

Meeting Details

Subject:	Joliet City Center Partnership Board Meeting
Date:	Thursday, November 14, 2024
Time:	8:07 a.m.
Participants	Michele Arana, Monica Cicimov, Amber Duffy, Brian Kincaid, Tim Brophy, Doug Pryor, Jim Roolf, Toni Granholm, Tiffany Johnson, Cornell Lurry, Megan Millen, Ron Romero, Howard Wright, Jen Howard
Did not attend:	Jennifer Bertino-Tarrant, Mayor Terry D'Arcy, Bryan Kopman, Wade Welsh
Call-in:	Susy Huerta, Greg Peerbolte, Diana Viveros, Dave DiLorenzo, Bryce Jordan
Staff Members:	Priscilla Cordero
Guests:	Elaine Bottomley, Deputy Chief of Staff, Will County Executive's Office Paulina Martinez, Economic Development Director, City of Joliet
Meeting Handouts:	November 2024 Board of Directors Agenda; October 12, 2024 Minutes; Financial Reports: October 2024; 2025 Draft Budget; 2024 Annual Report; Downtown Joliet Pilot Loyalty Program; 20 E. Cass Street Grant Request; Santa Shuffle 5K Event Grant Request; Marketing Communications Report.

Meeting Notes

- I. **Call to Order**
 - i. Monica Cicimov called the meeting to order at 8:07
- II. **Approval of Minutes**
 - i. **BOARD ACTION:** Motion to approve the October 12, 2024 Minutes as presented by Monica Cicimov.
 1. Motion – Tim Brophy
 2. Motion Seconded – Doug Pryor
 3. Vote
 4. All in favor-Motion Approved.
- III. **Approval of Financials**
 - i. October Draft Financials were presented by Priscilla Cordero.

- ii. **BOARD ACTION:** Motion to approve the draft October financials as presented by Priscilla Cordero.
 - 1. Motion – Doug Pryor
 - 2. Motion Seconded – Megan Millen
 - 3. Vote
 - 4. All in favor-Motion Approve

IV. 2025 CCP Draft Budget Correction

- i. **BOARD ACTION:** Motion to approve the corrected draft of the 2025 CCP Annual Budget as presented by Priscilla Cordero.
 - 1. Motion – Jen Howard
 - 2. Motion Seconded – Tim Brophy
 - 3. Vote
 - 4. All in favor-Motion Approve

V. 2024 Annual Report Overview

- i. **Priscilla presented an overview of the annual report. Highlights included:**
 - i. Construction on Chicago Street beginning
 - ii. The first ever City-Center Restaurant Week
 - iii. OMA meetings being launched in Spanish

VI. Marketing Committee

- i. Tiffany Johnson presented an event grant for the Santa Shuffle 5k in the amount of \$500.
 - 1. Motion – Michele Arana
 - 2. Motion Seconded – Doug Pryor
 - 3. Abstained – Jen Howard
 - 4. Vote
 - 5. All in favor-Motion Approve
- ii. Tiffany presented a draft of the Downtown Loyalty Program. We are hoping to launch it on November 29th for Light up the Holidays in time for Small Business Saturday on November 30th.
- iii. Spirits with the Spirits went well. Tiffany stated she usually closes at 7:00 but stayed open until 9:00 p.m. with continuous foot traffic.
- iv. Halloween decorating windows were completed. We received some good marketing/press in the Herald News.
- v. Light up the Holidays planning is well underway. We have over 70 entries in parade. An interactive map with all activities downtown and parking is in the works.
- vi. Vicki sent out a survey requesting feedback on events and good feedback was received. Follow your Art and all other strolling events will continue in 2025.
- vii. Tiffany presented the Digital Marketing Report.

VII. Economic Development Committee

- i. Jim stated the Economic Development committee will be reviewing all grants to see if any changes need to be made and everyone on the board is invited to attend.
- ii. Jim Roolf presented a \$29,125 for 20 E. Cass Street to be used for the installation of a hood to convert half the ground floor space into a restaurant. A motion was made to approve a \$28,500 grant for 20 E. Cass Street.
 1. Motion – Tim Brophy made a motion to approve up to \$28,500
 2. Motion Seconded – Doug Pryor
 3. Vote
 4. All in favor-Motion Approve

VIII. Beautification Committee

- i. Megan provided an update on the ribbon cutting and encouraged people to check them out and promote – more info at www.jolietdowntown.com/musicbox. Link includes a map of the locations of the boxes.
- ii. Internode will start planting holiday material very soon. The city is also adding some planters along Jefferson.
- iii. We are asking businesses to participate in the Holiday Decorating Contest. We will have 3 judges judge the windows in various categories.
- iv. Priscilla is working on having students from NHS at Central paint a few of our businesses' windows.

IX. Owners & Managers Association Chair Report

- i. Priscilla stated that OMA meeting on October 3rd at Rapid Healthcare was well attended. Jayne Bernhard gave an update on the ETOD study. Our final meeting of the year will be on December 5th at 3:00.

X. Staff Report

- i. Priscilla is scheduled to present at the city's Economic Development Commission on November 20th and will then present to city council in December on both the Business Continuity Grant and the Annual Report.
- ii. Priscilla congratulated Vicki on raising the most ever raised for Light up the Holidays.

XI. City Report

- i. Paulina stated that 2-hour free parking and changes to the Ottawa Street Deck are slated for presentation to city council.
- ii. The city added decorative lighting and planters on Jefferson Street.
- iii. The city also is presenting a business continuity grant that will replace up to 50% of revenue up to \$100,000 per calendar year.
- iv. Automation of parking should be completed in December. City staff is proposing 2-hour free parking 7-4:00 p.m. Weekends will remain free.

- v. The city is considering establishing a social district in the downtown. Priscilla stated we should look at all the positive and negative implications of a social district.

XII. Other Business

- i. CEO Program – Cornell provided an overview of the CEO program and invited everyone to a meet and greet on November 15th at JTHS.

XIII. Adjourn

- i. Motion – Howard Wright
- ii. Second – Doug Pryor
- iii. Vote
- iv. All in Favor – Motion Approved
- v. Meeting adjourned at 9:18 a.m.