

Joliet City Center Partnership

**Board of Directors
July 14, 2022
8:00 a.m. – Zoom**

Meeting Minutes

Meeting called to order at 8:03 a.m.

1. Approval of May Minutes

- Doug Pryor motioned to approve.
- Megan Millen seconded.
- All Aye – Motion approved.

2. Approval of May and June Financials

- Diane Harris motioned to approve.
- Mayor O’Dekirk seconded.
- All Aye – Motion approved.

3. Committee Chair Reports

- Marketing
 - Monica provided a recap of Paws on 66. The event was well organized with over 25 vendors in attendance including food trucks, however, attendance was only estimated at about 1,000 – lower than we would have expected. Staff discussed that the date may have been an issue as it was Father’s Day weekend. The committee and staff will discuss what changes need to be made moving forward in order to make this a viable event.
 - Vicki provided updates on Kidz Fest. CCP has raised \$7,500 in sponsorships with Lewis as the presenting sponsor at 5,000 and University of St. Francis as the attraction sponsor at \$2,500. Vendor sign ups are going well.
 - Tunes & Brews is also going well. Only \$2,500 in larger sponsorships left with some smaller \$250/500 levels available as well. Tickets are now on sale.
 - Monica highlighted our new “Monster Mash Up” of events in October to be kicked off with Panic at the Plaza and our inaugural Stone & Steel Spooky 5k. Monster Mash Up is a branding campaign for all SSA October events to be promoted in unison. More information to follow.
 - Monica further discussed our Holiday events including our upcoming Light up the Holidays Parade and the new events that are in planning including a Holiday market. The LUTH committee has begun meeting and updates will continue to be provided. We will need additional sponsorships in order to cover the costs of the additional programs being added.
 - Vicki requested that the Board recommend businesses for our “Business Spotlight” segment of the newsletter which is highlighted monthly.
- Economic Development meeting canceled in July.

Name	Present	Absent
Jennifer Bertino-Tarrant		X
Susan Bornhofen		X
Mike Brick	X	
Monica Cicimov	X	
Valerie Devine	X	
David DiLorenzo		X
Amber Duffy		X
Diane Harris	X	
Jen Howard		X
Bryan Kopman	X	
Megan Millen	X	
Sue Moore		X
Mayor Bob O’Dekirk	X	
Doug Pryor	X	
Jim Roof	X	
Dan Stevenson		X
Rod Tonelli (Chair)	X	
Denise Winfrey	X	
Garland Mays (on behalf of JBT)	X	
Priscilla Cordero (Director)	X	
Vicki Sanchez (E&M Manager)	X	
Katie Smith (guest)		X
Eva-Marie Tropper (guest)		X
Cesar Suarez	X	

- Owners & Managers Association Meeting
 - Dave DiLorenzo provided a recap of our June 2nd meeting which took place at My Grain Brewery and introduced Cesar Suarez, the new Economic Development Director for the City of Joliet. The meeting was well attended with about 40 individuals present.
 - The next meeting is scheduled for August 4th at 3:00. More details to come.
- Beautification Committee
 - Megan provided a recap of Community Clean Up Day. It was well attended with over 30 volunteers and we were able to clean up the entire downtown as well as some of Cass Street going east.
 - Megan also provided an update on the Parking Deck Sign. The installation has been delayed due to weather but is slated to be completed in the next week. Old National Bank fully funded the cost and installation of the sign.
 - Priscilla presented a beautification grant for Unidos Marketing for a window that was broken. The window replacement cost was \$1,700. The grant allows for reimbursement of 50% of the cost which totaled \$850. Denise Winfrey made a motion to approve the grant and Mike Brick seconded the motion. All aye – motion approved.

4. Beautification Grant Approval Process

- Priscilla presented some recommended changes or formalization of the Beautification Grant approval process. The City Center Partnership Board had previously approved a Beautification Grant Program up to \$2,500 or 50% of project costs. The Beautification Grant Program is a small grant which allows a property or business owner to apply for funds for minor repairs such as broken windows, exterior painting, tuckpointing or sidewalk repair. In some cases, the need for funding is immediate, as in the case of a broken window, and allowing staff to approve these grants internally makes the program more attractive and more likely to be utilized. The guidelines of the program were included with the board packet. Priscilla spoke with both Megan Millen, Chair of the Beautification Committee, and Rod Tonelli, Board Chair, who both believe that the Board previously voted to allow staff to internally approve these grants. However, this was not stated in the Beautification Program Guidelines nor was a memo or detailed minutes found. The process was also discussed at Executive Committee on July 11, 2022 and the committee agreed to bring this to the board for a vote. The Executive Director as well as the Executive Committee recommended the Board consider formally approving and documenting the Beautification Grant Approval process allowing staff to internally approve these grants up to \$2,500.

5. 69-71 N. Chicago Street Grant Request

- Priscilla presented two grant requests for Noe Patino each requesting \$75,000 for the buildings located at 69 N. Chicago and 71 N. Chicago Street. The funding would be used to replace the roof and windows on both buildings as well as the interior remodeling of the 1st floors. The plan is currently for a real estate agent office on the 1st floor of one of the buildings and possibly an ice cream shop in the other commercial 1st floor space. The 2nd and 3rd floors would be apartments. Rod spoke

with Noe Patino as we had a lot of questions about the project. However, Mr. Patino did not have a lot of information to add at this time as everything was still in the planning stages. Megan, Monica and Denise all added that we would like to see two separate quotes even though he is his own contractor. Bryan questioned whether this should be two separate projects. The Executive Committee had also discussed that although there are two separate PIN numbers for the buildings, this appeared to be one project and should be capped at \$75,000. Rod stated we would obtain additional quotes and provide some more information on the project.

6. Chair Report-Rod stated he does not have anything new to report this month.

7. Staff Report

- Priscilla stated that we are in the process of planning a “Starting & Growing your Business” seminar with JJC’s EBC on September 28th at 6:00 p.m.
- The Ready 2 Rock project is moving along with the project set to debut Summer of 2023. More details forthcoming.
- The Taco Trail app that the HCCVB developed in partnership with CCP is complete. Next steps include marketing and promoting the app and the trail.
- Priscilla had a showing for 68 N. Chicago Street for a retail/service business that is interested in Downtown. That space did not work for their needs, but we will continue working with them to find a suitable space.
- Priscilla met with two owners who purchased a property on the north end of Downtown on Chicago Street. They plan to remodel the building and open a new bar/restaurant. The building improvement grants were discussed as well as how CCP can help them get established in the SSA. Will continue to follow up.
- Priscilla met with Wade Welsh, the new Director of the Rialto. The meeting went well and Priscilla expressed her desire to continue to partner with the Rialto. She invited Wade to join the board and he stated he would follow up.
- Priscilla conducted a tour of the SSA with Cesar Suarez and discussed development opportunities.
- She reported that LEDA has hired a full time manager.

8. City Report

- Cesar Suarez stated that a new juice bar has opened in the former Kafe de Kasa.
- The City is working on finding a developer for the Loughran building.
- Rod confirmed that Cass Street bridge will remain open until the Jackson Street bridge is completed.

Meeting adjourned at 8:52 a.m.

- Denise Winfrey motioned to adjourn.
- Jim Roolf seconded.
- All Aye – Motion approved.