

**CITY OF GENOA**

**Economic Development Commission**

Meeting Date – January 4, 2018

9:00 A.M.

Municipal Center Council Chambers

**AGENDA**

**This meeting has been cancelled.**

**City of Genoa  
Economic Development Commission**

**Regular Meeting**

**Meeting Date: February 1, 2018**

**9:00 AM**

**Municipal Center**

**Council Chambers**

**This meeting has been cancelled.**

**City of Genoa**  
**Economic Development Commission**

**Regular Meeting**

**Meeting Date: February 13, 2018**

**9:00 AM**

**Municipal Center**

**Council Chambers**

**Agenda**

- 1) Call to Order and Roll Call
- 2) **Old Business:**
- 3) **New Business:**
  - a) Approval of Minutes from December 7, 2017 meeting
  - b) Updates on local new businesses and other developments

Adjournment.

# CITY OF GENOA

## ECONOMIC DEVELOPMENT COMMISSION

### *MINUTES*

February 13, 2018 Meeting

Carolyn Tobinson called the regular meeting of the City of Genoa Economic Development Commission to order at 9:05 AM.

On roll call, members Carolyn Tobinson, Phil Harris, John Shipley, and Krissy Johnson were present; Brent O'Daniell, Superintendent of the Genoa-Kingston School District, Alyssa Seguss, City of Genoa and Bill Ganek, City of Genoa, were also present. Kim Egger joined the meeting at 9:07 AM.

Mr. Harris moved and Ms. Johnson seconded to approve the minutes of the December 7, 2017 regular meeting. Upon voice vote, all members present voted aye.

There being no old business, Mr. Ganek informed the Commission about various ongoing projects. He explained Custom Aluminum plans to build a 34,000 square foot addition to their existing facility, amounting to a \$5 million dollar project and creating 25 jobs. He also reported that the City has been discussing with various businesses and developers who may be interested in projects in the TIF District. The last eligibility report for the TIF was concluded in 2015 and will therefore need to be updated. Mr. Ganek stressed the importance of finding a developer who is ready to commit to a project prior to beginning the TIF, otherwise valuable increment funds may be wasted due to the time limit of the district. Mr. Ganek explained that this process can take months, however, he will keep the Commission informed on the steps that the City is taking in the TIF process.

Mr. Ganek also explained that the developer of the proposed Dunkin' Donuts that was announced at the end of the last year is working with IDOT, which can sometimes be a lengthy process that is unfortunately out of the City's control. Ms. Egger asked if the Dunkin' Donuts will be building a new building. Mr. Ganek explained that a new 2 tennant commercial building has been proposed. Carolyn Tobinson indicated that the location is where a meat market was once proposed.

Chair Tobinson asked Mr. O'Daniell for an update on any ongoing School District projects. Mr. O'Daniell indicated that the School Board will have their Committee of the Whole meeting this evening and discuss an Agreement for the construction of a DeKalb County Communications Tower on School District property, at which action will be taken at the next School Board meeting. He also mentioned that the Board will discuss adding additional Staff, something that the District hasn't had an opportunity to do in many years, however, it may be made possible by funding from the State.

Chair Tobinson asked Krissy Johnson to inform the Commission on any ongoing events with the Chamber of Commerce. Ms. Johnson stated that the Genoa Area Chamber of Commerce's Home and Business expo will take place on March 3, 2018 and will include a business to business hour and the Taste of Genoa at the event. Ms. Johnson also noted that the Chamber of Commerce's Annual Dinner will take place on February 21<sup>st</sup>.

Chair Tobinon gave Ms. Egger the opportunity to introduce herself to Mr. Ganek since she arrived after the start of the meeting.

Mr. Harris inquired about the status of the Riverbend subdivision. Mr. Ganek explained that it is in litigation, however, an individual is currently working with the bank to acquire the property. There was some discussion about properties in Riverbend that were to be deeded to the City as part of the Annexation Agreement, and Mr. Ganek explained that he was aware of them. There was further inquiry about the Letter of Credit. Mr. Shipley asked if reducing the Letter of Credit to take advantage of the development opportunity would be possible and Mr. Ganek explained this will all become part of the negotiations.

The Commission indicated that they would like to be provided with information regarding the Enterprise Zone.

Chair Tobinon asked for clarification regarding the TIF and whether or not the City would have to start over entirely. Mr. Ganek explained that the City will need to revisit the eligibility report as some information may now be outdated.

Mr. Ganek also noted that the City is currently working on the 2018-2019 Fiscal Year budget and the City may experience a loss in revenues according to current projections.

Mr. Shipley asked how the Commission can continue to encourage economic development in the community. Mr. Ganek explained that it would be helpful for the commission members to share their contacts, suggestions and ideas to aid the City in economic development.

There was discussion about the possibility of creating a separate entity to support Economic Development opportunities, as Mr. Harris noted the advantages of being separate from the City including fundraising abilities, recruiting and private discussions. The Commission members discussed the advantages noted above, as well as the some possible disadvantages such as creating an additional step for a business before reaching the City, as well as the difficulty a separate economic development entity may have informing prospective businesses of ongoing economic incentives as they often change.

The Commission decided to move future meetings to 8:30 AM. It was announced that the next EDC meeting would take place on March 13, 2018 at 8:30 AM.

There being no further business for discussion, Mr. Harris motioned to adjourn the meeting at 9:55, seconded by Ms. Egger. Upon voice vote, all members present voted aye.

**City of Genoa**  
**Economic Development Commission**

**Regular Meeting**

**Meeting Date: March 13, 2018**

**8:30 AM**

**Municipal Center**

**Council Chambers**

**Agenda**

- 1) Call to Order and Roll Call
- 2) **Old Business:**
- 3) **New Business:**
  - a) Approval of Minutes from February 13, 2018 meeting
  - b) Updates on local new businesses and other developments

Adjournment.

# CITY OF GENOA

## ECONOMIC DEVELOPMENT COMMISSION

### *MINUTES*

March 13, 2018 Meeting

Carolyn Tobinon called the regular meeting of the City of Genoa Economic Development Commission to order at 9:12 AM.

On roll call, members Carolyn Tobinon, Phil Harris, and Kim Egger were present; Paul Borek, Chair of the DeKalb County Economic Development Corporation; Alyssa Seguss, City of Genoa and Bill Ganek, City of Genoa, were also present.

Ms. Egger moved and Mr. Harris seconded to approve the minutes of the February 13, 2018 regular meeting. Upon voice vote, all members present voted aye.

There being no old business, Mr. Ganek informed the Commission about various ongoing projects. Mr. Ganek provided the Commission with an update on the status of the City establishing a tax increment financing district (TIF). He explained that while the City has begun steps to establish a TIF, the City is still in search of a developer to do a project that will create the first significant increment for the TIF district.

Mr. Harris announced that the commercial property at the intersection of Route 23 and Route 72 is for sale.

Mr. Ganek announced that Custom Aluminum was approved to receive the benefits of the Enterprise zone. Mr. Ganek explained that Custom Aluminum will be building a 34,000 square foot addition. Custom Aluminum has already come in for permitting for the expansion. Mr. Ganek also announced that the restaurant on Route 72 east of Madison Street is being leased and renovated. The owners plan to serve breakfast, lunch, and dinner.

Mr. Ganek also stated that Staff has been working on the budget for Fiscal Year 2018/2019. Mr. Ganek explained that the general fund is balanced, however, there is been a very small growth in revenue. Moving forward, the City will need to be more conservative funding for special events, and more aggressive in economic development to increase revenues. Staff has developed a 5 year Capital Improvement Plan (CIP) which outlines \$11 million in expenditures between streets needing repair and an expansion to the Waste Water Treatment Plant. The City has begun a CIP to begin to look at additional revenue sources and funding for these large projects.

Mr. Ganek updated the Economic Development Commission regarding DeKalb County's Communication Tower project and their need to come to the City's Plan Commission for a Special Use permit. Mr. Ganek stated that there was a large turnout for the Public Hearing on the item due to some residents having concern about health issues the potential radiation the tower could emit. The Special Use permit, with 4 nonrecommendations from the Plan Commission, is set to be voted on by the Council at the March 20<sup>th</sup> meeting. Mr. Ganek also commented that there has been some movement

with the Riverbend issues and in meeting with the City's attorneys, there may be a solution that can be negotiated with all of the interested parties.

Mr. Borek inquired about the current status of the proposed Dunkin' Donuts project, to which Mr. Ganek replied that the engineers are currently working on storm water detention. Mr. Borek reiterated that Custom Aluminum was able to qualify for the Enterprise Zone incentives. Mr. Borek commented that J6 Polymers is doing well and currently adding equipment. Mr. Borek stated that Polar Tech is currently leasing space from a business in Sycamore after their fire. Chair Tobinson stated that Polar Tech has seen immense growth in demand for their products in recent years. Mr. Borek stated that the DCEDC will be hosting an Economic Outlook Luncheon at the end of March.

Mr. Harris asked if there has been any news regarding commuter rail/AMTRAK recently, to which Ms. Seguss replied there has been a hearing recently, although there is currently no funding for the project. Mr. Harris also explained that he had been in discussion with a Starbucks who would be interested in locating in Genoa. Mr. Harris also provided the Commission with a detailed background on his expansion and recent changes in the auto industry that impacts his revenue stream.

There being no further business for discussion, Ms. Egger motioned to adjourn the meeting at 9:50, seconded by Mr. Harris. Upon voice vote, all members present voted aye.

**City of Genoa  
Economic Development Commission**

**Regular Meeting**

**Meeting Date: April 10, 2018**

**8:30 AM**

**Municipal Center  
Council Chambers**

**Agenda**

- 1) Call to Order and Roll Call
- 2) Old Business:
- 3) New Business:
  - a) Approval of Minutes from March 13, 2018 meeting
  - b) Discussion of quarterly meetings
  - c) Updates on local new businesses and other developments
- 4) Motion to Adjourn

**City of Genoa  
Economic Development Commission**

**Regular Meeting**

**Meeting Date: July 10, 2018**

**8:30 AM**

**Municipal Center**

**Council Chambers**

**Agenda**

- 1) Call to Order and Roll Call
- 2) Old Business:
- 3) New Business:
  - a) Approval of Minutes from March 13, 2018 meeting
  - b) Updates on local new businesses and other developments
- 4) Motion to Adjourn

# CITY OF GENOA

## ECONOMIC DEVELOPMENT COMMISSION

### *MINUTES*

July 10, 2018 Meeting

Carolyn Tobinson called the regular meeting of the City of Genoa Economic Development Commission to order at 8:35 AM.

On roll call, members Carolyn Tobinson, John Shipley and Krissy Johnson were present; Paul Borek, Chair of the DeKalb County Economic Development Corporation; Alyssa Seguss, City of Genoa and Bill Ganek, City of Genoa; and Brent O'Daniel (8:37 a.m.) were also present.

Ms. Johnson moved and Mr. Shipley seconded to approve the minutes of the March 13, 2018 regular meeting. Upon voice vote, all members present voted aye.

There being no old business, Mr. Ganek informed the Commission about various ongoing projects. Mr. Ganek explained that three of the City's largest industrial businesses, J6, Polar Tech, and Custom Aluminum, are currently in for permitting for expansions to their locations.

Mr. Ganek also reported on the increased interest in solar gardens in DeKalb County. Mr. Ganek stated that a company is petitioning the County for a special use permit for a solar garden at the North and South corners of Pleasant Hill Road and Route 72. He went on to explain that all of these businesses are seeking approval for solar gardens, however, the State will be having a lottery and only a small number of solar gardens will be permitted. Mr. Borek stated that these requests are popping up all over the County and that he would do more research on them. The Commission had a discussion on whether or not this is the best use of vacant land. The Commission discussed that using vacant land for solar gardens leaves less space for commercial developments and provides minimal tax dollars to both the City and other taxing bodies.

Mr. Ganek stated that Dollar General has submitted building plans and that they have now submitted their Plat of Subdivision to the Illinois Department of Transportation for approval.

Mr. Ganek reported that Dunkin' Donuts has received approval from the Plan Commission and City Council to construct a 4,500 square foot, 2-3 unit commercial building. Ms. Johnson asked how the EDC can help market the available spaces at this location. The Commission discussed the use of the Economic Development USB cards that were created. Ms. Seguss responded that the City would update the information on the cards and distribute them accordingly.

Mr. O'Daniel explained that Camelot, a private for profit therapeutic day school, has signed a 5 year lease with the school district for use of the Davenport School. Mr. O'Daniel discussed food service and transportation for the school and also explained that this school will be used by students throughout Northern Illinois.

Mr. Ganek announced that an electrical union is interested in a site at the corner of Walnut Street and Sycamore Street. The Union had submitted an application and required documents and will be placed on the August 9, 2018 Plan Commission agenda.

Mr. Ganek also announced that some progress has been made with the Riverbend subdivision. A developer is currently under contract for the remaining undeveloped lots. Mr. Borek asked how many lots are available. Mr. Ganek said approximately 100 lots are currently undeveloped, owned by defunct corporations, primarily in the age restricted area. Mr. Ganek stated that the developer is currently working on clearing up ownership issues of the lots.

Ms. Tobinson inquired whether or not the golf course was purchased, possibly by the Winery. Mr. Ganek replied that he was not aware of a purchase, however, the golf course is outside of City limits.

Mr. Borek stated that he has continued to work with the City regarding possible developments, specifically in the industrial areas of the community, such as the Crossroads of Genoa. Mr. Borek distributed the 2014-2017 Business Retention and Expansion Report. Mr. Borek explained that the DeKalb County Economic Development Corporation has met with many companies throughout the County to learn about them, strengthen relationships, and learn about their challenges. Ultimately, the outlook of many businesses is much more positive than the report done in 2009.

Mr. O'Daniel distributed the School District's 2018-2022 Strategic Plan. He discussed the Plan and that he perceives that this document will continue to evolve and that goals of the District will change over time. The Commission discussed the best way to distribute the report to the community.

Ms. Johnson reported on the upcoming Genoa Area Chamber of Commerce events including:

- August 18<sup>th</sup>- Car Show
- July 28<sup>th</sup>- Farmers' Market
- July 21<sup>st</sup>- Movies on Main Street
- July 13<sup>th</sup>- Golf Outing
- July 14<sup>th</sup>- Canoe and Kayak the Kish (KWVW Event) and Helo Helicopter rides

Mr. Ganek stated that the City received notice that Route 72 will not be resurfaced as previously planned. The Commission discussed future plans of IDOT to resurface Route 72.

There being no further business for discussion, Ms. Johnson motioned to adjourn the meeting at 10:00 am, seconded by Mr. Shipley. Upon voice vote, all members present voted aye.

**City of Genoa  
Economic Development Commission**

**Regular Meeting**

**Meeting Date: October 9, 2018**

**8:30 AM**

**Municipal Center  
Council Chambers**

**Agenda**

- 1) Call to Order and Roll Call
- 2) Old Business:
- 3) New Business:
  - a) Approval of Minutes from, July 10, 2018 meeting
  - b) Updates on local new businesses and other developments
- 4) Motion to Adjourn

# CITY OF GENOA

## ECONOMIC DEVELOPMENT COMMISSION

### *MINUTES*

October 9, 2018 Meeting

Carolyn Tobinon called the regular meeting of the City of Genoa Economic Development Commission to order at 8:37 AM.

On roll call, members Carolyn Tobinon, Krissy Johnson, and Kim Egger were present; Paul Borek, Chair of the DeKalb County Economic Development Corporation; Bill Ganek, City of Genoa; and Brent O'Daniel, Superintendent of GKCUSD were also present.

Ms. Johnson moved and Ms. Egger seconded to approve the minutes of the July 10, 2018 regular meeting. Upon voice vote, all members present voted aye.

There being no old business, Mr. Ganek informed the Commission about various ongoing projects. Mr. Ganek explained that the City is currently working with a developer who would like to finish the Riverbend subdivision. Mr. Ganek also reported that Dollar General has begun construction. The Dunkin' Donuts would still like to come to Genoa, however, additional tenants are needed to fill the remaining units of the building before the builder wishes to build the building. The International Brotherhood of Electrical Workers recently petitioned for and received approval for a preliminary PUD to allow for an electrical training facility and yards at the corner of Walnut Street and Sycamore Street. They will likely petition the Plan Commission for final PUD in the near future.

Mr. Ganek also noted that the State of Illinois informed the City that the Route 72 resurfacing would not be completed this year, however, City Staff and elected officials were notified that patch work would be done to the road. Mr. Ganek announced that election packets are now available for the April local election.

The EDC members discussed status and future improvement ideas for:

- Using CDAP for façade improvements to the downtown
- Upcoming Business Leadership Class
- Mr. O'Daniel suggested that the City reach out to the Arthur Garden Deli for the possibility of locating in Genoa
- Parking options in the downtown. The idea of a 10-15 minute parking restriction for a single space on each block in the downtown was not generally supported as an effective solution. More thought is needed on this topic for improved parking opportunities.

There being no further business for discussion, Ms. Johnson motioned to adjourn the meeting at 10:00 am, seconded by Ms. Egger. Upon voice vote, all members present voted aye.