

**City Of Rolling Meadows  
Economic Development Committee Minutes**

**Tuesday, March 6, 2018**

**Members Present:**

Glenn Adams  
Lena Allegra  
Dave McNaney  
John D'Astice  
Laura Majikes

**Absent:**

Paul Anderson  
Bill Giambrone  
Phil Spiewak  
John Sokolowski

**Others Present:**

Barry Krumstok, City Manager  
Melissa Gallagher, Finance Director  
Lori Ciezak, Assistant to the City Manager  
Martha Corner, Business Advocate  
Deb Austerlade, Administrative Assistant  
Linda Ballantine, Chamber of Commerce

**Call to Order**

Having established a quorum, Chairman Adams called the meeting to order at 6:05 p.m.

**Approval of Minutes**

Chairman Adams requested a motion to approve the minutes of the February 6, 2018, meeting. A motion was made by Member Allegra, seconded by Member McNaney, and with no additional discussion the minutes were unanimously approved by the membership.

**New Business List-January 2018 Feedback**

Member McNaney reported that he spoke with Jacqueline Less of Marc Realty who stated she is pleased with the City. Kurt Jacobsen of Unbreakable Ink told him that he would also be interested in participating in the Showcase. He has not yet received a response to his calls from EPAY.

Member Allegra reported that she spoke with Sheri Zielinski of MW Recyclers who expressed an interest in the Showcase. Mary Ann Divita of SCS & Associates is also interested in the Showcase. She has not yet received a response to her calls from Architecnix.

Mr. Krumstok received an e-mail message from Member Sokolowski, who was not in attendance, who reported that he left messages for Ryan Meyers of Label Graphics and Reva of Stewart Title Company but has not yet received a return call from either.

Ms. Corner reported that two of the postcards that were sent to new businesses last month have been returned. After investigating further, Ms. Corner discovered that neither business has moved into their business location; she is currently attempting to get updated contact information at which to reach these businesses in the interim.

### **February 2018 New Business List**

The following Committee members volunteered to contact the businesses on the February 2018 New Business List:

Member McNaney: Firedancer Coffee Consultants and BRB Service Partners LLC dba Espresso Partners  
Member Majikes: Shitcho USA dba Coquelicot Gallery & Café

Ms. Corner stated she has visited Coquelicot Gallery & Café. This “high-end” coffee shop is in a beautiful tenant space and the art that is on display is for sales.

### **Full Service Restaurant Incentive Discussion**

Mr. Krumstok presented an updated version of the incentive which incorporates the changes the Economic Development Committee members requested at the February 2018 meeting: On the application, the heading “Required Attachments to this Application” was revised to “Suggested Attachments to this Application”, and the number of years for sales projections has been reduced to two years.

Members agreed that the changes are acceptable and the Full Service Restaurant Incentive is ready to be presented to the City Council at a Committee of the Whole meet. Member McNaney made a motion to approve the Full Service Restaurant Incentive as presented tonight with the recommendation that it be forwarded to the City Council for additional review. The motion was seconded by Member Allegra. With no additional discussion the motion was unanimously approved by the membership.

### **Business & Community Showcase Update 4/14**

Ms. Corner provided the following update on the Business and Community Showcase scheduled for Saturday, April 28, 2018. The venue, Rolling Meadows High School, has been confirmed, and Ms. Corner is in the process of planning the space for a minimum of 50 tables. At this time, the exact location of each table and company is yet to be determined. Invitations were mailed and evites were sent approximately two weeks ago, and commitments have been received from 17 businesses plus the Library, Chamber of Commerce, Fire Department and Police Department. A professional musician has been secured to provide background music at the event, and plans are underway for additional events that will occur during the Showcase.

Each attending business will pay a \$40 fee to hold their table. \$30 will be refunded after the event to those businesses that attended.

### **Business Advocate Highlights**

Ms. Corner attended the 2017 Business Recognition Ceremony at the City Council meeting held on Tuesday, February 27. Approximately 20 businesses attended, and certificates signed by Mayor Prejna were presented to each. Forty additional businesses, who were not able to send a representative to the Business Recognition Ceremony, will receive certificates by mail.

With respect to the updated Comprehensive Plan, according to Ms. Corner the formal Request for Proposal has been finalized, and RFPs have been mailed and/or e-mailed to 11 pre-qualified consulting firms. Information about the RFP for the Comprehensive Plan Update has also been posted on the City website as well as the website for the American Planning Association Illinois Chapter.

The second quarter Business Messenger newsletter is in the planning stages, and a meeting between City Staff and R & M Communications is scheduled for next week.

Mr. Krumstok advised that the City has completed a video to introduce prospective businesses and residents to our City. Ms. Ciezak will e-mail the link to Economic Development Committee members who are interested in receiving it. This video will be updated in 2019.

### **Items of Interest in the City**

Mr. Krumstok provided the following update:

The Dunkin Donuts that is planned for Algonquin Road has submitted for a permit, and the City is awaiting a response to its request for additional information. Additionally, Dunkin Donuts is required to obtain a permit from MWRD.

School Health has demolished the building that previously housed Charles Industries. Their plan is to be in the building by October 2018. A sign placed on Golf Road indicates 33,000 square feet is available for lease; and Mr. Krumstok clarified that School Health intends to use the 33,000 square feet of space for future growth and wants to lease out that space in the meantime.

The Mug on Golf Road has closed, and the demolition for Jersey Mike's, which will be moving into the same tenant space, has been completed. Jersey Mike's is in the process of finalizing their permit application submittal.

The City has received information that a restaurant has been in contact with Phillips Edison, owner of the Jewel strip mall, and would like to lease one of the tenant spaces. They wish to start by occupying 2,000 square feet and possibly expanding. The restaurant owner has an aggressive build-out schedule and would like to be open for Memorial Day 2018. The establishment would also like to obtain a liquor license.

Comet is planning to reopen on March 20.

Northwest Community Hospital is currently working on a project on Rohlwing Road. The demolition has been completed, however, they let their contractor go and are in the process of selecting a new one.

Northwest Community Hospital located at 3300 Kirchoff Road is considering building out the last portion of the building to useable space.

The video gaming proposal was heard at the City Council's Committee of the Whole meeting, and based on a straw vote that was taken at the meeting, the matter will be placed on the Agenda for a City Council Meeting for additional consideration. The matter may be delayed to April.

### **Chamber of Commerce Update**

Ms. Ballantine provided the following update on Chamber events:

The recent Lunch & Learn was well attended. Guests were treated to a presentation on how new tax laws will affect small businesses.

March 10 – The 17<sup>th</sup> Annual St. Patrick's Day Rotary Dinner & Auction. Contact Amy Charlesworth at the Rolling Meadows Park District if you are planning to attend.

There are several multi-chamber events planned including:

March 21– Harassment in the workplace. This event takes place at the Prairie Lakes Community Center in Des Plaines. Tickets are \$15, and the registration deadline is March 16.

May 8– Networking After Hours @ Rivers Casino from 5 to 7 p.m.

June 20 – Mid-Year Economic Breakfast Summit at Café la Cave in Des Plaines from 7:30 to 9:30 a.m.

### **Issues Not On the Agenda**

Member D' Astice inquired about the status of the City-owned parcels of land located at Kirchoff Road and Owl Drive as well as the parcel on Algonquin Road and asked if signage was going to be placed to advertise that these sites are for sale. Mr. Krumstok advised that the City attorney is still looking into some issues and indicated the matter would be up for discussion at the May Economic Development Committee meeting.

### **Public Comment**

Dale Engelking, Rolling Meadows resident, spoke regarding the following matters:

- With respect to the video gaming proposal and Full Service Restaurant Incentives, Mr. Engelking feels Rolling Meadows is “always seem to be behind other towns.” He feels video gaming should be promoted.
- The bank property on Algonquin road has a new lower prices. Mr. Krumstok stated it is now at \$2M--down from \$2.1M.
- With regard to the City-acquired property for a fire station at 3201 Algonquin, Mr. Engelking heard it will be large enough to store files that are now being stored at the Public Works building. He suggested that since the City already owns the property further down next to the bank (see the item above), we should build a storage facility on the parcel next to the bank. Mr. Krumstok advised that the plan is not feasible due to the size of the property.

- Mr. Engelking indicated he spoke with John regarding a traffic study. Mr. Krumstok stated that due to a snowstorm, the counter was removed and the traffic study was not performed. The consultant needs 3 consecutive days to accurately count the traffic, and Mr. Krumstok stated that the study will be done twice: once when Comet Frozen Custard is not open for business and again after it has opened for the season.
- Mr. Engelking feels that Martha [Corner] is doing a great job of promoting the City, and he feels we should have hired someone to promote the City 2 or 3 years ago.
- One final suggestion: Bring back Diamond Fest.

Mike Lynch, Rolling Meadows resident and member of the Planning Commission, also spoke at the meeting and looks forward to seeing the updated Comprehensive Plan. He encouraged the Economic Development Committee members to look at the current Comprehensive Plan and ask what information in it has facilitated or impeded our efforts.

### Adjournment

Chairman Adams requested a motion to adjourn the meeting which was made by Member McNaney, seconded by Member Majikes, and unanimously approved by the membership.

The meeting was adjourned at 6:50 p.m. The next scheduled meeting of the Economic Development Committee will take place April 3, 2018, but members were informed that this will probably be cancelled making the next meeting May 1, 2018.

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Respectfully submitted by Deb Austerlade.

Minutes approved on: May 2, 2018

Glenn A. Adams  
Chairman, Economic Development Committee, Glenn Adams