



# VILLAGE OF RIVER FOREST MEETING OF THE ECONOMIC DEVELOPMENT COMMISSION

Wednesday, September 4<sup>th</sup>, 2024 – 6:00 PM

Village Hall – 1<sup>st</sup> Floor Community Room, 400 Park Ave., River Forest, IL

## AGENDA

Join Zoom Meeting:

<https://us02web.zoom.us/j/88265040864>

Meeting ID: 882 6504 0864

Public comments and any responses will be shared with the Commission. You may submit your public comments via email in advance of the meeting to: Jessica Spencer at [jspencer@vrf.us](mailto:jspencer@vrf.us).

1. Call to Order/Roll Call
2. Public Comment
3. Approval of Minutes – July 10, 2024
4. Discussion Regarding TIF Small Business Incentive Programs
5. Continued Discussion Regarding Business Community Retention/Support Strategies and Communication
6. North Ave/Madison St/Lake & Lathrop Update
7. Other Business
8. Adjournment

**MINUTES OF THE SPECIAL MEETING OF THE  
VILLAGE OF RIVER FOREST  
ECONOMIC DEVELOPMENT COMMISSION**

July 10, 2024

A special meeting of the Village of River Forest Economic Development Commission was held on Wednesday, July 10, 2024, at 6:00 p.m. in the 1st Floor Community Room of Village Hall, 400 Park Avenue, River Forest, Illinois.

**1. CALL TO ORDER/ROLL CALL**

Chairman Brown called the meeting to order at 6:04 p.m. Meeting started by calling roll. Upon roll call, the following persons were:

Present: Chairman Cuyler Brown, Commissioners Carr Preston, and Tim Brangle. Commissioners Walter Wahlfeldt arrived at 6:14pm and Katie Lowes arrived at 6:24pm.

Absent: Commissioners Bob Graham and Raj Chiplunkar.

Also Present: Assistant Village Administrator Jessica Spencer, Deputy Clerk Luke Masella, and Executive Director Darien Marion-Burton.

There was no quorum at the start of the meeting.

**2. PUBLIC COMMENT**

None.

**3. CONTINUED DISCUSSION REGARDING BUSINESS COMMUNITY RETENTION/  
SUPPORT STRATEGIES AND COMMUNICATION**

Chairman Brown discussed how to support the local businesses on Lake Street, specifically Veteran-run businesses, at the Memorial Day Parade next year. Director Marion-Burton discussed how this might work at a future event. Assistant Administrator Spencer said she will reach out to the Park District to discuss participation.

Commissioner Wahlfeldt arrived at 6:14pm, thus forming a quorum.

**4. APPROVAL OF MINUTES – MAY 1, 2024**

A **MOTION** was made by Chairman Brown and **SECONDED** by Commissioner Wahlfeldt to approve the minutes of the May 1st meeting.

**MOTION PASSED** by unanimous voice vote.

## **5. DISCUSSION REGARDING REQUEST FOR PROPOSALS (RFP) FOR BROKER SERVICES**

Chairman Brown stated that 5 proposals were received, and 3 were selected as finalists to move forward. Commissioners Brangle and Lowes, as well as Assistant Administrator Spencer reviewed them. Commissioner Brangle provided some feedback about the review process.

Chairman Brown stated that there has been careful consideration of Commissioner Wahlfeldt's potential for conflict on this topic, and he was asked to leave the table. Commissioner Wahlfeldt took a seat in the back of the room. Assistant Administrator Spencer explained the potential next steps in the selection process for Broker Services. She explained there would be presentations by the 3 finalists to 2 members of this committee prior to a recommendation by the subcommittee to the EDC as a whole. Chairman Brown wants to be on the subcommittee. Commissioner Tim Brangle would be the second person.

Discussion ensued regarding this committee's interest and preferred skills in the broker's ability to represent the Village's vacant properties. Assistant Administrator Spencer clarified the broker process would go from this committee to the Village Board for a final decision.

Chairman Brown received a question from the audience, asking what "four (4) Village properties" were under discussion. Chairman Brown responded that the discussion was referencing the three Madison Street properties and the parcel at Lake and Park, across from Village Hall. Discussion ensued about scheduling of the meetings and the presentation to the Village Board.

Chairman Brown invited Commissioner Wahlfeldt back to the discussion.

## **6. NORTH AVE/MADISON ST/LAKE & LATHROP UPDATE**

Assistant Administrator Spencer provided a brief update on the Lake and Lathrop property:

In late June, the judge overseeing the foreclosure case between Wintrust Bank and Lake Lathrop Partners announced the case would be assigned to a new judge in the Cook County Chancery Division. As of today, the case has not been assigned a new judge. The court-appointed receiver recently filed this report ([link](#)) detailing the actions of the receiver and the costs expended since September 2023. Wintrust Bank continues to be responsible for the costs associated with the lawsuit and maintenance of the site.

Chairman Brown asked further questions about the receivership. Chairman Brown suggested that the Village do something with the property while development discussions are ongoing. Discussion ensued about the potential options for development at the site.

**A MOTION** was made by Commissioner Wahlfeldt and **SECONDED** by Chairman Brown to ask the Village Administrator reach out to the receiver to make enhancements to the site while future development is discussed. Voice vote, all in favor.

**7. OTHER BUSINESS**

Assistant Administrator Spencer announced that Hub Kitchen will be opening soon. Discussion took place including reference that a J. Crew Outlet might be moving into the Town Center soon. Assistant Administrator Spencer also discussed the plans for utilizing the annual fire inspections at businesses around the Village to help track vacant spaces, and a new business welcome letter.

Executive Director Marion-Burton updated this Commission that the Chamber is reinstating the Business Spotlight Awards and is accepting nominations now. The deadline to nominate a business is July 19<sup>th</sup>. They also stated that the Chamber is finalizing a new strategic plan, focused more on community development, which should be available in October.

**8. ADJOURNMENT**

A **MOTION** was made by Commissioner Preston and **SECONDED** by Commissioner Brangle to adjourn the July 10, 2024, meeting of the Economic Development Commission at 7:18 p.m.

MOTION PASSED by unanimous vote.

Respectfully Submitted:

\_\_\_\_\_  
Jessica Spencer, Assistant Village Administrator

Date: \_\_\_\_\_

\_\_\_\_\_  
Cuyler Brown, Chairman Economic Development Commission