



Downtown Advisory Committee
Meeting Minutes
June 5, 2023

Present: Steve Rubin, Tom Miers, Rick Hitchcock, Katie Wood, Brien Nagle, Patrick Kelly,
Via Zoom: Doug Krieger, Kaylin Risvold, Joe Costello, Danielle Fortuna, Christine Jeffries
Staff & Guest: Mikal Mayes, Derek McDaniel (via Zoom), Shannon Kunicki, Mike Panas.

The minutes for the May 1, 2023, DAC meeting were submitted. A motion was made by Katie Wood to approve the minutes, seconded by Tom Miers, abstained Rick Hitchcock, unanimously approved.

Bridge Construction Update: Doug Krieger updated the committee on the status of the Washington St. bridge construction. Everything moving ahead with the bridge, traffic was moved to the west half of the bridge to work on the east side. Utilities relocation continues with Nicor, ATT and city utilities. Not ahead or behind on the construction.

Streetscape: The Washington St streetscape is being pushed back to the spring of 2024 due to some design issues that would not be resolved in time. Katie asked where they were on the process of the Washington St SSA. Doug stated that notifications have been sent out, he does believe that there shouldn't be any issues moving forward with getting it approved. The streetscape for Jefferson (East of Main) city taking action to confirm streetscape timeline.

Van Buren Parking Deck Rehab/Library Parking Deck: Doug Krieger stated that there is no change on the status for either of these projects.

Wayfinding Sign Update: Rick Hitchcock updated the committee on the wayfinding sign initiative. A moderately attended open house was held on April 13, 2023, the feedback was very favorable. The genuine interest from the open house was in the story telling of the history and art in the downtown. Key locations would rely on QR Codes for additional information on the downtown. Hitchcock Design is finalizing a summary document and implementation strategy. A project timeline has been included in the packet to work towards the council approving the Wayfinding sign masterplan and into the city budget for next year. City Public works does have the ability to produce some of the signage to help with reducing the cost.

Culture of the Downtown: Steve Rubin would like to come up with a strategy identifying action items moving forward. A basis for the program, how do we move forward, evolving and protecting the culture of downtown. How did we get there, how do we maintain it, and how do we build it into the future. There is a list from Peggy, Rick and a list that DAC put together, and Steve would like to sit down and consolidate, and use them to guide on the culture of downtown. This would be the basis for supporting the downtown 2030 plan, by helping raise some of the thoughts and important factors back to the surface. Example would be allowing only retail on the first floor in the downtown. There need to be clear rules for first floor retail.

*Action Item: Educate the property owner and broker of what is and is not allowed on the first floor downtown. Define the guidelines, permitted use, conditional uses. No demo permit is issued until the plan is approved as a permitted use. Potential brochure for the brokers and property owners with the information.

Security at Night: Safety and Comfort seems to be an issue downtown after 8pm at night. Steve walked downtown on Sunday night and did not see any police presence. There may be some transition time for school officers to be assigned to the downtown beat.

-Talk to property owners and merchants that when enhancing the cosmetic and promotional, that there is a way to enhance the public safety part of that conversation.

*Action Item: Steve would like to schedule a night walk two by two after 8pm to see what a different energy is in the downtown.

The Mix downtown: Mix is a definite part of the culture downtown. According to attendees at ICSC, retail is not expanding but is stabilizing. Shipping is getting expensive, and stores are making more money in stores versus online sales. People want to have that experience when shopping in the store again. Danielle suggested bringing in the local owners, that are being pushed out due to the bigger companies that can afford the rent downtown.

Parking Study: The city is looking at the library parking deck. Would like to talk to city staff about mapping downtown parking. Map out where employees should be parking. There is a map that is distributed when the CBD parking permits as to where they should and should not be parking. Rick suggested a visual correlation and map out where the parking decks are located based on your employment. Tom suggested the 2-hour parking limit be enforced. It is not the intent to manage the parking that is with DNA, but the inventory and what is needed for employees and customers.

Rick suggested hiring a consultant or creating a seminar and talking to a few brokers. Look at a list of retailers in Schaumburg, Oak, Brook, Geneva Commons, for example, and see what we don't have in the area and what brokers should be looking for.

Recap:

-Steve to send out Doodle with some dates for a nighttime walk about.

-talk more about the mix and parking

-Pulling together the documents to form a report that can be used to support the conversation going forward and to support the Downtown 2030 plan.

-Tom suggested that we get the bylaws and guidelines done that govern the way we run the committee.

Next Meeting is July 10, 2023

Tom made the motion to adjourn, Katie seconded, meeting adjourned at 4:58pm.

Meeting Adjourned 5:04pm