

**MainStreet Commission Meeting Minutes
September 25, 2012**

Members Present

Michael Clark, Chairman
Tom Kane
Rick Butkus
Jack Cochonour
Becky Nichols
Kim Scalise
Jim Fuentes

Staff Present

Donna Framke, Marketing Director
Nancy Byrne, Commission Secretary

Guests Present

Cathy Maloney, Findzall
Dr. James Wahl, Avenue Animal Hospital
Bob Edwards, RWE Management

Chairman Clark called the September 25, 2012 MainStreet Commission meeting to order at 6:15 p.m. There was a motion made by Tom Kane, seconded by Jack Cochonour, to approve the agenda for tonight's meeting with the addition of Attic Door Sign Review. Vote by voice call: Chairman Clark declared the motion carried.

There was a motion made by Jack Cochonour, seconded by Kim Scalise, to approve the minutes of the June 20, 2012 MainStreet Commission meeting. Vote by voice call: Chairman Clark declared the motion carried.

Avenue Animal Hospital - Mike Clark welcomed Dr. Wahl of the Avenue Animal Hospital and Bob Edwards, his Construction Manager. Dr. Wahl has proposed a redevelopment of the property located at 16740 South Oak Park Avenue by relocating and expanding his Animal Hospital currently located at 16736 South Oak Park Avenue. This redevelopment would conform to the Village updated Legacy Code District and standards. It would incorporate closing down excess driveways and allow for centralized parking in the rear of the building. Dr. Wahl plans to expand his current operations from one exam room to three exam rooms as part of Phase I of the development. In Phase II of the development Dr. Wahl has plans to expand from three exam rooms to six exam rooms depending on business.

Dr. Wahl is requesting assistance for the Phase I façade improvement of his redevelopment. His request includes funds for his façade improvement as well as public enhancement. Dr. Wahl is aware that should the Village consider a Façade improvement grant, this application would only apply to Phase I and not Phase II as per our Façade Program guidelines.

The MainStreet Commission reviewed the items presented by Dr. Wahl and the eligible items under the Façade Program Guidelines. Chairman Clark indicated that they would need to meet with the Plan Commission for the zoning requirements. Dr. Wahl anticipates breaking ground no later than November 1st.

Chairman Clark indicated that the MainStreet Commission is excited about the project as it would be the first renovation since the new Legacy Code was enacted. He thanked Dr. Wahl and Mr. Edwards for coming and they departed the meeting.

Upon review and discussion by the MainStreet Commission, a motion was made by Mike Clark, seconded by Kim Scalise, to recommend to the Finance Committee that a Façade Grant be awarded to the Avenue Animal Hospital to cover up to 50 percent of the allowable expenses as outlined in the Façade Program Guidelines (not to exceed \$35,000). The grant would apply to only one Pin Number and cannot

be applied for a second time. The petitioner must meet with staff to fine tune the numbers and will provide three estimates from licensed general contractors. There are no façade funds included in the FY13 commission budget; therefore, the commission would appeal to the Finance Committee to support this project. Additionally, although not covered under the Façade Grant, the commission does support the additional public improvements to the property, i.e., landscaping and sidewalk expansion which meet the requirements of the Legacy Code. Vote by roll call: All ayes. Chairman Clark declared the motion carried.

Downtown Tinley Park Update – Cathy Maloney stated that the downtown Tinley Park website is up and running and asked if everyone had an opportunity to see it and if they have been receiving the merchant emails. She mentioned that she hopes more people will participate each month. Mike wants Cathy to contact the merchants that were in the letter to see if they have any positive results to share. Rick asked Cathy to send out more reminders for the merchant email. Cathy said everyone she talks to wants to be a Facebook Administrator. Becky said it would be a good idea to cover this topic at one of the meetings. Cathy stated that we don't have a firm plan for the October meeting. She talked about inviting the leadership of Tinley Park to include the Mayor, Trustees, Park District, Library, etc. and the press to educate people and ask them to promote it to their followers.

Mike noted that the Walking Map covers the area between 165th to 183rd Streets and some side streets. Businesses not located in this area could participate in the email campaign (which goes out to 1500 people) and which would include a sponsor at the top and bottom and also the merchant email. Donna stated that if we are going to need to start a revenue stream next year, we should start building a list now. Donna suggested developing a subcommittee for developing criteria and to bring it back next month to the MSC. Everyone agreed that businesses outside of the Walking Map area should not be included on the map. Mike, Jim and Donna volunteered for the subcommittee.

Benches on the Avenue 2013 Theme Discussion – Nancy presented the group with a list of theme suggestions. The commissioners discussed the pros and cons of each idea for the tenth year of the Benches on the Avenue public art project and decided on a “Fairy Tales” theme. The group felt that the broad makeup of the topic and the colorful possibilities will appeal to the public and especially to families.

Rick suggested temporarily locating the cover photo bench in front of the fountain for the cover shot and purchasing silk flowers for the photo. The commissioners agreed.

Downtown Banners & Hanging Flower Baskets – Nancy updated the group on the hanging flower baskets and her discussions with Alsip Nursery in regard to the color change and fading of much of the foliage this summer. Alsip Nursery has agreed to replace the damaged foliage at no cost to the Village when they receive their new product in February.

Nancy presented the latest design for the downtown banners. The commissioners wanted to add “visit downtowntinley.com” at the bottom; drop the shadow on the tower to make Downtown Tinley more readable and drop “Happy Holidays” to make it more of a winter banner.

Commissioner Reappointments & On-Line OMA Training – Mike noted that the MSC is looking for another commissioner. The group discussed possible new members. Mike asked Nancy to call the four suggested candidates and to issue a personal invitation on his behalf to the next downtown meeting.

He also reminded the commissioners to complete the on-line Open Meetings Act Training as soon as possible and to send the completed certificate to the Clerk's office.

Boo Bash Update – Donna updated the group on the Boo Bash on October 28th from noon-4 p.m. at Zabrocki Plaza. The event will include a costume parade, trick or treating, games, prizes, refreshments and “Thriller” dance instruction.

She also distributed a list of 2013 potential special event dates. The commissioners want to keep the St. Pat’s Parade on the second Sunday of March (March 10, 2013). They also want to add another concert which would make a total of seven concerts.

Trustee Report – Trustee Seaman reported that the mid-year Budget Review is scheduled for November 27th. He indicated that revenue has been strong and that auto sales have done very well this year.

Attic Door Sign Review – Mike asked the commissioners to review the Attic Door sign request. He stated that it does meet the code for height and line of sight, but he does not care for the look of the sign. The group had the following input:

Will the sign be made from a real door, and if so, will the panels be recessed? If so, how will the wording look on top of the recessed panels? The group expressed concern about the size of the sign and how the scale will fit in front of the building if they are using a real door. If it is not a real door, the Attic Door should reconsider the size of the sign as it appears to be too large for the space. Nancy will send the MSC comments to the Planning Department.

Chairman Clark presented Becky Nichols with flowers and a cake to honor her for her many years of service to the MainStreet Commission and the Village of Tinley Park. The commissioners wished her well on her retirement from the MainStreet Commission and thanked her for her involvement.

There was a motion made by Tom Kane, seconded by Rick Butkus, to adjourn the meeting. Vote by voice call: Chairman Clark declared the motion carried and adjourned the meeting at 9:00 p.m.

<p style="text-align: center;"><i>Reminder</i> <i>Next MSC Meeting</i> <i>Wednesday, September 17, 2012</i> <i>6:15 p.m.</i> <i>Kallsen Conference Center</i></p>
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Upcoming Events:

- Boo Bash – Sun., Oct. 28th, Zabrocki Plaza – Noon – 4 p.m.