



COUNTY OF KENDALL, ILLINOIS ECONOMIC DEVELOPMENT COMMITTEE

County Office Building
County Board Rooms 209 & 210
111 West Fox Street
Yorkville, IL 60560

Friday, April 23, 2018 at 9:00 AM
MEETING AGENDA

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at (630) 553-4171, a minimum 24-hours prior to the meeting time.

- **Call to Order**
- **Roll Call**
- **Approval of Agenda**
- **Approval of March 16, 2018 Meeting Minutes**
- **Committee Business**
 - *Discussion and Approval of a Proclamation Welcoming Lions Club International to Kendall County on May 9, 2018*
 - *Discussion and Approval of a Proclamation Supporting Small Business Week from April 29 to May 5, 2018*
 - *Discussion and Approval of a Resolution Supporting a County Wide Convention and Visitors Bureau*
 - *Discussion, Review, and Recommendation of Economic Development and Special Projects Coordinator Job Description to Admin/HR Committee*
 - *Discussion and Recommendation of ICMA TV*
- **Updates and Reports**
 - *Boulder Hill and Boulder Hill Market and Recommendation of Next Steps*
 - *Revolving Fund Loans*
 - o *Monthly Loan Statements*
 - o *JCAR rule Update*
 - *TIF Update – Yorkville*
 - *Oswego reviewing Orchard Road Plan*
 - *Chicago Amazon Bid Video*

- *Crain's Article of Kendall County Growth*
- *Manufacturer Siting*
- **Chair's Report**
- **Public Comment**
- **Executive Session**
- **Adjournment**

KENDALL COUNTY ILLINOIS

Economic Development Committee

Meeting Minutes
Friday, March 16, 2018

Call to Order

The meeting was called to order by Chair Audra Hendrix at 9:00 a.m.

Roll Call

Committee Members Present: Chair Audra Hendrix, Lynn Cullick, Scott Gryder, Elizabeth Flowers (entered at 9:05 a.m.)

Committee Members Absent: Matt Kellogg

Elected Officials Present:

Staff Present: Andrez Beltran, Economic Development and Special Projects Coordinator; Scott Koepfel, Kendall County Administrator/Interim Technology Services Director/Interim PBZ Director

Members of the Public:

Approval of Agenda – Member Cullick made the motion to approve the agenda. It was seconded by Member Gryder. **Approved 3-0.**

Approval of Meeting Minutes – Member Cullick made a motion to approve the meeting minutes from the February 16, 2018 meeting. Seconded by Member Gryder.

Member Cullick and Gryder withdrew their motions.

Member Cullick made a motion to amend the February 16, 2018 meeting minutes to strike the vote on the direction for Mr. Beltran to not contact the owners of Lucky's Beef and Dogs. Member Gryder seconded. **Approved 3-0.**

Committee Business

Member Flowers entered the meeting at 9:05 a.m.

Approval of Directing the Economic Development and Special Projects Coordinator to not contact Priscilla Liberatore, James Manfre, or Michael Manfre and to refer any contact from them to the State's Attorney's Office

Mr. Beltran stated staff had been advised by the State's Attorney's Office that the vote in February was invalid as the item was not on the agenda. Mr. Beltran stated it was on the agenda for the Committee to approve if they so wished.

Member Cullick made the motion. Member Gryder seconded. Chair Hendrix asked for a rollcall. Lynn Cullick – aye, Scott Gryder – aye, Audra Hendrix – aye, Elizabeth Flowers – aye. **Approved 4-0.**

Discussion of Boulder Hill and Boulder Hill Market

Mr. Beltran stated at the Committee's request he went to Boulder Hill Market to speak to the business owners and investigate the area. He stated that while dated, the exterior was well maintained and the parking lot was redone in the last couple of years. In one section, there was

KENDALL COUNTY ILLINOIS

Economic Development Committee

two churches, a dog groomer, a Dollar General, and a pool maintenance and life guard training business. On the other side of the parking lot was a restaurant, an orthodontist office, an attorney's office, and a roofing business. He spoke to a business owner, and had information to reach out to the owner of the strip mall. In addition, there were several vacant businesses including the bank. Mr. Beltran stated he felt the layout was hindered by orientating the back to the neighborhood; however, he guessed that was because when designed the thought was traffic would come from Route 25 rather than Boulder Hill. Finally, he stated that the biggest issues was the sign was missing some letters.

The Committee discussed ways to rehabilitate the area. The Committee main focus was to orient the area towards more of a community place rather than a standard retail market as it would not be able to compete with the selections on Douglas and Route 30 as well as Orchard Road. By partnering with the owner and the local groups in the area (senior living, Oswegoland Park District, etc.) the area could be transformed into a meeting space.

The Committee directed Mr. Beltran to reach out to the owner as well as have some demographic information and traffic counts by the next meeting as well as put together steps to create a plan for the area that would include local stakeholders.

Discussion of Tax Abatement forms and scoring

The Committee decided to send this item to the next Economic Development Committee meeting. Member Gryder made the motion, member Cullick seconded. **Approved 4-0.**

Approval of Economic Development Strategic Plan

Mr. Beltran stated that he had been advised that the Public Access Counselor has been viewing consensus at public meeting with skepticism as an attempt to circumvent OMA rules. As such, Mr. Beltran thought it best to bring back the Economic Development Strategic Plan for approval to the Committee.

Member Gryder made the motion to approve the item and send it to the March 21, 2018 County Board meeting. Member Cullick seconded. Chair Hendrix called for a roll call. Lynn Cullick – aye, Scott Gryder – aye, Audra Hendrix – aye, Elizabeth Flowers – aye. **Approved 4-0.**

Updates and Reports

Revolving Fund Loans

- *Monthly Loan Statements*

Mr. Beltran stated that there is currently approximately \$1.7 million dollars available to loan. Currently all loans except Lucky Beef and Dog's is current.

Chairwoman's Report

Chair Hendrix stated she sent out the Choose DuPage Economic Indicator report. She also stated she was recently interviewed by a firm doing work for Waubensee community college. She emphasized the importance to education to the County's ability to grow. She hoped they would continue to grow their educational opportunities.

Public Comment – None

KENDALL COUNTY ILLINOIS

Economic Development Committee

Executive Session - None

Adjournment

At 9:56 a.m., Member Cullick made to adjourn. Member Flowers seconded. With no objection, the meeting adjourned.

Respectfully Submitted,

Andrez P. Beltran
Economic Development and Special Projects Coordinator

Kendall County Job Description

TITLE: Economic Development & Special Projects Coordinator
DEPARTMENT: Administrative Services
SUPERVISED BY: Deputy County Administrator
FLSA STATUS: Non-Exempt
APPROVED: 04/18/2018
DATE REVISED: 04/18/2018

I. **Position Summary:**

Responsible for the coordination of Kendall County's ("County") Economic Development programs, coordination of the Kendall Area Transit grants and assisting the County Administrator and the Deputy County Administrator on special administrative projects as assigned.

II. **Essential Duties and Responsibilities:**

Economic Development

- A. Update County's Economic Development webpage with news, events, relevant demographic information, economic indicators, and web portals for property search, and/or other products listing available industrial / office properties and building space.
- B. Utilize social media to promote County economic development and administrative programs.
- C. Organize economic development events including, but not limited to business resource roundtables, economic forecasts, and business legislative forums.
- D. Implement and update County's Economic Development Plan including industrial market analysis in collaboration with other organizations.
- E. Coordinate County Economic Development Committee meetings by performing tasks, including, but not limited to providing monthly reports, identifying legislation regulations related to economic development, posting agendas, recording meetings and drafting meeting minutes.
- F. Complete State-mandated training and serve as an Open Meetings Act Officer for the Economic Development Committee.
- G. Process applications for real estate property tax abatement program.
- H. Administer County's Revolving Loan Fund program.
- I. Participate in regional economic development meetings including, but not limited to meetings held by the Chicago Regional Growth Corporation (CRGC), the Chicago Metro Metals Consortium (CMMC), and other regional organizations as directed.
- J. Attend tradeshow, create marketing materials such as brochures, handouts, information cards, and maps, and update existing marketing tools to attract business and development to Kendall County.
- K. Coordinate meetings and special projects with local economic development corporations, known collectively as the Kendall Economic Development Alliance (KEDA).
- L. Coordinate Business retention, expansion, and attraction activities with internal and external stakeholders.
- M. Work with Planning staff to track transportation infrastructure projects in and around the County.

Transportation

- N. Serve as Program Compliance Oversight Monitor (PCOM) for the County's Kendall Area Transit program. Prepare and submit quarterly PCOM reports to the Illinois Department of Transportation.

Kendall County Job Description

- O. Process and submit Grant requests for Kendall Area Transit to State of Illinois, Regional Transit Authority, and Federal Government.
- P. Assists Kendall Area Transit in purchasing and licensing of vehicles.

Administrative Services

- Q. Attend County Board and County Board Committee Meetings, as assigned, both during and after regular business hours as requested.
- R. Complete State-mandated training and serve as a Freedom of Information Act Officer for Administrative Services, departments reporting to County Administrator and County Board.
- S. Handles confidential matters daily relating to all functions of Administrative Services, the Kendall County Board, and its committees, and maintains confidentiality of said information.
- T. Complies with all applicable federal and state laws and regulations regarding or relating to assigned job duties including, but not limited to the Illinois Open Meetings Act, the Illinois Freedom of Information Act, and the Illinois Local Records Act.
- U. Creates and distributes news releases on the Kendall County website, to local stakeholders, and local media organizations.
- V. Coordinates personnel hiring for departments reporting to the County Administrator, including employment postings for vacant positions, collection and organization of employment applications, communication with applicants and communication of applicant responses.
- W. Serves as the back up to Administrative Assistant for posting agendas, recording meetings and drafting meeting minutes as directed.
- X. Complies with all applicable policies and procedures regarding or relating to assigned job duties.
- Y. Track and report relevant legislation at the state level that will have an impact on County related functions.
- Z. Draft resolutions and ordinances for the County Board and County Board Committee Meetings, as assigned.
- AA. Maintains regular attendance and punctuality.
- BB. Performs other duties as assigned.

III. Supervisory Responsibilities.

This job has no supervisory responsibilities.

IV. Qualifications:

To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required for the position.

A. Language Skills:

- Ability to research, read, and interpret documents and simple instructions.
- Ability to prepare documents, reports, minutes, agendas, and correspondence.
- Ability to speak effectively with the public, employees, outside entities, vendors, and the County's elected officials, in both one-on-one and group settings.
- Requires good knowledge of the English language, spelling and grammar.

B. Mathematical Skills:

- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Kendall County Job Description

C. Reasoning Ability:

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.

D. Certificates, Licenses, and Registrations:

- Current and valid Driver's License.
- Any and all other certificates and registrations as required for the specific duties performed.

E. Other Skills, Knowledge and Abilities:

- Strong organization and multi-tasking skills.
- Excellent prioritization skills and the ability to meet deadlines.
- The ability to display a positive, cooperative, professional and team orientated attitude.
- The ability to listen, understand information and ideas, and work effectively with county personnel, department heads, and elected officials.
- The ability to follow guidance and work independently until project completion.
- Proficient knowledge of MS Word, Excel, Outlook, PowerPoint.
- Knowledge of office practices, principles of modern record keeping, set and maintaining filing systems
- Skills in operating a personal computer, facsimile machine, copier and typewriter.

F. Education and Experience:

- A minimum of a Bachelor's Degree from an accredited college or university is required; preferred areas of study are public administration, public management, public policy, or real estate.
- 2 years of experience in economic development preferred.
- Knowledge of state and federal tax incentive programs preferred.

IV. Physical Demands:

While performing the duties of this job, the employee must be able to:

- Frequently sit for long periods of time at a desk or in meetings;
- Occasionally walk to other offices in the County Office Building and other County buildings (e.g., Kendall County Courthouse).
- Occasionally lift and/or move up to 40 pounds;
- Frequently lift and/or move up to 10 pounds;
- Use hands to finger, handle or feel;
- Reach, push, and pull with hands and arms;
- Talk and hear in person and via use of telephone;
- Specific vision abilities include close and distance vision, as well as depth perception;
- Travel independently to locations throughout Kendall County and the Chicago region to perform assigned job duties.

V. Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is subject to the following working conditions:

- Mostly inside environmental conditions, except when outside traveling between various

Kendall County Job Description

buildings/locations in Kendall County and the Chicago region to perform assigned job duties.

- The noise level in the work environment is usually quiet to moderately quiet.
- Employee may be exposed to stressful situations while working with users, law enforcement, department heads, elected officials, vendors, and the general public.
- Employee may be required to provide own transportation to travel to and from meetings, training, conferences, etc.
- Employee must be able to perform all assigned job duties during normal business hours and outside of normal business hours.

By signing my name below, I hereby affirm that I received a copy of this job description.

Employee Receipt Acknowledgement & Signature

Date

Signature of Supervisor
cc: personnel file, employee

Date

**PROCLAMATION SUPPORTING SMALL BUSINESS WEEK FROM APRIL 29 TO
MAY 5, 2018**

WHEREAS, America’s progress has been driven by pioneers who think big, take risks and work hard;
and

WHEREAS, from the storefront shops that anchor Main Street to the high-tech startups that keep
America on the cutting edge, small businesses are the backbone of our economy and the cornerstones of
our nation’s promise; and

WHEREAS, small business owners and Main Street businesses have energy and a passion for what they
do; and

WHEREAS, when we support small business, jobs are created and local communities preserve their
unique culture; and

WHEREAS, because this country’s 30 million small businesses create nearly two out of three jobs in our
economy, we cannot resolve ourselves to create jobs and spur economic growth in America without
discussing ways to support our entrepreneurs; and

WHEREAS, the President of the United States has proclaimed National Small Business Week every year
since 1963 to highlight the programs and services available to entrepreneurs through the U.S. Small
Business Administration and other government agencies; and

WHEREAS, KENDALL COUNTY supports and joins in this national effort to help America’s small
businesses do what they do best – grow their business, create jobs, and ensure that our communities
remain as vibrant tomorrow as they are today.

NOW, THEREFORE, BE IT RESOLVED BY THE KENDALL COUNTY BOARD, that the County
of Kendall do hereby proclaim April 29 through May 5, 2018 as NATIONAL SMALL BUSINESS
WEEK

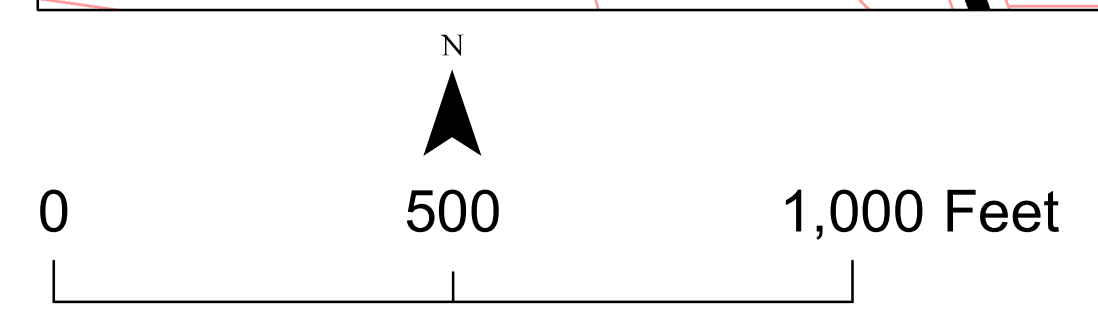
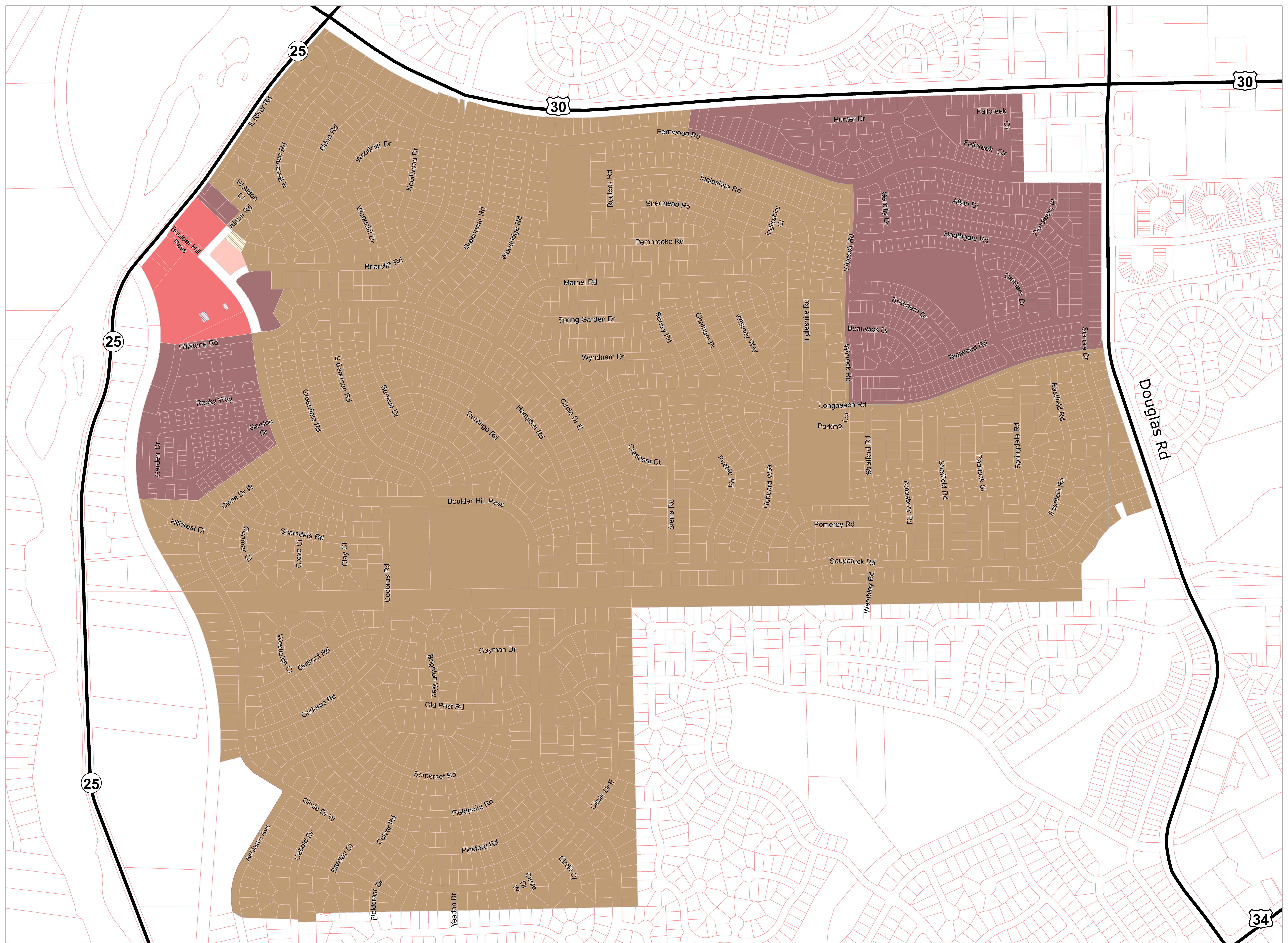
PRESENTED and ADOPTED by the County Board, this _____ day of _____ 2018.

Approved:

Attest:

Scott R. Gryder, County Board Chairman

Debbie Gillette, County Clerk and Recorder



- B1
- B3
- B3-SU
- R3-SU
- R6
- R7

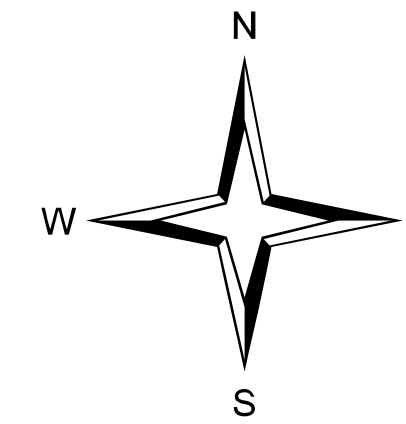
Boulder Hill Zoning





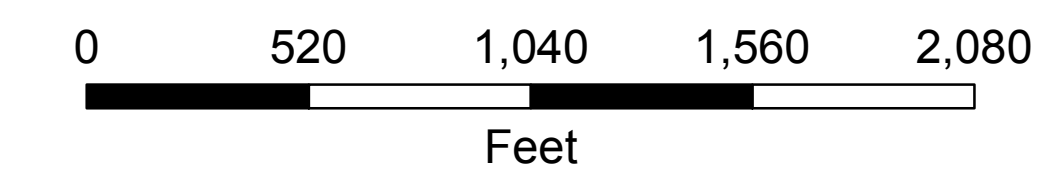
Boulder Hill Oswego Twp. KENDALL COUNTY - 2018 -

<http://www.co.kendall.il.us>



LITTLE ROCK	BRISTOL	OSWEGO
FOX	KENDALL	NA-AU-SAY
BIG GROVE	LISBON	SEWARD

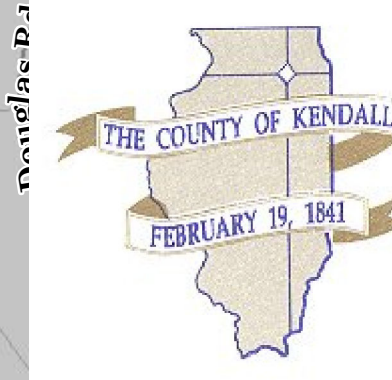
1 in=450 feet



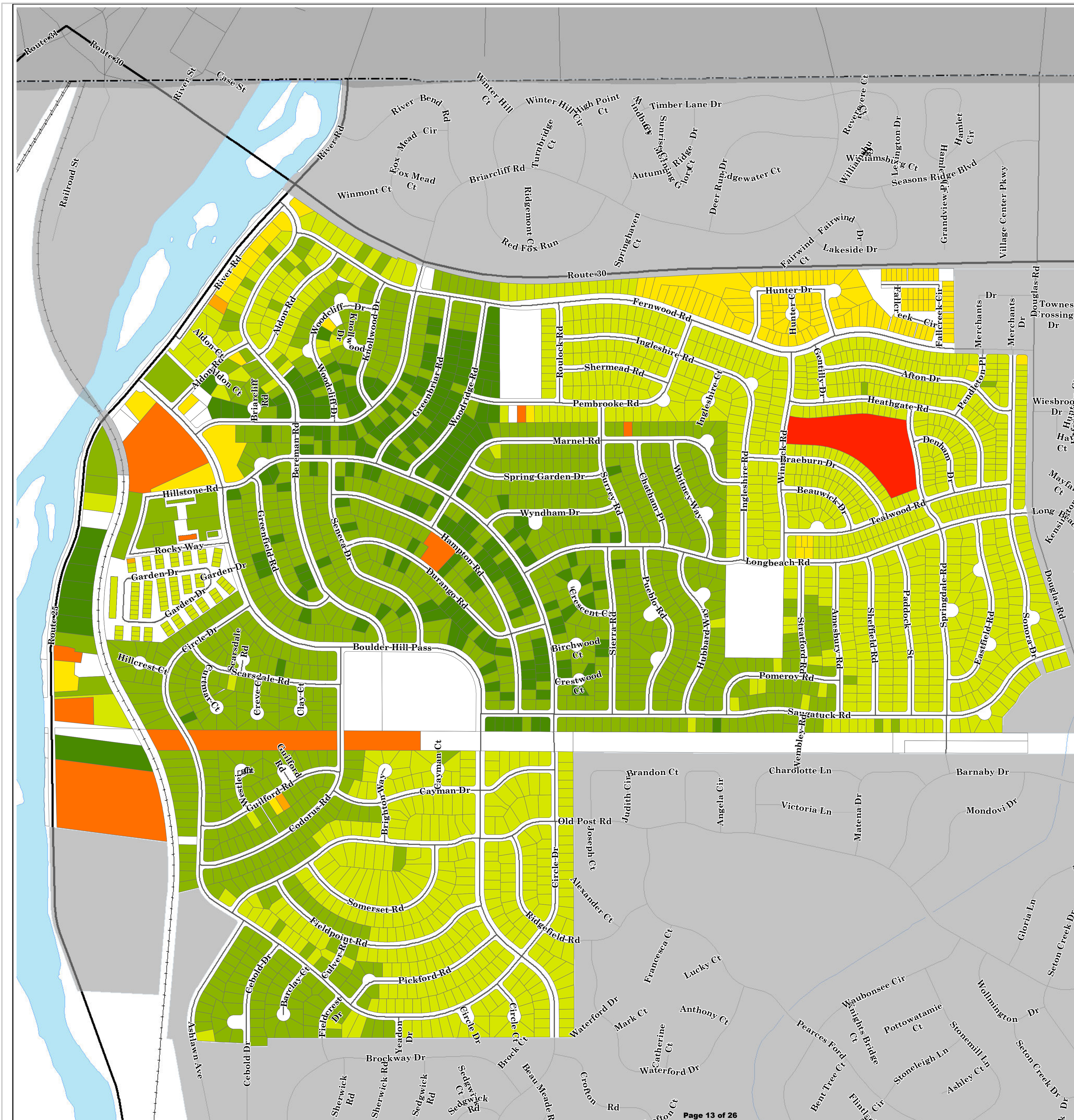
Legend

- ADJACENT COUNTY
- COUNTY
- INTERSTATE
- STATE
- FEDERAL
- BITUMINOUS
- GRAVEL
- DIRT
- LOCAL
- RAILROAD

- #### Boulder Hill Home Age DECADE
- Unknown
 - 1950's
 - 1960's
 - 1970's
 - 1980's
 - 1990's
 - 2000's
 - 2010's
 - Corporate



Kendall County GIS
111 West Fox Street - Room 308
Yorkville, Illinois 60560-1498
630.553.4030



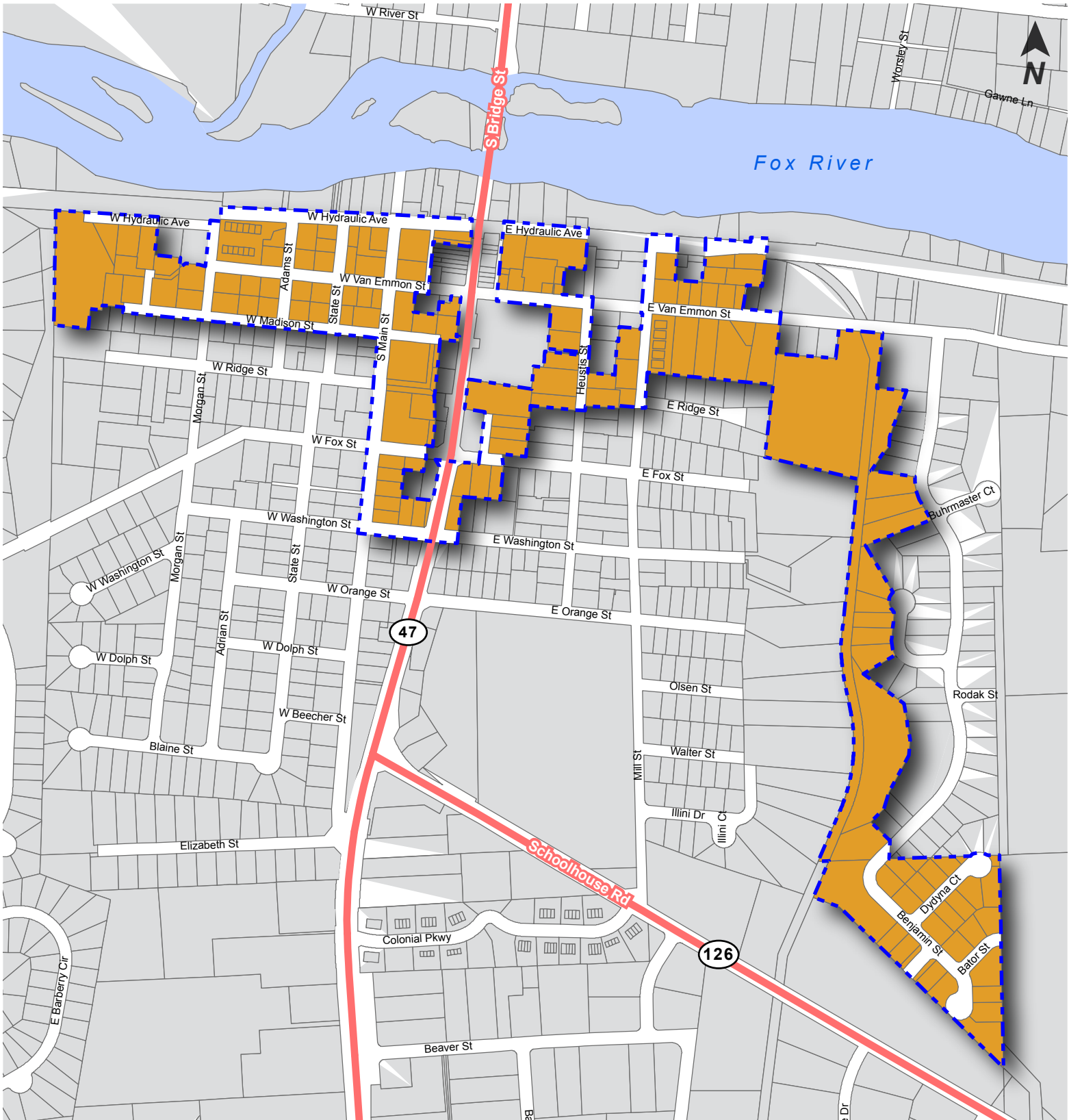
Kendall County Development Commission
 Loan status as of : 4/11/18
 Prepared by Treasurer's Office

Account Name	Note Date My Date	Principal Monthly Payments	Interest	Total Overall Paid For		Loan Balance Last Payment	Interest on Bank Accounts	Bank Balance	
				Principal	Interest				
Surplus - EDC BB #815-535	3/11/2015	450.56 <u>120,000.00</u>	1.50%	14,426.57	4,682.08	106,023.99	425,294.60	1,701,184.57	
Law Office Corporation MSB #150038 ** schedule includes the \$450.56		579.05					9.83	19,118.48	
CIVILIAN FORCE ARMS SBI# 3171	8/6/2015	90,000.00 1,613.19	2.90%	44,871.97	5,136.83	45,128.03	33.13	50,041.63	SHORT .09 CENTS
Dearborn Cafe FNB #2920	8/9/2015	80,000.00 1,024.93	2.10%	28,165.27	3,607.56	51,834.73	21.05	31,793.90	
Lucky's Beef N Dogs BB 286	5/23/2017	32,500.00 492.34	2.90%	413.80	73.20	32,086.20	0.00	987.00	NO PMT
		322,950.56		87,877.61	13,499.67	235,072.95	425,358.61	1,803,125.58	AVAILABLE TO LOAN

BANK BALANCE PLUS
 Total Assets 2,038,198.53
 LOAN BALANCE

A-B=D
 D+E+Total Assets

Column E \$1,803,125.58
 Tap 10 \$1,803,125.58
 Gr. Admin. 0



LEGEND

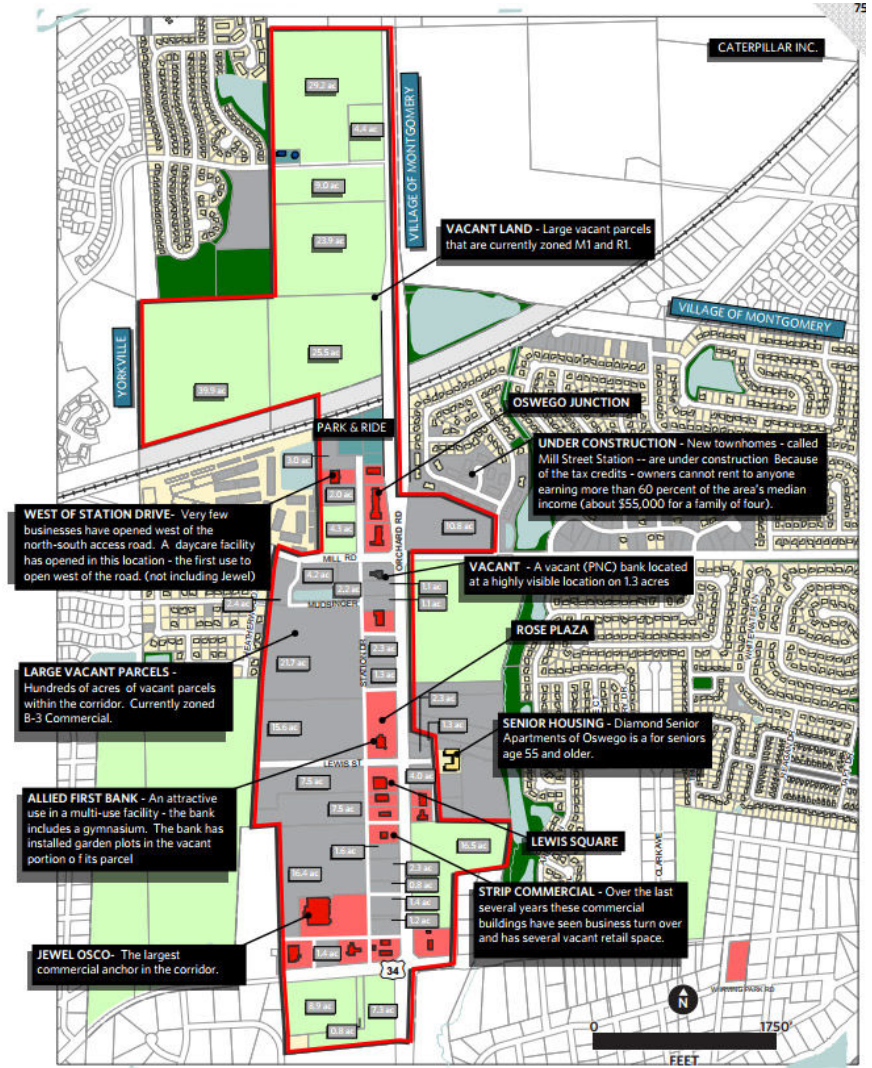
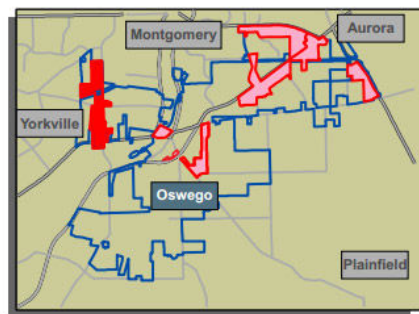
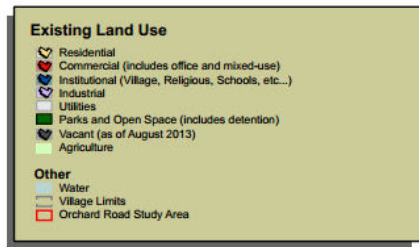
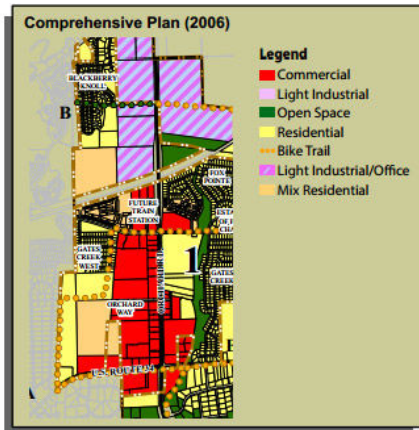
- Downtown Redevelopment Project Area #2 Boundary
- Downtown Redevelopment Project Area #2 Parcels



http://www.wspynews.com/news/local/oswego-looking-at-plan-for-developments-in-orchard-rd-corridor/article_c95ba52e-3803-11e8-944c-d37401f13d52.html

Oswego Looking at Plan for Developments in Orchard Rd. Corridor

Mark Harrington Apr 4, 2018 [Click Here to submit a News Tip or Story](#)



(Village of Oswego image)

The future of the Orchard Road corridor will be researched and will receive further planning after last night's Oswego Village Board meeting.

After a presentation on a new Economic Development Strategic Work Plan by Economic Development Director Corinna Cole, questions from trustees Karin McCarthy-Lange and Joe West initiated the discussion.

This is Cole.

Oswego Village Administrator Dan DiSanto related another cause for a delay on the Orchard Road corridor to the boundary line with Montgomery.

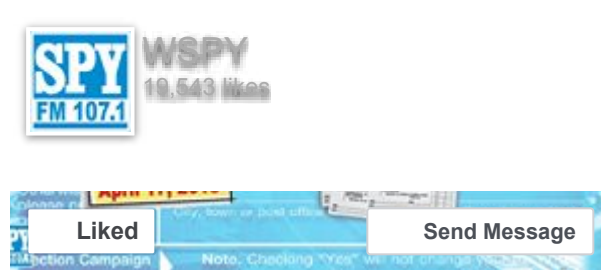
Currently Cole said one percent of the industrial space in Oswego is vacant, but with a high turnover rate. DiSanto likes that 99 percent industrial zoning occupancy statistic.

According to DiSanto the issue will be for trustees to choose residential, commercial or industrial for the current green spaces.

One project near Orchard Road and Route 71 is still in limbo as DiSanto explains.

Cole also addressed current empty commercial spaces along Orchard Road south of the railroad tracks.

In other action, trustees approved the purchase of five in-dash cameras for police cars at a cost of slightly over \$25,000.



Mark Harrington

Comprehensive Plan (2006)



Legend

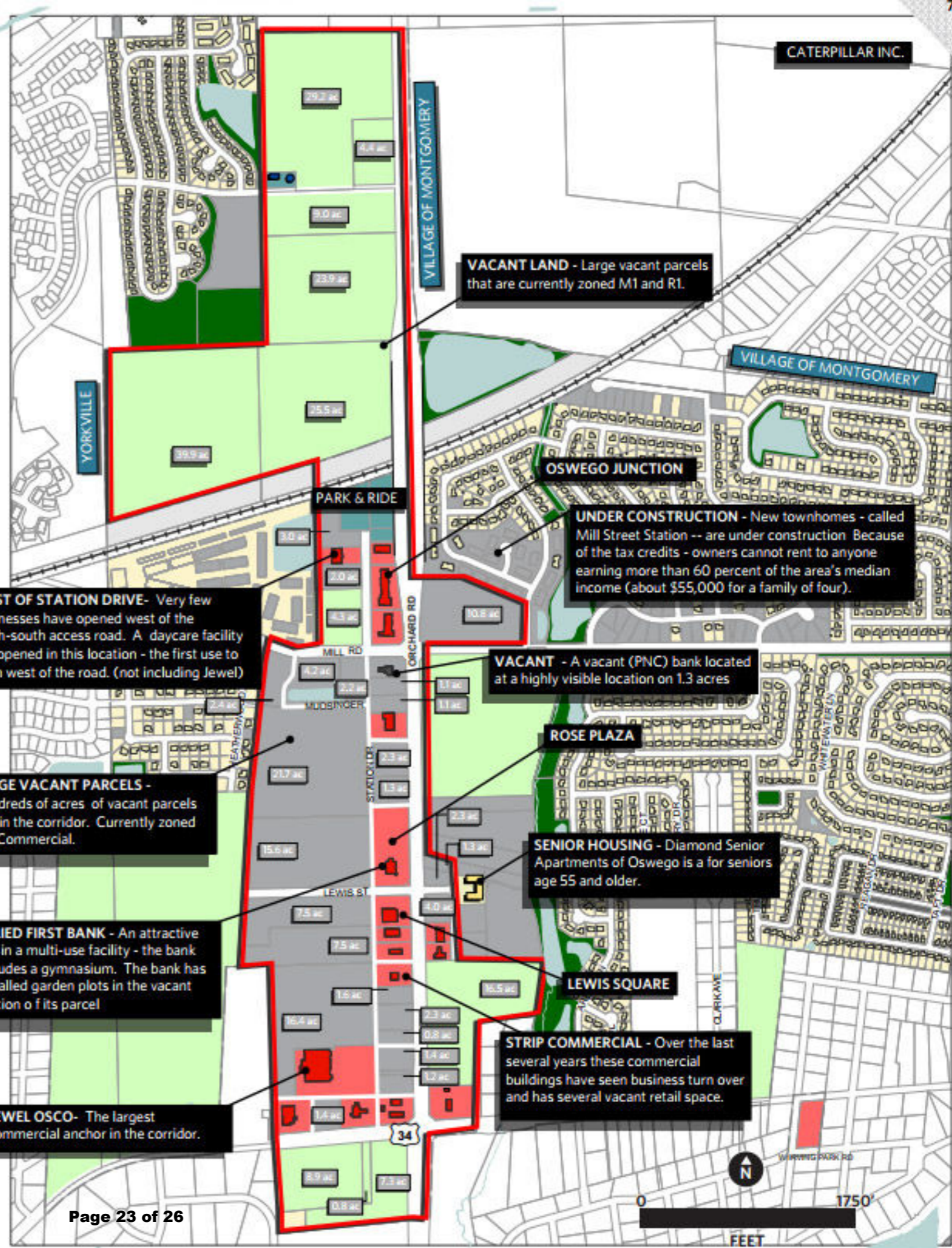
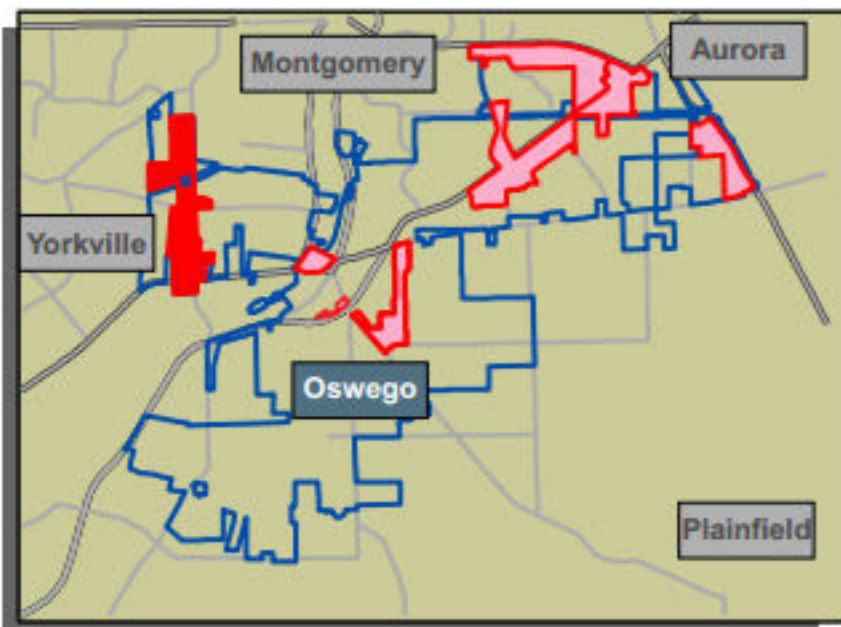
- Commercial
- Light Industrial
- Open Space
- Residential
- Bike Trail
- Light Industrial/Office
- Mix Residential

Existing Land Use

- Residential
- Commercial (includes office and mixed-use)
- Institutional (Village, Religious, Schools, etc...)
- Industrial
- Utilities
- Parks and Open Space (includes detention)
- Vacant (as of August 2013)
- Agriculture

Other

- Water
- Village Limits
- Orchard Road Study Area





MEET.
CONNECT.
COLLABORATE.

Small Business V
April 30 - May 5,
#SB

March 30, 2018

In a shrinking metro area, one county is adding residents



By JOHN PLETZ |



Photo by John Gress/Getty Images

Carpenter Matt Hennebry works on a home in Yorkville.

The Chicago area is on its third straight year of population decline, but there is one pocket of growth. The far western edge of the metro area is adding residents again, albeit slowly. You can see it in subdivisions in Kendall County, such as the Grande Reserve in Yorkville, where home construction on tracts of former farmland has restarted.



U.S. Census Bureau. That's twice as fast as Grundy County, which saw the second-biggest increase, and three times the growth rate in nearby Will, Kane and McHenry counties. Of the seven Illinois counties with a population over 50,000 that grew in 2017, two outside the Chicago metro area are DeKalb and Champaign, home to college towns.

Sign up for the free Today's Crain's newsletter

Since he moved about 15 miles to Yorkville from Naperville in late November, Daniel Torres, 38, has seen a steady arrival of new families on his block in the Grande Reserve, a development that will top 2,500 homes when it's finished. His family of four moved from neighboring DuPage County, the latest in a long line of residents drawn to the exurbs by economics. "You get more house for the money and good schools," he says of the neighborhood, where most homes are priced in the \$250,000 to \$300,000 range. "It's picking up."

Across the street, Alfonso Martinez, 28, just moved in with his wife and three children from Gage Park on Chicago's Southwest Side. "It's a new house. The area is beautiful. It's quiet," he says. The trade-off, of course, is the commute: He and his wife both work at hotels downtown. "If you leave early, it's about 45 minutes. It's a long drive, but you get used to it," Martinez says. There is no commuter train; the closest Metra stop is about 10 miles away in Aurora.

Oswego, the largest town in Kendall County, with about 33,000 residents, has recorded the strongest population growth. "More people can work remotely, so being an hour and 15 minutes outside Chicago isn't as big of a deal as it used to be," says Village President Gail Johnson.

The growth in Kendall or its neighbors won't offset **the drag in DuPage and Cook counties**, where population declined slightly last year. They're too small. Kendall has just 126,218 residents, compared with 692,661 in Will County, 534,667 in Kane County, 703,520 in Lake County, 930,128 in DuPage County and 5.2 million in Cook County.

"There's a reshuffling and shifting going on," Chicago-based demographic researcher Rob Paral says of the population trends. "Overall, there's stagnation. You've got one major node that's doing well. This is a problem. It's not like things are going to crash. There's just no or slow growth. There's no reason to think it's going to change in the near future."

The Chicago area has clawed its way out of the recession, with anemic growth in jobs and **housing values**. Overall, jobs have been increasing across the metro area, even though population in several counties has not.

SMALL-SCALE RECOVERY

Even in Kendall, the growth is a far cry from the early 2000s, when the population increased nearly 80 percent to about 97,000. Between 2012 and 2017, Kendall's population rose 6.7 percent, according to Census Bureau estimates. Its closest rival was Kane, where residents increased 2.6 percent.

This is what a recovery looks like on a small scale: Yorkville, a town of about 19,000, had 212 housing starts last year, up from 151 in 2016 and 84 in 2015. At the pre-recession peak in 2006, it was about 1,000, says City Administrator Bart Olson.

The city primed the reboot with an incentive program, funded by developers and the city, that gave checks of about \$10,000 to buyers of new homes. Two-thirds of new residents surveyed say they moved to Yorkville because of it, Olson says. The program, used by more than 400 people in five years, ended in December. "I'm anxious to see



There aren't many large employers in Kendall County, which started making the transition from small farm towns to suburbs in the early 2000s. The biggest economic-development win was a 2016 expansion of Wrigley's gum and candy factory in Yorkville to produce Skittles, adding 75 jobs, a 25 percent increase. A Menard's distribution center in Plano expects to double its workforce to 150 over the next five years. But eventually, retail and jobs follow rooftops. A Holiday Inn Express will be completed in Yorkville this year. A shopping center anchored by Target, Dick's Sporting Goods and Home Depot opened just after the recession. A 10-screen movie theater opened in late 2013. Overall sales tax collections in Yorkville rose 6 percent last year.

In Oswego, Art Black, owner of Oswego Cyclery, just leased out the back of his downtown building, which used to house the city's fire station, to entrepreneurs who are opening a microbrewery in May. In a historic downtown mostly filled with mom-and-pop shops, "I think businesses are starting to feel (the recovery) a little bit," he says, though bike sales haven't taken off yet. What's really got him excited is a planned \$64 million project by Geneva-based developer Shodeen Group that calls for 250 apartments, as well as retail and restaurants, on the 2.4-acre riverfront site of a former lumberyard that closed more than a decade ago. "That could be a game-changer," says Johnson.

For the region as a whole, it's small ball. But for now, it's the only game around.

