

**MINUTES OF THE ECONOMIC DEVELOPMENT COMMISSION**  
**April 20, 2022**

The meeting of the Libertyville Economic Development Commission was called to order at 7:34 a.m. at the Libertyville Village Hall, 118 W Cook Avenue, Libertyville, Illinois.

Members Present: Chairman John Cortesi and Commissioners Dmitry Dukhan, Thomas Kreuser, Steve Martin, Sara Rolsma (excused at 8:05 a.m.), and Edward Werdell.

Members Absent: Commissioners Brian Grano and Dan Marks.

Staff Present: Ashley Engelman, Deputy Village Administrator; John Spoden, Director of Community Development; and Heather Rowe, Economic Development Manager.

Others Present: Mayor Donna Johnson; Trustee James Connell; Mark Anderson, Main Street Libertyville; and resident Andrew Herrmann.

**Minutes:** The Commission approved the minutes of the February and March meeting (Motion-Martin/Second-Kreuser).

**Business Listening Session Program**

The Chairman referenced the Listening Session report in the Commission packet and thanked staff and commissioners for their contribution to the program. The Commission was pleased with the session feedback and confirmed interested in offering future sessions. They noted several observations from the report and suggestions for future sessions, including:

- A general sense of business fatigue. The last couple years have been difficult, and some owners are exhausted.
- Businesses don't seem to have a plan for the next 10-12 months. It may be helpful for them to consider a post-COVID business plan. SBDC could help with this.
- Additional effort can be made to recruit participants in other business corridors, including Peterson Rd.
- Local banks can help promote future sessions to their commercial customers. It may also be helpful to provide a list of the commercial banking staff at local banks on the Village website.
- It was clear in the report that downtown businesses wanted events back to draw customers.
- Wage pressures are impactful on businesses.
- Increased customer use of online shopping is not going away; there could be additional opportunities to educate businesses on enhancement and marketing of such tools.
- There are a lot of positives that came out of the sessions.
- Businesses are interested in the resources and information the Village shares, and there is a need to keep this information in front of them in several formats.

**Workforce Housing**

Ms. Rowe noted that several commissions of the Village have been working to develop a draft attainable housing ordinance. It has been suggested that the Economic Development Commission may be interested in making a statement on the need for workforce housing in the community, as attainable housing may be impactful on this housing supply. Deputy Village Administrator, Ashley Engelman, presented an overview of the draft ordinance and the process that led to its drafting. She addressed steps in the consideration process which include the recent Human Relations Commission recommendation, the public hearing before the Plan Commission, the Plan Commission recommendation to the Village Board, and then Village Board consideration. The Commission and staff reviewed:

## Minutes of the April 20, 2022, Economic Development Commission Meeting

### Page 2 of 2

- Situations in which fee-in-lieu vs onsite units would be applied per the draft.
- Potential use of density bonuses and fee waivers to encourage incorporation of units, and to offset developer expenses.
- The possibility for Community Partners for Affordable Care Housing (CPAH) to assist developers in managing on-site units.
- The Commission inquired how the proposed ordinance compares to that in other close communities currently requiring affordable housing.
- The Commission suggested that sites be identified and promoted by staff that can accommodate such units (Trimm, etc).
- It was suggested that the materials explaining the program be put in a simple marketable format for developer reference.
- Mayor Johnson noted that consideration needs to be made on how the draft ordinance would impact potential development interest at key Village sites.
- The Commission requested data showing program success in other communities. They also expressed interest in meeting with Rob Anthony of CPAH to learn more of his experience in implementing such programs and also housing developers such as the builder of Albany (Highland Park) to learn how the proposed ordinance might be integrated into their housing development programs.

The Chairman referenced the staff provided sample statement on workforce housing should the Commission be interested in forwarding one on to the Plan Commission and Board. The Commission noted they would like to discuss the subject further at an upcoming meeting prior to considering making such statement or refinements thereto.

### Other

Chairman Cortesi acknowledged Commissioner Sara Rolsma and noted her recent resignation from the Commission due to her work obligations. He and the Commission thanked Ms. Rolsma for her contributions and time dedication. Mayor Johnson requested an exit interview with Commissioner Rolsma when time permits.

The Commission noted they have enjoyed the education about local business service providers, such as Lake County Workforce, and indicated interest in having an SBA or SBDC representative come to a future meeting.

Mr. Anderson noted that Main Street's "Let's Vino in the Ville" event is planned for April 30<sup>th</sup> to replace the Let's Wine About Winter program (skipped during the earlier COVID surge). Chef's Fest has been a positive event for Main Street and they are determining how to bring back the fundraiser. Car Fun, Farmers Market, Lunch in the Park and First Friday will all return this Spring. They have lowered the Out to Lunch participation cost to try to attract additional food providers, as several prior participants are stretched too thin with staffing to attend.

Mr. Spoden and Ms. Rowe updated the Commission on the proposed outdoor dining policy and proposed development activity, including the Midwest Industrial project, Liberty Crossing residences, CPAH's senior housing on Peterson, Baxter Credit Union opening, and several applications for restaurants.

With no further business, the meeting was adjourned at 9:02 AM. (Motion – Kreuser/Second - Dukhan).

Respectfully submitted,

Heather J. Rowe, AICP, MLAI  
Economic Development Manager