

## Joliet City Center Partnership

**Board of Directors  
November 10, 2021  
3:00 p.m. – CCP/CED Boardroom**

### Meeting Minutes

**Meeting called to order at 3:00 p.m.**

#### **1. Approval of October Minutes**

- Jen Howard motioned to approve.
- Diane Harris seconded.
- All Aye – Motion approved.

#### **2. Approval of October Financials**

- Sue Moore motioned to approve.
- Rod Tonelli seconded.
- All Aye – Motion approved.

#### **3. Presentation of 2022 Budget**

- Priscilla presented 2022 CCP budget. John Grueling recommended we clean up 2021 SSA expected income before submitting budget to the City of Joliet. Jim Roolf made a motion to approve the budget and Jen Howard seconded. All aye-motion approved.

#### **4. Committee Chair Reports**

- Marketing
  - Monica provided an update on the Light up the Holidays Parade. All is moving along.
  - Monica stated that the City of Joliet is working on map signage at the Prison to direct people to dine and shop Downtown.
  - Monica presented new event sponsorship form. Highlights of the form include a requirement to request sponsorship 90 days prior to an event, an event budget to be submitted with the request, grant amount not to exceed 50% of budget and a \$3,000 cap per event. John Greuling made a motion to approve. Jen Howard seconded. All aye-motion approved.
- OMA
  - Dave reported the next meeting will be held December 2<sup>nd</sup> at 3:00 p.m. and Priscilla Cordero will be the speaker.
- Economic Development
  - Rod reported that the Economic Development committee met on November 9. Most of the discussion was spent reviewing the grant guidelines, but needs further discussion and will be brought back to Board next month.
  - Rod requested a that we vote on allowing the Small Business Assistance Grant to be approved at the staff level. Jim Roolf made a motion to approve and Denise Winfrey seconded. All aye-motion approved.

Name	Present	Absent
Jennifer Bertino-Tarrant		X
Susan Bornhofen		X
Mike Brick	X	
Monica Cicimov	X	
Valerie Devine		X
David DiLorenzo	X	
John Greuling	X	
Diane Harris	X	
Jen Howard	X	
Bryan Kopman	X	
Megan Millen (Chair)	X	
Sue Moore	X	
Ivette Núñez		X
Mayor Bob O'Dekirk		X
Jim Roolf	X	
Dan Stevenson	X	
Rod Tonelli	X	
Denise Winfrey	X	
Jim Capparelli (guest)		X
Garland Mays (on behalf of JBT)	X	
Derek Conley (guest)	X	
Priscilla Cordero (Director)	X	
Richard Fredrickson (consultant)	X	

- Rod presented Noe Patino's grant request. Stated he is eligible for \$55,000 since \$20,000 was previously approved. The grant will not be paid out until the City confirms there are no violations on the property and a certificate of occupancy has been issued. Despite challenges with loan forbearance, committee agreed the grant would improve the property regardless of the outcome. Jen Howard asked when the restaurant would be open. Derek believed it would be open in the spring. Rod made a motion to approve and Jim Roolf seconded. All aye-motion approved.

## 5. Chair Report

- Megan thanked Rod Tonelli for all his work as Interim Director. She also thanked Priscilla Cordero for the work that she is doing.
- Megan stated that Amber Duffy of Jitters Coffee House had reached out to her with interest in joining the CCP Board. Megan and Priscilla met with Amber to discuss. Jen Howard made a motion to approve Amber's appointment to Board and Rod Tonelli seconded. All aye-motion approved.

## 6. Staff Report

- Priscilla noted that membership to the International Economic Development Council (IEDC) was added to budget. She stated that if we want to be recognized as an economic development organization, we should be part of IEDC.
- Priscilla stated that CCP will begin doing ribbon cuttings as discussed in the economic development committee meeting.
- Priscilla is working on an inventory of all downtown property. Significant updates were made to the website in the last month and CCP's LinkedIn page was reinstated. Priscilla had a meeting with Alex Paramo of LEDA and is discussing the possibility of a joint spring event for our businesses.
- Priscilla has met with most businesses on Chicago Street and will continue to work on meeting businesses in the Downtown, Cass and Collins Street. CCP has signed up to be a Small Business Saturday Neighborhood Champion and will be working to promote Small Business Saturday for our businesses. Jen Howard stated that we should ensure businesses/restaurants are open for Small Business Saturday as some are not open on certain days including days Rialto has events in the evening. Derek Conley suggested we reconvene the restaurant group.
- Priscilla stated that a joint meeting was held with the City and other key organizations to plan out the 2022 event calendar. Most event dates are set for the year.
- Last, Priscilla reported that we will be posting the Events and Marketing Manager position in January.

## 7. City Report

- Derek Conley reported on the following:
  - Jefferson Street bridge will be closed until December. IDOT does not want Cass St. to remain a two-way street. Jackson St. is down to one-way for now.
  - The Finance Committee is meeting to request the Council to approve \$3 million for the Chicago Street Plaza in order to utilize the funds as a match for the Main St. Grant as there is a better chance of approval with the match. Priscilla to work with Derek on a CCP letter of recommendation as well as a template letter for our businesses to support the Plaza. Jen Howard asked

what is the grant application deadline. Derek stated it is January 11, 2022. Jim Roolf asked whether we should be present and speak at the Council meeting. Derek stated the meeting to discuss the funding will be held on December 6.

**8. Meeting adjourned at 3:39 p.m.**

- Rod Tonelli motioned to adjourn.
- Diane Harris seconded.
- All Aye – Motion approved.