



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

- I. **Call to Order:** The Regular Meeting of the Riverside Economic Development Commission was held May 18, 2022. *Chairperson Fournier* called the Regular Meeting to order at 7:04 p.m.
  
- II. **Roll Call:**
  - Present: Chairperson Fournier  
Commissioner Doherty  
Commissioner Jacksic  
Commissioner Kahle
  
  - Absent: Commissioner Forrsberg  
Commissioner Valenzuela  
Commissioner Wator
  
  - Also Present: Finance Director Johns  
Fiscal Assistant Decosola  
Communications Specialist Downing
  
- III. **Public Comment**  
None.
  
- IV. **Approval of Minutes**
  - A. Economic Development Commission Regular Meeting Minutes of March 10, 2022  
Commissioner Jacksic motioned to approve the minutes as amended with the change to utilize Village property and remove Train Station. Commissioner Doherty seconded the motion.  
**AYES:** Fournier, Doherty, Jacksic, Kahle  
**NAYS:** None.  
***Motion passed.***
  
- V. **Chair Report:**  
None.
  
- VI. **Liaison Reports:**

- A. Village Board Update: Trustee Gallegos reported that Gears to You will be buying about six bicycles and renting them out. Chairperson Fournier reported that Pedal Oak Park is hosting a tour where participants can take the train to Oak Park and use their bikes to participate in the tour.
- B. Staff Report: Finance Director Johns stated there has not been much turnover regarding the vacancy report. She also stated that she mistakenly reported in a previous meeting that 2704 and 2710 Harlem are sold, but they are still under contract. However, they have a pending closing date. Finance Director Johns thanked everyone for their input on the rack cards that Communications Specialist Downing created.
- C. Chamber of Commerce Update: Trustee Gallegos mentioned that the Chamber of Commerce Meeting did not go very well due to lack of communication regarding the meeting date change. Finance Director Johns stated that the Chamber needs to make the decision if they are moving forward or if they are moving towards disbanding. She also stated that the Chamber is a separate organization for a reason, but they need to come to that conclusion themselves. Trustee Gallegos said that Village Manager Frances gave helpful advice on some aspects.

VII. **Old Business**

- A. Activate Train Station: Chairperson Fournier asked what the rent for Gears To You is. Finance Director Johns stated that she does not exactly know. Trustee Gallegos stated that the rent is near five hundred dollars.

Chairperson Fournier asked if the commission wanted to wait until after they scope out Batavia and Berwyn to plan Riverside's artisan event. The commission agreed that an artisan event near Small Business Saturday would be good timing and it gives enough time to strongly promote the event. Chairperson Fournier asked the commission what kind of fees should be charged to the business owners. Finance Director Johns suggested that they can use ideas from the Riverside Farmers' Market and utilize the forms that they used. She also stated that the Village will have to call in janitorial services and pay a minimum of sixty five dollars and any marketing costs. Commissioner Doherty asked if they have to pay a staffing fee for Parks and Recreation. Finance Director Johns asked if the commission wants to run the event or if they want Village staff to run the event. The commission agreed that they will be there if it is held on a weekend. Finance Director Johns asked the commission if they would like to wait until the July meeting to finalize documents and reach out to vendors. Chairperson Fournier suggested a June Special Meeting to finalize documents and put the word out. Finance Director Johns stated that there will a need to have an application for a special event to go before the board. Finance Director Johns asked if the commission would like to make a tour to the Batavia Boardwalk. Chairperson Fournier suggested that the commissioners should go on their own time to scope out how they utilize Village property.

- B. Increase Sales Tax: Finance Director Johns stated that the Village is 88% over for municipal sales tax and 159% over for places for eating tax. For the months of

December through February the Village received 53.7% of the sales tax dollars from local businesses and 46.3% from non-Riverside businesses, which were online taxes. The Village Board liked the idea of the old Bank of America building for Amazon lockers as well as the Train Station visitor center.

Increase Overall Awareness of Riverside: Finance Director Johns stated that if the commission wanted Riverside TV to do more videos, they are able to do that or they can reallocate the funds to something else. Finance Director Johns suggested that a video showing what it takes to open a business would be a good idea. Chairperson Fournier suggested a collaboration between different Villages for ideas such as birding and the Train Station. Finance Director Johns mentioned that a video promoting businesses and how to start businesses would be an informational item to the public.

VIII. **New Business**

- A. Village Board of Trustees Assignment-Parking: Finance Director Johns stated that the Village Board has decided to start using the red spots on the map for businesses on Quincy. The Village Board has asked the Economic Development Commission to survey businesses on Quincy asking them how parking in their zones work for them. One big question is if the parking is meeting their needs in terms of employee parking and patron parking.
- B. Transit-Oriented Development Zoning Code Update: Finance Director Johns stated the Transit-Oriented Development Steering Committee has been recommending zoning code updates because they received a grant from the RDA. They want to make the area better for the Pace Bus and Metra routes so they provided money to pay for new signage. They have recommended a minimum height requirement for two story buildings and other recommendation that has been brought up is parking requirements for the businesses in those areas.

IX. **Informational Items:**

None.

X. **Adjournment**

Chairperson Fournier asked for a motion to adjourn. Commissioner Kahle motioned to adjourn. Commissioner Doherty seconded.

**AYES:** Jacksic

**NAYES:** None.

**Motion passed.**

Chair adjourned the meeting at 8:41 p.m.

Respectfully submitted:

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Finance Director Johns

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Date Approved

