

APPROVED MINUTES

**VILLAGE OF ANTIOCH
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE
Municipal Building: 874 Main Street, Antioch, IL
January 24, 2018**

I. CALL TO ORDER

Mayor Hanson called the January 24, 2018 Committee of the Whole meeting of the Board of Trustees to order at 7:08 pm in the Municipal Building: 874 Main Street, Antioch, IL.

II. PLEDGE OF ALLEGIANCE

The Mayor and Board of Trustees led the Pledge of Allegiance.

III. ROLL CALL

Roll call indicated the following Trustees were present: Jozwiak, Pierce (via telephone), Dominiak, Johnson and Macek. Also present were Mayor Hanson, Attorney Long, Administrator Keim and Clerk Romine. Absent: Trustee Poulos.

IV. ABSENT TRUSTEES WISHING TO ATTEND REMOTELY

Trustee Pierce remained on the telephone with no objection from those present.

V. Approval of the November 29, 2017 Committee of the Whole Meeting Minutes as presented

Trustee Jozwiak moved, seconded by Trustee Johnson, to approve the November 29, 2017 Committee of the Whole meeting minutes as presented. Upon roll call, the vote was:

YES: 5: Jozwiak, Pierce, Dominiak, Johnson and Macek.

NO: 0.

ABSENT: 1: Poulos.

THE MOTION CARRIED.

VI. REGULAR BUSINESS

1. BDI Downtown Strategic Plan Presentation – Diane Williams – Director Garrigan introduced Ms. Diane Williams of BDI who will be presenting a summary of the downtown strategic plan previously approved by the Village Board.

Ms. Williams discussed the purpose and process of the economic development initiative. She reviewed survey data, best practices in peer communities, downtown's custom market and competitive advantages and recommendations moving forward.

The survey resulted in 916 responses, with 83% being from the 60002 zip code. Many of those surveyed expressed interest in a follow-up to the survey. Ms. Williams discussed the survey demographics and specific answer results.

Trustee Poulos arrived at 7:25 pm.

The best practices review included 5 communities of Lake Mills, WI, Grand Haven, MI, Medina, OH, Marietta, OH and Cambridge, OH. They all have similar characteristics to Antioch, but are not identical. They are all roughly the same size and have a history of tourism and resorts, and they have a vintage or historic downtown. Some best practices of those communities include ongoing partnerships, active work with business owners, and marketing of downtown.

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The downtown custom market includes over 200,000 people, and a \$1.9 billion market. Ms. Williams discussed the downtown competitive advantages of Antioch including its vintage character and footprint, multiple successful destination businesses, current attendance, and commitment by Village residents.

Ms. Williams presented 5 recommendations to begin now. These include organizing a downtown working group, joining the National Main Street Center, prioritizing available downtown lease space for tenant inquiries, evaluating downtown events in partnership with the Chamber, and identifying and beautifying the downtown parking lots.

Trustee Jozwiak asked if other surveys were compared to the survey that Ms. Williams completed. She replied that she did use other survey data and results when considering her survey. He discussed the hours the businesses downtown are open and length of time since a new restaurant has opened downtown. Trustee Dominiak discussed incentives and the façade grant program. Trustee Pierce commented on Libertyville taking 30 years to develop and Door County maturing over 65 years. He agrees with the Main Street program, and thinks the board needs to start to plan now for the future of downtown, including funding. Trustee Poulos commented on business hours and asked how many are open after 5 or 6 pm. He asked how we can attract other businesses with the recent addition of 3 cake stores that can market to weddings. Trustee Dominiak discussed challenges such as un-invested building owners, sharing information and engaging business owners. Director Garrigan discussed the recent meetings for economic development and attendance by local business owners and the positive feedback related to the holiday season. Trustee Macek believes the Rotary, Chamber and Lions club should be given this presentation.

2. Senior Council Update – Administrator Keim discussed the request from the Senior Center to modify Resolution No. 16-26, and said they are discussing this during budget conversations and cuts may be needed. He would like to allow the budget to move forward in an attempt to accommodate the request, but there are substantial cuts that need to be made. Mayor Hanson explained that the senior center was run by Catholic Charities until they pulled out in the early 2000's. Until the Dolly Spiering money came in, the village did not fund senior services. Trustee Jozwiak asked if any fundraising has been done, or if a 501c3 status was updated. Representatives from the senior center replied that those have not been done at this time. The 501c3 has not been filed so that status is currently not active. Trustee Pierce discussed the Antioch Township and their interest in strengthening senior services and eliminating duplicate services. Trustee Dominiak asked how many people being served are Antioch residents. Administrator Keim replied that approximately 40% are village residents. Trustee Johnson and Poulos agreed that discussions need to be held with Antioch Township. Those present agreed to see how the budget plays out.

3. ClearGov Presentation – Director McCarthy provided a demonstration by ClearGov for a communication tool to connect and engage with residents. The program collects our current data and places it in an easy-to-understand format. Mr. Rob Southworth of ClearGov presented a profile page for Antioch which included a transparency page with financial data. They have a partnership with the US census, and therefore will not require staff assistance with demographic information. Financial snapshots and data are the specialized information contained in the website. It also allows the ability to benchmark communities against other communities of your choice.

Trustees discussed cost and how to link it to the village minutes or briefing room data showing decisions that were made and why. Director McCarthy asked for feedback on the board's interest. Those present agreed on moving forward with the product.

4. Gas Station Liquor License survey results – Mayor Hanson discussed the previous requests to allow hard alcohol sales at gas stations and the survey completed by Clerk Romine and Attorney Long. Trustee Jozwiak does not believe there is competition with Antioch Liquors, but would look at the fees. Trustee Pierce thinks we need to find a way to make it work for our gas stations, but make it reasonable. Trustee Dominiak expressed concern with the type of packaged goods that would be sold, and doesn't understand why an establishment that provides fuel would need to provide liquor. Trustees Johnson and Macek are okay with

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the proposal to allow hard alcohol sales. Mayor Hanson discussed limitations on shelf space. Mr. Sonny Judge, Antioch BP, expressed concern with limitations placed on his business that would prohibit him from fulfilling customer requests. Mr. Patrick Graham commented that other communities have discussed special restrictions, and 30% would fit their current needs. Trustee Poulos suggested a percentage, except certain size stores would be allowed specific square footage. This item will be presented at the next village board meeting for consideration.

5. Village Development Update – Administrator Keim provided an update on current Village developments. He discussed current and proposed developments, including vacant lots and pending commercial developments. He further discussed TIF developments and the processes involved in developing TIF districts including potential money generated in the TIF areas. Mayor Hanson discussed the desired businesses for the TIF districts that would generate the tax revenue that would be productive and beneficial to Antioch. Administrator Keim discussed conceptual uses in the TIF District.

6. Request for cell tower equipment on Heron Harbor Water Tower – Administrator Keim reviewed the request from Verizon for the placement of equipment on the water tower located in Heron Harbor subdivision. The proposed lease arrangement would be \$24,000 per year, which would include taxes and insurance. He considered restoration, removal and they are all built in to the agreement. Attorney Long reviewed the lease and commented that Administrator Keim did a great job negotiating the lease price. Those present agreed to place this item on the next village board agenda for consideration.

7. Traffic Calming Committee Recommendations – Administrator Keim reviewed the recommendations from the Traffic Calming Committee. Those present discussed parking restrictions on Lake and Main and business owners and tenants that are occupying parking spaces. They want 15 minute parking in front of Johnson Jewelers and to begin enforcement of 2 hour parking in the other areas. Chief Huffman discussed previous parking enforcement requests, and asked for consistency. They have attempted communication which works for a short term. Those present agreed to enforce street parking. Ms. Ann Hirschell brought forth a discussion held at the economic development meeting, where an increase in parking to 3 hours was requested in order to keep people in town longer. Those present agreed to enforce parking on village streets from 8-5. Trustee Dominiak suggested educating business owners to advise their customers where they can park for extended periods. Chief Huffman will enforce with the best tact and diplomacy possible.

VII. OTHER BUSINESS

Administrator Keim had to make an expenditure in order to repair a well, and further investigation on well #6 will be needed.

VIII. EXECUTIVE SESSION – Personnel and Pending Litigation, Lease of Village Property, Collective Bargaining – The Mayor and Board of Trustees did not go into executive session.

IX. ADJOURNMENT

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 9:48 p.m.

Respectfully submitted,

Lori K. Romine, RMC/CMC
Village Clerk