



**MINUTES OF THE MEETING OF THE LONG GROVE ECONOMIC
DEVELOPMENT COMMISSION
TUESDAY DECEMBER 10, 2019 AT 7:00AM
3110 OLD MCHENRY ROAD, LONG GROVE, ILLINOIS 60047**

CALL TO ORDER Chairman Goble called the regular meeting of the Long Grove Economic Development Commission (EDC) to order at 7:04 A.M. and noted that a quorum was present.

OFFICIALS IN ATTENDANCE:

EDC Members Present in Person: Pam Brown, Roger Goble, Rob Pipin, Irwin Steinberg, Robert Brinley. EDC Members attending meeting telephonically: Minah Hall, Jay Levin, Eric Russell

Ex-Officio EDC Members Present Electronically: Bill Jacob, Village President; Rita O'Connor, Trustee, Jennifer Michaud, Trustee

Village Staff Present: David Lothspeich, Village Manager; Amy Gayton, Clerk;

Others Present: Laurie Wilhoit, Fred Phillips, Michael Sarlitto,

PUBLIC COMMENT

None offered.

ACTION/DISCUSSION ITEMS

1. Motion to Approve Electronic Participation by EDC Commissioners

EDC members present voted in favor of Commissioners Hall, Levin and Russell entering the meeting telephonically.

2. Motion to Approve Meeting Minutes of 11/26/19

Commissioner Steinberg made a motion to approve the minutes of the 11/26/19 EDC meeting.

Commissioner Brown seconded the motion to approve the minutes of the 11/26/19 EDC meeting.

The motion was approved

3. Summary/Review of Action Items (1 min) –

- a. Open Meeting Training completion follow up - reminder given to the EDC by Chairman Goble with update on individuals that have completed the training
- b. Common calendar on the Long Grove Website shows future EDC meetings

Working Session #1: GRANTS TRANSPORTATION AND RELATED INFRASTRUCTURE (30 min) – Discussion Lead(s): Pipin, Hall and Brown

- Commissioners Hall and Brown presented a revenue diversification plan whereby they proposed that the EDC present to the Long Grove Village Board (“Board”) its plan by which the Village will seek funding sources other than taxes for projects prioritized and approved by the Board.
- Commissioner Hall stated that the EDC believes that by pursuing a revenue diversification plan to find sources to help priorities previously established by the Board, we can further foster business development. For example, if we can find additional funding to increase the tourism that Long Grove is known for, this will help drive additional business into the restaurants, shops and other services already established in Long Grove.
- Commissioner Hall stated that a very popular tourism activity that many communities are currently pursuing may be through the establishment of a system of bike trails, which may be a costly venture. However, this type of activity may be helped along if we can find outside funding through various grants, such as the “Tourism Attraction Development Grant and Loan Program (TAP)” which is administered by the IL DCEO <https://www.iira.org/rdrq/tourism-attraction-development-grant-and-loan-program-tap/>.
- Commissioner Brown added that there are also grants available to fund other popular outdoor recreational activities that the EDC believes could potentially facilitate increasing tourism for Long Grove. For example, the “Open Space Lands Acquisition and Development” (OSLAD) Program is a state-financed grant program that provides funding assistance to local government agencies for acquisition and/or development of land for public parks and open space. Eligible Activities for the OSLAD Program include the development/renovation of:
 - picnic and playground facilities;
 - outdoor nature interpretive facilities;
 - winter sports facilities;
 - park roads and paths, parking, utilities and restrooms; and
 - architectural/engineering (A/E) services necessary for proper design and construction of approved projects
- Commissioner Russell advised that he had requested a proposal from the grant research/grant writing firm he mentioned at our last meeting and expects to receive shortly, and he will share it with the EDC
- Chairman Goble and Commissioners Hall, Brown and Steinberg will work with the Village manager and members of the Village Board to identify projects that the Village wishes to pursue before attempting to match potential tourism grants to these “top projects”.

- Mike Sarlitto mentioned that the EDC should seek to communicate with the Board and identify and focus on steps that can be taken to obtain financing to facilitate top projects that the Board is seeking to pursue.
- Village Manager Lothspeith mentioned that the EDC should consider having EDC members attend the Board meetings on a rotating basis to advise of progress on pursuing funding for these top projects.
- Village Manager Lothspeith also mentioned that the timing could be right to discuss EDC budget funding for this grant and other projects of the EDC as the Village Board is planning for the next fiscal year. Mention was made that the EDC should consider coming up with a number to suggest for its budget as a placeholder to fill in with activities as they are developed by the EDC.
- There was an extended discussion about practical considerations to be addressed before suggesting any specific action to the Board.
- Village Manager Lothspeith spoke about the OSLAD grants and suggested we determine what level is available for improvements so EDC can be strategic about pursuing grants for such projects as public bathroom facilities and playground / recreational improvements. He also suggested that we identify discreet projects before pursuing local legislative help.
- President Jacob mentioned that property owner Jesse DeSoto is interested in helping to develop public restrooms and suggested a public/private partnership to accomplish this with Jesse possibly contributing some of his land.

Working Session #2: Development of Annual Work Plan and budget (See paragraph 5 of the Welcome to LGEDC memo distributed at the Oct 7, 2019 meeting and goals previously set) (15 min) – Discussion Lead (s): Goble, Pipin,

- Chairman Goble noted that the ordinance establishing the EDC requires it to prepare a proposed annual work plan and budget, which shall be submitted to the Village Board for its consideration . The work plan would facilitate main goals of the EDC such as business retention, pursuing grant money and attracting new businesses.
- Commissioner Steinberg suggested we develop a menu of 5 or 6 pivotal ideas designed to develop new businesses such as providing stipends to EDC members to meet with potential businesses
- As part of business retention efforts, Commissioner Pipin suggested inviting local businesses to quarterly breakfasts or get-togethers.
- Commissioner Pipin and Chairman Goble will work on first draft of the EDC work plan. Chairman Goble asked for suggestions as to initial amount of EDC budget and Commissioner Pipin suggested that we start with \$50,000 as placeholder and fill in projects as we go and seek Village Board approval for EDC projects to pursue the EDC 3-5 strategic goals - create action list for each with a designated project manager.and develop strategic plan along the lines of Highland Park example including
 - grants to enhance tourism
 - business retention including one or two EDC Liaisons to attend downtown meetings-(could rotate) to increase collaboration and improved relationships.
 - attracting new businesses include the possibility of stipends for EDC members (Highland Park Idea) to meet with existing Long Grove business owners, potential business that may be a good fit for Long Grove (i.e., Walker Brothers or breakfast spot), and land/property owners.
- Chairman Goble suggested split out budgeting process into 2 steps
 - Initial budget with suggested project amounts
 - Followed by 6 month look back to review progress of selected projects and continued funding
- Trustee O'Connor suggested we have budget line items to fit with the projects EDC is pursuing and benefit to be derived from the projects. She thought EDC could start by asking for \$10,000 to be reviewed periodically based upon what is being accomplished

4. Other discussion and new business:

- Chairman Goble moved that EDC only meet once per month.
- Commissioner Steinberg proposed we have 2 meeting in January after which we evaluate our schedule. At the end of the the first regular meeting we can determine if second meeting is needed but keep it on the calendar
- The motion failed for lack of a second. Considering scheduling with a second meeting being optional was deferred for further discussion.

5. Adjournment: Chairman Goble adjourned the meeting at 8:30 AM with approval of members that were present. Next Commission Meeting: January 21, 2020 7:00AM