.
- She also stated that the city has broken out its contract from the east side contract and downtown will have a dedicated person to take care of landscaping throughout the year.
- Megan requested Rod ask for a motion to authorize plant expenses for planters up to \$67,000. The final contracts will be brought back to the board. Dave made a motion to approve. Ron seconded. All aye – motion approved.
- Priscilla stated that the city will be doing water main improvements scheduled between April and October of 2023. The streets impacted include Joliet between Jackson and Jefferson, Ottawa between Jackson and Jefferson, Jackson between Joliet and Ottawa and portions of Cass Street. Collins Street will also be impacted near the Prison.
- Rod stated that it's important that we keep communication channels open to communicate with businesses as water main improvements and vault repairs happen.

- **Marketing Committee:**

- Vicki provided a recap of LUTH and estimated attendance at 15,000 throughout the day. Vicki is looking at quotes for ornaments for the tree this year.
- A visitors' newsletter was launched in December. We have 5,000 emails on this list.
- The business spotlight this month will be Mousa Tapas Bar.
- We are looking to schedule a quarterly lunch and learn with our businesses.

- We are also launching a new event called Cupid's Quest for our retailers to encourage visitors to come downtown. It will run January 29 through February 14.
- The Slammers will be taking over Paws on 66 and we will be working with them to help make it successful. It will coincide with their Dog Days of Summer event.

4. Chair Report

- Rod stated that we are looking to make some changes to the Executive Committee. Megan Millen will step in to chair OMA as Dave's responsibilities at work have increased. Monica Cicimov has agreed to step in to the Vice Chair role. Dave thanked Megan and Monica for stepping up to fill these roles. Rod thanked Dave for the growth of OMA. Diane made a motion to approve these changes. Sue Moore seconded. All aye – motion approved.

5. Staff Report

- Priscilla stated that the CCP hosted a seminar on December 13th at the Joliet Public Library on the topic of "How to build a profitable, high-growth business." The event was attended by about 10 business owners and went well. We are working on scheduling another seminar with JJC's EBC in March.
- Priscilla met with the owners of Don Orlando's and will be working with them to ensure they have the tools they need to be successful.
- She also presented LOIS data, our list of available SSA properties, which shows that we have had 245 unique visitors to this page in the past year. Visitors to the page are looking at properties available in the SSA. We have had over 3,800 page views from all over the country.
- The Ready to Rock Sculpture project is moving forward. We have hired Lisa Johnson to manage the project for us. We have several sponsors committed, but as cash flow is not yet coming in, CCP needs to cut a check from its normal funding source which will then be repaid when sponsorships come in. Priscilla made a request for authorization to disburse up to \$16,000 for the deposit of the manufacturing of the guitars. Mayor O'Dekirk made a motion to approve a request for staff to spend up to \$16,000. Monica seconded. All aye – motion approved.
- Rod stated that the EBC at JJC received a \$400,000 grant from Congresswoman Underwood's office.

6. City Report

- Mayor O'Dekirk stated that the City Square is moving forward quickly and the next Advisory Committee meeting is scheduled for January 25th. Cesar stated that a larger open house for the public is scheduled for February 23rd.
- Cesar stated that when we have a construction schedule for the plaza and Chicago Street they will be working with CCP to communicate with owners, managers and tenants.
- St. Mary's Church, Barrett's Hardware, US Steel projects are all moving forward.
- The city has interviewed 4 consultants for the City's Comprehensive Plan.
- An RFP went out for the Loughran Building.
- An RFP will shortly be going out for the Stadium Club.
- The city is also looking at an EV charging station grant, and the downtown will be an ideal location for these stations. Rod stated that the county also released grant funding

opportunities for an EV station study. Cesar stated that the city is partnering with Lion Electric on these projects.

- CMAP and RTA reached out to the city and the city submitted a transit-oriented development grant for a possible project on the south end of the SSA. This is a six-acre site. CMAP will make a decision in January. If this funding is received, the city will be able to do a study for the area.
- The city is looking at applying for the state's Route 66 grant through HCCVB for the railroad depot, EV charging stations, and the possibility of funding a special projects manager to work on different
- Cesar also stated that the city is working with the CCP on identifying all properties in the SSA available for lease or sale.
- The city is again looking to host IHSA in the summer.
- Last, the city is seeking to hire the vacant Economic Development Specialist position and has interviewed 2 individuals.
- Rod stated that the county had received a \$700,000 grant to do a county-wide study for EV charging stations and that Cesar should connect with the county.
- The TIF extension for Mike Petry's properties have not yet gone to City Council. The city is first exploring the cost of the vault repairs.

Meeting adjourned at 9:01 a.m.

- Monica motioned to adjourn.
- Ron seconded.
- All Aye – Motion approved.