

**MEETING MINUTES  
CITY OF ST. CHARLES, IL  
ST. CHARLES CORRIDOR IMPROVEMENT COMMISSION  
May 3, 2017**

**Members Present:** Chair English, Vice Chair Schuetz, Potts, Kane and Hauser

**Members Absent:** Pietryla

**City Staff Present:** Matthew O'Rourke – Economic Development Division Manager

**1. Opening of Meeting**

The meeting was convened by Chair English at 7:00 p.m.

**2. Approval of Agenda**

Mr. O'Rourke stated that he has a couple changes to this meeting's Agenda. The grant applicant for Franky's Red Hots will not be in attendance at this meeting. The applicant is working with the landlord and wants everything finalized before coming before the Corridor Improvement Commission. There is an additional item added to the Agenda - 228 W. Main Street – discussion item only. A motion was made by Vice Chair Schuetz and seconded by Ms. Hauser, to approve the May 3, 2017 Corridor Improvement Commission Meeting Agenda with the aforementioned changes applied.

**Voice Vote:** Unanimous; Nays: None; Members Absent: Pietryla

Motion Carried.

**3. Approval of April 5, 2017 Meeting Minutes**

A motion was made by Vice Chair Schuetz and seconded by Ms. Potts to approve the April 5, 2017 Corridor Improvement Commission Meeting Minutes.

**Voice Vote:** Unanimous; Nays: None; Members Absent: Pietryla

Motion Carried.

**4. Election of Officers for Fiscal Year 2017/2018**

- A. Chair
- B. Vice Chair

A motion was made by Ms. Potts and seconded by Ms. Hauser to keep the officers as they are at this time.

**Voice Vote:** Unanimous; Nays: None; Members Absent: Pietryla  
Motion Carried.

## **5. Discussion Item**

### **A. CIC Grant – 605 W. Main Street – Eric Larson, Ameriprise**

Mr. O'Rourke stated that this goes back to the Sign Amortization Project. That year, the Commission was allowed extra money to help businesses become compliant with the City's sign requirements. This year, additional funding is not available but the improvements related to this project remain eligible under the Corridor Grant Program. After reviewing some of the old minutes, at that time, the Commission decided to help with the base of signs, with a match of up to \$2,000. Mr. O'Rourke introduced Mr. Larson and explained that the Ameriprise sign was taken down during the project.

Mr. Larson said that they are planning on doing the base of their sign in stone. Mr. O'Rourke said that as long as it is decorative, that would not be a problem. There are a lot of perennial plants already in place – the area is in need of some reworking - so this would be a good time to incorporate the sign base. If he did a stone base, ideally, he would like to get 6 or 7 of the larger size stones and place them in areas where there are too many plantings. Chair English said that right now they have a concept plan of what he is planning. He told Mr. Larson to bring in the exact plans in a bid proposal to the next CIC meeting and to also include the color of the stone. The Commission could approve it and then Mr. O'Rourke would take it to the June P&D Meeting. Mr. O'Rourke explained that he missed the window for the May, P&D Meeting. Mr. O'Rourke reiterated that the reimbursement would be 50/50 for the outcropping and also for the sign, up to \$2,000. They could go above the \$2,000 match if it was not just for the sign base. He suggested getting a quote of what the costs would be from where he would purchase the materials - have the quote on their letterhead – and they would be good to go. Ms. Potts added if they could include what the cost is per ton that would be helpful too.

### **B. 228 W. Main Street**

Mr. O'Rourke said there is a new business moving into this property. The new business owner, Dove, is proposing planter boxes on the front of the building. She is seeking clarification on what the Commission would consider as part of the Corridor Grant. Vice Chair Schuetz asked what type of business this is going to be. Mr. O'Rourke explained that there will be two businesses in operation at this location. The back half is going to be called "As Cute As It Gets" – an infant and toddler photography studio, which will be the main business. The front half is going to be called "Ghoulish Mortals" which will provide horror based memorabilia for purchase. Mr. O'Rourke stated that he has explained to Dove that they will pay for the boxes but not the plants, as it is difficult to maintain perennials in flower boxes for a long period of time. Mr. O'Rourke added that part of the Agreement that every applicant signs is that when a grant is awarded, the recipient is required to maintain the item for 5 years and if it is in need of replacing, they have to replace it. The sidewalk is sufficiently wide enough in this location, where the boxes would not impede with pedestrians walking by. Vice Chair Schuetz said that the boxes should be constructed out of a durable material and should be something that doesn't require paint -

something impervious that looks like wood. Chair English said Trex is a product that is out there that looks like wood and doesn't require any painting. He added that the materials used should be impervious to rot and insects as well. Mr. O'Rourke stated that Dove is very accommodating and she would not have an issue with any of this. Her concern was that the Commission may not be interested in paying for these types of things at all. Dove is aware that the Commission would not cover items such as awnings and lights – this would be something that the Historic Preservation Commission would handle. Chair English asked Mr. O'Rourke to remind her to be specific with regards to her plan and the materials she will be using. Also, be sure she understands that the Commission will not pay for the plants. To obtain planter boxes in the material desired, Home Depot has them and for a larger selection and better quality, it would be a good idea to look online. Wayfair was suggested as a good site to visit.

## **6. Additional Business from Corridor Commission Members, Public or Staff**

Mr. O'Rourke provided an update on the Curbie Awards. Royal Builders had received a Curbie Award in the past and stated that they have not made any improvements since that time. They would like to see someone else receive the award. Ms. Potts said the form from Yurs may need to be tweaked a bit and that they will have their photographs submitted in a couple weeks. Chair English said the newspapers may send out a photographer to take pictures too. Mr. O'Rourke will speak with the Mayor to see how he would like to handle this presentation. This will be the first Curbie Award presented since he took office. At this time, the presentation may occur at the second meeting in June at the earliest. Ms. Potts added that Yurs does all of their own outdoor maintenance on everything – planting and maintaining the flower beds, grass cutting and snow removal.

Ms. Kane commented on how nice Colonial Café on East Main Street looks since the new landscaping was implemented. Also, the remodeling that was done on the inside of the restaurant looks great too.

Ms. Potts asked how they go about filling the vacant seat that they have on the Commission. Mr. O'Rourke said that the Mayor has already appointed someone – Alice Nelson, to replace Alice Dechene, whose term was up and decided not to renew for another term.

## **7. Announcements**

There were none.

## **8. Up Coming Meeting Dates**

**A.** Next Corridor Improvement Commission Meeting is June 7, 2017

A motion was made by Vice Chair Schuetz and seconded by Ms. Hauser to adjourn the meeting.

**Voice Vote:** Unanimous; Nays: None; Members Absent: Pietryla