

VILLAGE OF FRANKFORT  
DOWNTOWN RETAIL GRANT REVIEW COMMITTEE MINUTES  
July 14, 2010

CALL TO ORDER

Chair Charlie Kaminski called the Downtown Retail Grant Review Committee to order at 8:10 p.m. on Wednesday, July 14, 2010, at the Village Administration Building, 432 W. Nebraska Street, Frankfort IL.

ROLL CALL

Present for roll call were Mayor Jim Holland, Trustee Mike Stevens, Trustee Cindy Heath, Village Administrator Jerry Ducay, Director of Community Development Jeff Cook, Secretary Zach Brown and members Charlie Kaminski, Ken Hawke, Paula Dejmek Woods. Members Chris Rosolowski and Paul Slade were absent. Audience members included residents Deborah Hardwick and Cindy Vassell.

APPROVAL OF MINUTES (June 1, 2010)

Member Kaminski made a motion (#1), seconded by Member Hawke, to approve the minutes of June 1, 2010, as presented. The motion was unanimously approved.

Members briefly discussed the revised minutes format expressing a preference for their increased level of detail.

Grant Program - Discussion

Secretary Brown briefly introduced the proposed changes, noting that the intention of the revisions is to clarify the issue of eligibility and streamline the review and approval process.

Member Hawke expressed his opinion that the program should be open to more businesses and suggested that potential applicants not be restricted to new retail businesses and expanding businesses within the H1 zoning district as proposed. Mayor Holland and several committee members expressed concern for using tax dollars to lure existing Frankfort retail business away from shopping centers outside the Historic District.

Mr. Hawke noted his concern that encouraging existing businesses to expand may drive out smaller businesses and stated his preference for numerous smaller shops as opposed to several larger. Committee members noted a lack of large spaces for lease in the downtown area and acknowledged that free market enterprise would determine the retail makeup of the downtown.

Committee members suggested that an additional program be created to assist existing businesses within the Historic District that are not relocating or expanding. Mayor Holland

recommended the Downtown Frankfort Partnership discuss the needs of Historic District merchants and suggest a program for the Village to consider.

Members discussed modifications to the sign ordinance to provide increased sign size and visibility within the downtown and suggested the use of A-frame signage.

Committee members discussed the proposed changes and expressed support for the streamlined process. Members agreed that they would attempt to review and make recommendations to the Village Board in one meeting and that a second meeting would only be scheduled if necessary.

Member Kaminski noted that the word "hearing" needed to be deleted from section 2, part E of the ordinance.

Mayor Holland asked for comments from the audience. Cindy Vassell from the Pickwick Tea Room was present and noted that she would be relocating and expanding her business and questioned if she would qualify for grant assistance under the revised program. Mayor Holland encouraged Mrs. Vassell to submit an application for review as soon as possible.

Deborah Hardwick noted that she was supportive of the program, however, noted that more should be done to help existing businesses.

Member Kaminski made a motion (#2) seconded by member Woods to recommend the Village Board approve the modifications to Ordinance #2605 and the Downtown Retail Grant Program Guide as presented. The motion was unanimously approved.

#### OTHER BUSINESS

Committee members discussed the deteriorating state of several buildings within the downtown and questioned what action the Village could take to ensure their preservation.

Mayor Holland noted that demolition of the creamery building located along Route 30 west of Windy Hill Drive would be occurring soon, citing safety hazards.

Members discussed the reoccurring issue of bicyclists jumping the stairs along Kansas Street, expressing concern for pedestrian safety.

#### ADJOURNMENT

Member Kaminski made a motion (#3), seconded by member Woods, to adjourn the Downtown Retail Grant Review Committee meeting of July 14, 2010 at 9:10 p.m. The motion was approved by all present.

Respectfully Submitted by:                      Zachary Brown, DRGRC Secretary