



## **NOTICE AND AGENDA**

**NOTICE IS HEREBY GIVEN  
THAT A SPECIAL ECONOMIC DEVELOPMENT COMMISSION MEETING**

**WILL BE HELD ON**

**October 9, 2024**

**6:00 PM**

**Location: Village Hall located at 100 Parkers Mill, Oswego Illinois**

---

**A. CALL TO ORDER AND ROLL CALL**

**B. APPROVAL OF MINUTES**

B.1 Approval of the August 7, 2024 Economic Development Commission Meeting Minutes

[DRAFT EDC Meeting Minutes - August 2024.pdf](#)

**C. NEW BUSINESS**

C.1 Financial Incentive Request(s)

C.2 Proposed 2025 Meeting Dates

[EDC 2025 Proposed Meeting Dates.pdf](#)

**D. OLD BUSINESS**

D.1 Gateway Signage

D.2 Business of the Month Nominations

D.3 BR&E Survey Subcommittee

D.4 Call for Future Agenda Items

**E. REPORTS**

E.1 Economic Development Director

E.2 EDC Members

**F. PUBLIC FORUM**

**G. ADJOURNMENT**

Posted:

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

Time: \_\_\_\_\_

Place: \_\_\_\_\_

Initials: \_\_\_\_\_

Tina Touchette  
Village Clerk

Economic Development Commission

August 7, 2024

Attendees: Ken Holmstrom, Rachelle Koenig, Laura Witt, Bill, Andy Clements, Raphael, Dave Behrens (absent) Kelly Kennedy, Terry Anderson (absent) Angie and Kevin

Also attending: Karen Novy, Jennifer Jones Sinnott

Call to Order – Ken called the meeting to order 6 pm We have a quorum

Motion was made by Bill and 2<sup>nd</sup> by Kelly to appoint Ken Holmstrom as chairman for the evening. Motion carried.

Minutes – Kelly motioned, Bill 2<sup>nd</sup>. Motion carried.

Business Concierge Program Presentation – There was going to have a presentation by Chris Dall but he has left the village. The program will stay but the program is being revamped. This will be continued to another meeting. Rod Zenner is acting in this position for now. Bill said this is a good program and we need to keep this going.

Financial Incentive Requests – none for this meeting although there are a couple in the fire.

Business retention & expansion survey – Kevin passed out 3 different surveys that have been used in the past. 2022 they surveyed Chamber members – only had 2 survey responses.

2<sup>nd</sup> one – Todd Volker EDC Kendall County

3<sup>rd</sup> one – haven't used too much. Kevin used mostly in Schaumburg. This is available to municipalities in the state of IL. Very comprehensive. Useful to determine questions for specific businesses – very

Bill asked is these are used for new or current businesses. Kevin said current businesses. Survey comes to Kevin to help him make policy recommendations or others to the village board. All confidential. Rachael said typically when she does a survey she starts with the goal and then backs into the questions. Thinks there are great questions and we need to figure out what we are trying to measure and then back our way into the questions. Do we want to ask leading questions or straight forward questions? Kevin's approach is to interview rather than send and have them fill it out. He is looking for qualitative data as opposed to quantitative data. Andy said a survey could be good for business type (tweak for manufacturing, service, retail etc.). Committee is interested in setting a task force to help put together a survey. Who will volunteer? Kelly, Angie, Rachelle is interested. Kevin will come up with a guideline and some action points for the next meeting. Shoot for 2025 put out. Rachelle asked him to identify the goals and specifics we want to get out of the survey. Kelly said we need to be concise as possible as people don't have a lot of time. Kelly will lead subcommittee.

Gateway signage discussion – research is ongoing. Working with public works and sign contractors for quotes on different types of signage. 2013 was last time signage was quoted. Historical preservation recently approved 24 x 30 in signs for downtown designating the downtown area as Historical. Main & Jackson & Washington/Main. Looking to put up a larger sign for historic sign – Bronze. Historical preservation commission initiative.

Business of the Month Nominations – Tripp Insurance (setting up a meeting for this) Scott Eye Care Sept Keith's Car Care October. We have nominations through the end of the year. Bill asks if Kevin could send out a calendar reminder for these nights. 20<sup>th</sup> of August. 7pm Rachelle suggested he just send out one email with all the dates we are doing these. Jen suggested that we walk them around the dais and have them shake hands with the board after the presentation.

Call for future agenda items: Is there anything we want to have added to the agenda? Bill asked if Kevin could let him know if someone he sends to him actually reach out. Angie suggested sending an email to Kevin and the businesses as an introduction. Rachelle agreed the email because it is real and it helps us to prepare for the reach out. It is more serious and makes them qualify to see if they are real or just kicking tires.

Rachelle asked what else can we do to support EDC and help you reach your goals? Business retention is key so the survey will go a long way. Bringing 1 or 2 commissioners with him to retention visits. Being at chamber events if you hear something let Kevin know as he doesn't hear anything. In 2025 he wants to do more events – franchise fair, real estate broker open house/familiarization visit with the village. Kelly asked if there have been BRE meetings. Kevin said they identify targets at the beginning of the year – it is hard to get ahold of and they don't always have time; some other ones he handled on his own due to confidentiality issues. As we get into fall and winter – things wind down and Kevin will have more time to do more visits. Jennifer shared that she connected with a franchise matchmaker and he is actively looking for franchisees and she will share that information with Kevin. She also said that today – she had a great conversation with Harry – the postmaster. He does things with businesses – outreach program for businesses. Rachelle asked if we considered a business incubator? Could EDC do more in the booth at the Expo? Kevin said good idea. Rachelle said if we create a task force she is interested in this.

Raphael was CFO for the Chicago tech park. Said it would be good thing to partner with a local university to help folks get the skills they need. Raphael will help. He asked about do we have an entity that is responsible for tourism.

Kevin responded ACVB is our tourism. They represent 10 communities. Kelly's husband was involved in a business incubator. How do we build on our robotics program to help our students? Rachelle said the more that we generate new business the more the conversation that Oswego is an innovative community.

EDC Director report – Nash Vegas is now open. They should be serving food this weekend. Live music. etc. & Angie met with them on opening day. Haven't joined chamber yet. Valvoline & Starbucks on Orchard moving along Dunkin Donuts should be on 8/20 village board meeting.

Plainfield/71/Washington – this will be drive thru only at this location. 800 square feet. New retailer going into Famous Footwear old space – Japanese retailer. Working on buildout. Targeting January 2025 Diaso. Oswego Grand – approved 656 unit subdivision route 30 and wolf crossing – some commercial and a mix of residential units. Concept plan coming to 8/20 meeting (southwest corner). Kelly mentioned people are concerned about traffic, etc. on wolf rd. Raphael mentioned he has a meeting with Dan & Jennifer with concerns about kids crossing on Wolf. Jen mentioned this is concept (vision). This is project based on the size of it that it will take 10 years to get fully built. The developers are contributing to the infrastructure to help make things happen. If someone has questions, Jennifer

noted she is available to talk. Karen N said she is also. People can also come to Village board meetings. Kelly asked if there are events that should be first for EDC? Open house for ED projects? To ask questions about specific projects and we as commissions could help with this.

Shaw local Megladome – indoor golf course (9 holes with practice screen etc). 270,000 square feet each (4 domes) with 800 square foot clubhouse. Going south of 30 and wolf. Across from Arranmore. Concept plan. Homegoods still need to get amendment approval – waiting on financials. Still ironing things out! Andy ask if there has been discussion/thoughts about some of the businesses that are not being maintained (old carwash, abandoned kindercare). Kevin said we actively use incentives to try to get these spaces rented. Kindercare has a new owner who is looking to fixed up and a daycare moved in. Kevin reaches out to brokers and talk about respective tenants, who and what type of tenants they want to bring in. Tells them about financial incentives etc.

Rachelle asked about The Dairy Barn. Craveworthy brands is making rent payments again but have not submitted any plans for the interior. There was discussion about commissioners contacting them. It was decided not at this time.

Public forum – no one was there for public forum.

Bill motioned to adjourn. Laura second. All in favor. Meeting adjourned at 7:46

Respectfully submitted  
Angie Hite

---

**Economic Development Commission 2025 Proposed Meeting Dates**

**February 5, 2025**

**April 2, 2025**

**June 4, 2025**

**August 6, 2025**

**October 1, 2025**

**December 3, 2025**