

Downers Grove Downtown Management Corporation

Board Meeting Notes

March 7, 2019

Present: Phil Stromberg, Paul Glover, Kathy Burns, Steve Frost, Larry Boik, Maureen Grand, Jill Card, Mike Baker, Michael Cassa, Commissioner William Waldack, Michael Philipp, Erin Venezia, Ann Hattan

Absent: Bill Marshall, Nan Newlon, Laura Crawford

Guests: Lyle Honnold, Jack Marengo, Michael Carew

Chairman's Report: Phil called the meeting to order at 8:00 a.m. Phil asked for a motion to approve the February 7, 2019, minutes, Kathy noted that a change to approve the minutes with the amendment that Kathy made motion that the Executive Director remain as the representative on the EDC and Chamber630 board, the motion was seconded and approved. Steve made a motion to approve the February minutes as amended. Jill seconded. Phil noted that he has been happy to see the gelling of team work, with the work on updating the By-laws and the working on the budget. This has been great progress.

Downtown Management Report: Erin informed the Board Staycation Education will be held March 25-March 29, 2019. 11 businesses will be hosting nearly 30 events for kids that will be around during Spring Break. Curtiss Street Shops will be hosting their own Girls Day Out on March 14th. Fine Arts Applications close March 15th. The Wine Walk Liquor State App will hopefully be in mail today. Once we receive the state license tickets will go on sale, the goal is to have them on sale by March 15th. Car Show schedule is set. Erin met with the Car Show Committee last month and they set the featured cars, Erin scheduled the bands, the schedule is ready to printed. The show will run Memorial Day to Labor Day as in the past. Erin informed the board that she attended the Community Events Commission Meeting GroveFest and the District 58 Education Foundation Oktoberfest were recommended for approval by the Village. The only change that was presented for GroveFest, they are looking at doing a concert to celebrate 10 years. This concert would be ticketed. In order to do this they would need to close the Forest Lot North and South on Tuesday night instead of Wednesday night, as well as close Main Street at 2pm instead of 3pm on Thursday. This is a 1 year only change. The Village has asked Rotary to obtain our approval as well. Kathy made a motion to fully support the proposed changes for the Rotary Club to host their celebratory concert on Thursday night. Jill seconded the motion. Erin noted that she will be at the Community Events Commission meeting March 14th for the Car Show, Sidewalk Sale and Fine Arts Festival permits. Erin informed the board that a business has signed a lease at 5226 Main, name to be announced in the near future. Michelle Gentile Interiors has purchase 1015 Maple Avenue and will be redoing the exterior, she will also have a home décor business in here.

Deputy Village Manager Report: Mike Baker informed the board that Village staff will begin to prepare a future of the downtown plan to the Council in fall. This plan will of course go to our board as well. Staff is looking at updating the 2011 Parking Study, in the near future. Mike noted they will work with Downtown Management on this and will be in touch with Erin in the next couple of weeks with an update. Discussion was had about ideas for the parking study. Michael pointed out that these are professionals and will be aware of the best way to get the whole picture, including commuters, weekends, weekdays, etc. Kathy noted the delivery truck issue as well. Paul inquired about the private parking lots and their vacancy. He also noted that the residents need parking and should be entitled to parking privileges. There is no place for their guests to park on the streets over night because the ordinance says no parking 2am-5am on the street. Mike mentioned that the Village Facilities Plan is on hold and will be brought back up when the new Council is seated.

Mike updated the board that a tentative date has been set of May 11th at 10:30am for the renaming of Main Street Plaza the Linda Kunze Plaza.

Director of Public Works: None

Commissioner William Waldack: Commissioner Waldack noted that this will be his last meeting, he is not seeking re-election and therefore will be off Council by the next downtown Board Meeting. He thanked the board for their dedication and hard work. He made a note that if the board wanted to see the Village Hall stay within the downtown to put in their word sooner rather than later. He also noted that there is a Candidate Forum at the Village Hall at 7pm tonight.

Economic Development Report: Michael noted that the EDC will be holding their Annual Luncheon at 11:30am on June 25th. The EDC has been very appreciative of the Downtown obtaining a table at this event in the past year. He also mentioned that their 4th Annual Brokers Reception will be held in October at Alter Brewing with Capri as the caterer. This is a great private event that is hosted for Commercial Brokers.

Chamber630 Report: None

Aesthetics Committee Report: Paul noted that Bill was on his way to Arizona. They are working with Mike Philipp on revising the agreement and including the responsibility to maintain the enclosure. Discussion was had on the enclosure and the agreement. A plan for moving forward was that the agreement would continue to be worked on, a meeting of those that use the enclosure will be called, all will be asked to sign the contract, those that do not abide by the contract will be fined. The contract will not make DMC the one responsible financially for the vendor bill. This will be between business and vendor. DMC is not here to be a collection agency. Erin is working with Sue at Republic in regards to looking at the way they charge the overages. Phil thanked the committee for their work on this.

Governance Committee Report: Steve presented the changes to the By-Laws as presented at the last meeting. Steve pointed out a couple text changes. Discussion was had. Kathy made a motion to approve the changes as presented, Paul seconded the motion. A Resolution was going to be necessary for the staggering of the Director Terms. Kathy noted that she would like the board to have a chance to look these over. Board agreed.

Other Business: Phil noted that due to time there will not be an Executive Session to discuss budget. This will be put on hold for a Special Meeting later in the month. Kathy inquired about Confidentiality Forms and thinks it is a good idea for the board to sign them. The board agreed, this is a good time.

Meeting adjourned at 10:00 am.

The next Board Meeting will be April 4, 2019

Respectfully submitted,

Erin Venezia