



ECONOMIC DEVELOPMENT COMMITTEE MINUTES
MAY 13, 2020

CALL TO ORDER

Chair Jessica Petrow called the Economic Development Committee meeting to order at 5:30 P.M. on Wednesday, May 13, 2020, by remote video conference.

ROLL CALL

Economic Development Committee members present included Mayor Jim Holland, Village Clerk Brian Feehery, Trustees Adam Borrelli, John Clavio, Margaret Farina, Keith Ogle, Jessica Petrow, and Gene Savaria; Dawn Camodeca, Stephanie Campbell, Marc Dabaco, and Andy Schwerha. Staff members in attendance were Village Administrator Rob Piscia, Asst. Village Administrator Jeff Cook, Police Chief John Burica, Deputy Chief Will Dowding, Finance Director Jenni Booth, and Administrative Assistant Theresa Cork. Member Anitra Alexander was absent.

APPROVAL OF MINUTES (February 12, 2020)

Trustee Ogle made a motion (#1), seconded by Mayor Holland, to approve the Economic Development Committee minutes of February 12, 2020, as presented. The motion was unanimously approved.

SILVER CROSS DEVELOPMENT AND DEDICATION AGREEMENT

Asst. Administrator Cook presented a final draft Development and Dedication Agreement between the Village of Frankfort and Silver Cross Hospital concerning the proposed Pfeiffer Road Extension Project for committee consideration. Mr. Cook noted the Economic Development Committee previously met on October 9, 2019, to consider entering into an engineering services agreement to design the extension of Pfeifer Road between US 30 and Lighthouse Pointe subdivision. The committee directed staff to negotiate with Silver Cross to secure right-of-way and produce preliminary exhibits to help define the project before engaging an engineer and incurring costs for design services.

Mr. Cook noted the extension of Pfeiffer Road is part of the Village's long-range transportation plan and could facilitate economic development opportunities in the area while providing a bike path connection to the Old Plank Road Trail for the north side of Frankfort. He then provided a summary of the project and potential funding opportunities. He reported IDOT recently notified local public agencies of its plan to distribute bi-annual grants for transportation improvement projects with an average useful life of greater than or equal to 13 years. He advised design work is eligible, although it remains unclear at this time if using funds for design commits the Village

to constructing the improvements. Under the disbursement formula, Frankfort is targeted to receive over \$1.1 million over the next three years.

Committee members discussed the overall project, terms of the agreement, and the funding and recapture opportunities for the proposed extension of Pfeiffer Road. Overall, committee members were in favor of moving forward with the project despite the economic uncertainty of COVID-19. Members felt it was a viable project for economic development opportunities, and it will provide connectivity of the trail network for many neighborhoods and a north/south alternative route for police services. Members also felt it was important to have shovel-ready construction projects in order to be in a better position for grant opportunities. Trustee Clavio suggested to clarify language under Section 4.A.2. to ensure we need only to service certificate of insurance a single time and not every time our agents enter the property. Additionally, he asked to consider increasing the time requirements under 4.A.1.

Trustee Farina voiced some hesitation due to the financial uncertainty arising out of the COVID-19 situation, however agreed to vote in favor of the agreement due to no financial implications associated with this phase of the project. It was noted that the Village will not see the impact of the virus on sales tax revenue until June, which is when the Village anticipates receiving the tax for March sales.

Trustee Petrow made a motion (#2), seconded by Trustee Ogle, to forward a recommendation to the Village Board to enter into a Development and Dedication Agreement with Silver Cross Hospital and Medical Centers with modifications to the language as discussed. The motion was unanimously approved.

RESIDENT INCENTIVE FOR PURCHASES TO PROMOTE THE LOCAL ECONOMY

Administrator Piscia presented the Resident Incentive for Purchases to Promote the Local Economy (RIPPLE) program. He reported the RIPPLE program is an economic tool created by the Village to encourage residents to patronize local businesses within the Village of Frankfort who were forced to close during the COVID-19 pandemic. He further reported participation in RIPPLE provides a \$50 reimbursement in the form of a credit on a future water bill for qualifying purchases made between June 1 and July 31, 2020, at retail and restaurant establishments. He noted purchases must total \$200, with a minimum of \$100 at qualifying retail stores and \$100 at local restaurants. Multiple purchases, including gift cards, can be made to achieve the qualifying amount in both categories. He stated the program is designed to be administered through the water billing system due to its existing capability, however funding of the program will be sourced from the corporate capital fund, paid for by the taxpayers of the Village of Frankfort and not Frankfort utility customers.

Committee members discussed the RIPPLE program and suggested to increase the amount to qualify for the credit. Members voiced their support of the program and felt it was appropriate to require a total of \$300, with a minimum of \$200 at qualifying retail stores and \$100 at local restaurants.

Trustee Petrow made a motion (#3), seconded by Trustee Farina to forward a recommendation to the Village Board to approve the RIPPLE program as discussed. The motion was unanimously approved.

OTHER BUSINESS

○ *Café Lease Agreements*

Trustee Farina commented on the Village's outdoor café lease agreements with Trail's Edge, Fat Rosie's, and Francesca's and asked if the Village had any plans to reimburse the businesses for the time they have not been able to utilize the space as an outdoor café due to COVID-19. Following a brief discussion, Mayor Holland advised the trustees to provide a recommendation to staff if they want to discuss the matter further at a future committee meeting.

○ *Advertising*

Trustee Farina commented on the Village's annual downtown beautification efforts and suggested to curb some of these expenses due to COVID-19 and use the money for advertising to further our businesses in these hard times. Mayor Holland expressed his appreciation for her comments and felt the flowers are an important part of the whole experience of our downtown. He suggested that the Village can also look at ways to market Frankfort and promote our local businesses.

○ *Will County Governmental League Letter to Governor Pritzker*

Mayor Holland advised that he intends to bring a resolution to the next Village Board meeting supporting Will County Governmental League's (WGCL) letter to Governor Pritzker on the Restore Illinois plan. The letter provides several comments and recommendations on the Restore Illinois plan, including evaluating Will County communities as a county, shortening the 28-day evaluation period between phases to 14 days, and addresses the ability of our small businesses to implement safe business practices and safely reopen. He noted the Village will continue to comply with the Governor's executive orders.

PUBLIC COMMENTS

Public comments were accepted in advance for this meeting through the Village's "Contact Us" form, which was published on the agenda. No public comments were submitted for the meeting.

ADJOURNMENT

Hearing no further discussion, Trustee Borrelli made a motion (#4), seconded by Trustee Ogle, to adjourn the Economic Development Committee video conference meeting of May 13, 2020, at 6:55 P.M. The motion was unanimously approved.