

Public comments received by email or in writing by the Community Development Director prior to 5 p.m. on the day of the meeting were welcome on any topic. Public comments were also allowed during the electronic meeting using the Zoom Meeting ID and Access Code posted on the Village website prior to the meeting. Due to the ongoing public health emergency, and consistent with the Governor’s most recent emergency declaration, various Executive Orders entered by the Governor, and the recent amendments made to the Open Meetings Act in Public Act 101-640, this meeting was conducted electronically.



**VILLAGE OF RIVERSIDE**  
**ECONOMIC DEVELOPMENT COMMISSION REGULAR MEETING**  
**Minutes**

*I. Call to Order:* The Regular Meeting of the Village of Riverside Economic Development Commission was held Thursday, January 14, 2021, electronically via Zoom. Director Abt called the Regular Meeting to order at 7:03 p.m.

*II. Roll Call:*

Present:	Chairperson Fournier Commissioner Jacksic Commissioner Kahle Commissioner Doherty Commissioner Forssberg Commissioner Terhune
Absent:	Commissioner Buoscio
Also Present:	Trustee Evans Community Development Director Abt Management Analyst Bouman

*III. Public Comment*  
No public comment and no submitted comments sent in.

*IV. Approval of Minutes*

A. Economic Development Commission Regular Meeting Minutes of November 12, 2020. Commissioner **Forssberg** motioned to approve the November 12, 2020 minutes of the Regular Meeting of the EDC and Commissioner **Jacksic** seconded the motion.  
**AYES:** Kahle, Doherty, Jacksic, Forssberg, Terhune  
**NAYS:** None.  
*Motion passed.*

**V. *Chair Report:***

Good rentals in town, even considering restrictions due to COVID. Per Director Abt said still no indoor dining (tier 2), but now allowing meetings of up to 10 people. Chair Fournier said Village email went out regarding economic development incentive and asked if they were sending any more support type emails. Per Director Abt, there is one other to let people know of updates and contacts and it's in the works. Chair Fournier advised that there is an open data base where you can see what businesses were awarded COVID response money.

**VI. *Liaison Reports***

A. Village Board Update

Trustee Evans stated board passed flood wall and next step is design to ensure the look of the wall look is okay, and that with strong community input we can come up with something that looks good. The wall could be seen if eastbound on Forest, south side of street, on Groveland going west. The most visible part would be 11' tall (from water line). Also proposing wall on Park Place along Park turn, so it would run along Groveland and tall part of that wall will run about 300' behind West.

Chair Fournier asked how government funding is now (that didn't get passed in last bill) for small state and local governments. Director Abt said that may be revisited with the new administration. Chair asked if lack of funding impacting village. Director Abt said it was a tough budget year and will still be lean in 2021, however, village was conservative in their projections so hopefully it will not be dire.

B. Staff Update

Director Abt gave an update on deadline for economic incentive grant. She has received four applications to date. Village has also been getting inquiries about vacant spaces/business buildings; that is a positive sign because it means people are considering opening businesses again. Chair named leasing agent for Arcade building.

C. Chamber of Commerce Report

None.

**VII. *Central Business District***

Director Abt stated that the *Seed* opened before Christmas, right after Thanksgiving. *Catrina Bar* opened, having their liquor license approved in December. A few people are interested in the former *Flur* space for opening a café, restaurant, or bakery.

Village extended temporary use (from November) for other outdoor dining on sidewalks until April 30, then depending on where we're at as far as restrictions, Village will look at that again. Last year fee was waived for liquor licenses, but that will be discussed again by village board as we enter into a new season.

Doherty asked how Michaels Pancake House was doing. Abt said they were doing okay and had heard reports that they were doing indoor dining and she had to notify them (as she had other businesses) that during Tier 3 no indoor dining was allowed, but outdoor dining gave them seating for a few weeks before the weather turned really cold.

**VIII. Old Business**

- A. Continued SWOT Analysis/discussion of 2020/2021 economic development priorities/goals; better to do in person and a lot could change soon. Commissioner **Forsberg** motioned to table SWOT analysis to March 2021 Regular Meeting of the EDC and Commissioner **Jacksic** seconded the motion.

**AYES:** Fournier, Jacksic, Doherty, Terhune, Forsberg, Kahle

**NAYS:** None.

**Motion passed.**

**IX. New Business**

- A. Discuss Facebook Strategy for 2021.

Chair Fournier brought up that there seemed to be some difficulty executing the strategy and suggested a few minutes of the EDS meetings should be used for discussion, planning and execution. Commissioner Kahle suggested any member could create a draft and leave for other members' comments. Chair Fournier suggested highlighting certain businesses around specific holidays and let people know what that business has to offer for that holiday. Many other ideas were discussed on how to include the promotion of every business. Community Development will work on this.

- B. Discuss potential vacancy signage program.

Chair Fournier said they spoke last year about doing signage in spaces for lease. EDC revisited this suggesting that instead of large, empty looking spaces/signs, a cohesive look and feel could be created by putting up positive, esthetically pleasing "coming soon" types of signs. Ideas were then discussed ideas on how to make that possible and if costs could perhaps be shared for signage. Discussed spaces being better marketed, so people notice that the village is making an effort toward promoting these spaces. Village packets for businesses with tips to help promote a possibility. Director Abt getting costs for vinyl signage that can fit in any window.

**X. Informational Items:**

Director Abt said she wants to figure out when a special meeting could happen; maybe beginning of February. Applications for grants are due tomorrow giving Community Development two weeks to review and present them to EDC so that the EDC can make their recommendations and budget allotments to the Village Manger.

**XI. Adjournment**

Chair Fournier motioned to adjourn, but Director Abt first needed to ensure that all members heard the meeting in its entirety. Everyone responded in the affirmative. Commissioner **Forsberg** then motioned to adjourn and Commissioner **Terhune** seconded.

**AYES:** Doherty, Forsberg, Kahle, Terhune, Doherty, Jacksic.

**NAYES:** None.

**Motion passed.**

Chair Fournier adjourned the Regular Meeting of the EDC at 8:08 pm.

Respectfully submitted: