

**PLANNING & ECONOMIC DEVELOPMENT COMMISSION
MEETING MINUTES
December 18, 2007**

CALL TO ORDER

Chairman Don Kendeigh called the meeting of the Planning and Economic Development Commission to order at 7:45 p.m.

ROLL CALL

Members present: Chairman Don Kendeigh, Viki Karls, Mike Schiestel, Ron Hameetman and Bob Nunamaker and Kim Prell. Member Mary Lu Seidel was absent. Also present, Village Administrator Art Osten, Jr. and Secretary Jane Bartolai.

APPROVAL OF November 27, 2007 MINUTES

A motion was made by Member Schiestel and seconded by Member Karls to approve the minutes from the November 27, 2007 PEDC meeting minutes with the following changes:

1) Under BUSINESS RETENTION & ATTRACTION OPTIONS & GUIDELINES,
1.d.: Replace Benchmark with Communicate.

2) Under NEWS & UPDATES the last paragraph should read: McHenry County 2030 - Chairman Kendeigh and Administrator Osten attended a meeting of the County Planning Commission Sub-Committee. Chairman Kendeigh presented information on the Fox River Grove 2007 Comprehensive Plan. Administrator Osten promoted the need for local and county planning commissions to review their comprehensive plans when development is occurring outside their existing municipal boundaries. He also stated that continued urban sprawl would make local downtown development more difficult.

A roll call vote followed with majority in favor. The motion was passed.

RESIDENT'S COMMENTS

There were no residents in attendance.

BUSINESS RETENTION & ATTRACTION OPTIONS & GUIDELINES

Members reviewed the list of ten activities, discussing any pros and cons and then selected which ones they will work on. It was agreed that one item at a time will be the primary focus starting with Downtown Parking. Some activities will be worked on later, others not at all if that the activity is beyond the scope of the PEDC. Administrator Osten will act as *Project Manager*.

1) Access Existing Downtown (N & S sides of Rt 14 between Fox River and School Street) Parking.

- a) Schiestel will put together an aerial map and inventory number, location, and ownership of the private and public parking spaces by Jan 4.
- b) Nunamaker, Prell, Seidel and Hameetmen will conduct business visits to suggest a parking co-op and signage for the parking areas and ask owners the number of spaces they require, number they could share, and conditions for sharing. by Jan 21. Nunamaker will design form and assign businesses to PEDC members.
- c) Karls mix & match spaces to owners needs and terms by Feb 8.
- d) Results to be presented at Feb 22 FRG/Chamber Business Rdtable by Kendeigh.
- 2) Promote local businesses. Ideas:
 - a) Farmer's Market.
 - b) Holiday Open House or cookie-walk.
 - c) Highlight businesses in the village newsletter.
 - d) Assist Chamber events.
- 3) Beautification.
 - a) Signage -- Currently being pursued by ZBA.
 - b) Plantings -- Past efforts unsuccessful. Bypass this activity for now.
 - e) Metra station area beautification: Member Prell and Trustee Kramer are currently working on a plan.
 - f) Façade improvements -- Schiestel spoke with the contractor for Moretti's and cost more than Village could provide. Up to owners and some have or are doing this on their own.
- 4) Communication with businesses.
 - a) Chairman Kendeigh will update the businesses email address list used also for village communication.
- 5) Property Acquisition. Osten stated that the Village doesn't have funds to purchase property and this is an area that is beyond the scope of duties of the PEDC, but any research on the subject or ideas on techniques are welcome.
- 6) Identify Logjams.
 - a) Identification of previously failed transactions which prevented redevelopment.
 - b) Communicate with both the prospective buyers, property owners and agents involved to create a list of items that contributed to the failure of these transactions.
 - c) Strategize and brainstorm on these items.
- 7) Inventory Downtown Properties:
 - a) The agenda suggested using forms from Elgin Chamber or Elgin Downtown Neighborhood Assoc.
 - b) Member Nunamaker presented an analysis of downtown redevelopment tax benefits supporting the benefits of a T.I.F. (tax increment financing) district. For more information about T.I.F. districts see www.illinois-tif.com. Administrator Osten advised different tax sharing arrangements can be made so that taxing districts can receive part of the new property taxes generated by new development.
- 8) Market vacant commercial property: (drop-off data sheets and basic FRG econ info, work
- 9) Survey local retailers. Members decided not to pursue.
- 10) Enhance Village Website:
 - a) Chairman Kendeigh will review the website and suggest changes.

A motion was made by Member Karls and seconded by Member Schiestel to approve the activities list recommendations. A roll call vote followed with majority in favor. The motion was passed.

NEWS & UPDATES

Prior to the meeting Superintendent Ulrich e-mailed his Monthly Report and Administrator Osten forwarded the lasted MCEDC report which were not discussed in detail. Member Seidel recently attended a County Board reception but had nothing to report.

Per Administrator Osten, no highlights to report from the MCEDC Insider distributed via e-mail prior to the meeting.

Cary-Grove Area Chamber of Commerce 2007 highlights were reported by Nunamaker. The Chamber saw a 6% attrition rate but added 129 new members for a total of 480 businesses. On January 25, 2007 the Chamber is hosting its annual dinner and silent auction. Contact the Chamber for more details.

No report on the McHenry County 2030 Plan.

Member Prell presented information from Lake County's plan -- Measuring Lake County's Growth & Development Caliper. Highlights included 2000-2005 Trends, quality of life indicators and regional framework plan implementation.

OTHER BUSINESS

A copy of the article that Reporter Craig Whitney of Pioneer Press wrote after attending the November 27, 2007 PEDC meeting titled, Fox River Grove Brainstorms About Business. Was distributed and read with witty embellishment by Schiestel.

NEXT MEETING

The date for the next meeting is January 22, 2008 at 7:30 p.m.

ADJOURNMENT

A motion was made by Member Karls and seconded by Member Schiestel to adjourn the meeting at 9:45 p.m. Motion carried.

Don Kendeigh, Chairman

Date

Jane Bartolai, Secretary