

**MINUTES
CITY OF DEKALB
ECONOMIC DEVELOPMENT COMMISSION
MARCH 1, 2019**

The Economic Development Commission (EDC) of the City of DeKalb, Illinois held a regular meeting on Friday, March 1, 2019 in the Executive Conference Room of the DeKalb Municipal Building, 200 South Fourth Street, DeKalb, Illinois.

The meeting was called to order at 8:32 a.m.

A. ROLL CALL

Roll was recorded by Executive Assistant Ruth Scott, and the following members of the Economic Development Commission were present: Chair Trixy O’Flaherty, Vernese Edghill-Walden, Jeff Richardson, and Sam Walt. Members Mohammed Labadi, Mark Sawyer and Council Liaison Patrick Fagan were absent.

Also present were: City Manager Bill Nicklas, Mayor Jerry Smith, Alderman Joyce Stupegia, DeKalb County Economic Development Corporation (DCEDC) Executive Director Paul Borek, and DeKalb Chamber of Commerce Executive Director Matt Duffy.

B. APPROVAL OF THE AGENDA

MOTION

Chair O’Flaherty moved to approve the agenda; seconded by Mr. Richardson.

VOTE

Motion carried by a majority voice vote.

C. APPROVAL OF MINUTES – JANUARY 4, 2019.

MOTION

Mr. Richardson moved to approve the minutes of January 4, 2019; seconded by Ms. Edghill-Walden.

VOTE

Motion carried by a majority voice vote.

D. PUBLIC PARTICIPATION

Mayor Smith introduced Alderman Stupegia. He also spoke about changes within the City and how it interfaces with boards, commissions and committees, noting that

City Manager Nicklas will now be the liaison for the EDC. Mayor Smith also spoke of a recent DCEDC event he attended, which provided information about economic development within DeKalb County.

Alderman Stupegia asked for status on the Pappas/Franklin Street project. City Manager Nicklas stated that Mr. Pappas would be selling the property to Safe Passage.

Discussion ensued, with brief conversation regarding the Egyptian Theatre project.

E. NEW BUSINESS

City Manager Nicklas asked that each member of the EDC provide their top three to five issues regarding economic development in DeKalb at the next meeting for discussion. He noted that Council is serious about having a strategic retreat in June or July and the EDC's input would be a big part of it.

Discussion ensued. EDC members stated they would email City Manager Nicklas with suggestions.

F. OLD BUSINESS

1. Discussion on City Business Retention Strategies

Mr. Borek noted the focus of the DCEDC and stated that the EDC had previously discussed supporting small commercial and retail businesses in DeKalb. He also shared a "main street" model that includes a pre-visit survey, an onsite visit survey, and a follow-up survey. Paul continued, stating a report is produced based on the data collected.

Mr. Duffy stated that the Chamber is looking into a system for gathering information, much like the DCEDC.

Discussion ensued.

2. Chair O'Flaherty asked if the EDC should continue holding monthly meetings or move to meeting quarterly. City Manager Nicklas stated he'd go along with whatever the EDC decides.

Discussion ensued.

3. It was noted that there are two vacancies on the EDC, one being that of Mohammed Labadi who has stated he would be resigning. (Note: A letter of resignation has yet to be received by Mr. Labadi.) Mayor Smith asked for suggestions from the EDC in order to fill the vacancies.

Discussion ensued regarding residency requirements for EDC members.

4. There was brief discussion regarding a \$20,000 grant the EDC received in December of 2018 for funding marketing, specifically to be used for marketing the transit system, with \$7,000 already going towards the Center for Governmental Studies; \$13,000 remains. It was noted that Melanie Magara of Northern Illinois University was the lead for the program. Ms. Edghill-Walden stated they would reach out to Ms. Magara.

Discussion ensued about the importance of ensuring this project continues to move forward.

G. ADJOURNMENT

MOTION

Mr. Richardson moved to adjourn the meeting; seconded by Ms. Edghill-Walden.

VOTE

Motion carried on a majority voice vote. Chair O'Flaherty declared the motion passed and adjourned the meeting at 9:28 a.m.

RUTH A. SCOTT, Executive Assistant

Approved by the Economic Development Commission: April 5, 2019.