

Downtown Evanston Executive Committee Meeting
Wednesday, June 13, 8:00am
820 Davis St., Ste. 106

Attendees

Andrew McDonald, *Chairperson*
Tony Marco, *Secretary*
Paul Kogol, *Treasurer*
Marilyn Ruiz
Michael Smylie

Staff

Annie Coakley
Laura Brown

Andrew McDonald officially commenced meeting at 8:03am with a quorum present.

Discussion about office space including Industrious, Maple Parking garage space and importance of functioning as a visitor's center and visibility. Idea of having a kiosk at Fountain Square to have information.

Meeting Minutes

Andrew asked for a motion to approve the meeting minutes from June 9, 2018. Paul noted to edit the first sentence under the Treasurers report. Paul motioned to approve meeting minutes with correction. Marilyn seconded. Meeting minutes approved.

Treasurers Report: Paul Kogol

- Paul and Annie met with Kristin, accountant, about reforecasting 2 times per year opposed to monthly
- Annie noted we are under on sponsorship in YTD due to street pole banner and Oktoberfest that will come in later
- Paul commented again that we are on target with budget
- Printing costs will be reflected in the July budget
- Tony asked if we will use the full \$10K allocated for professional development
 - o Annie noted that we shifted \$5K for the Church Street mural and will review at next meeting with Kristin
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Staff Reports: Annie Coakley

Events

- Thursday Night Live is going well. Rio Bamba is tomorrow night.
- Sidewalk Sale & Chalk Art Contest – 30 businesses interested in participating
- Lock Chicago Scavenger Hunt in downtown Evanston (family-friendly event) "Unlock Evanston" in early September
- Fountain Square Grand Opening event combined with PR event – possible date is September 6

SSA Reconstitution

- Advisory Committee will kick off soon; Annie will update after meeting today
- Annie is meeting with PLACE today about the process which we expect to be fairly straight forward because we are not changing the geography but may try to raise the rate to increase Downtown Evanston's budget
- Andrew brought up the idea about extending district north but Annie noted the North Downtown Plan is on hold so there is no immediate plan for that area

Real Estate

- Discussions about converting US Post Office on Davis St. into a new use and creating satellite post office
- Marilyn asked about office space and future developments

Economic Development

- Restaurant workforce development – possible partnership with National Able Network to bring restaurants to an existing event
 - o Mike commented that it is very difficult to hire people to work in restaurants
 - o There is a lack of awareness that there are jobs available at these restaurants
 - o Annie commented that DTE could post an ad in *Hoy* and/or other publications in Highwood (Mike commented that he will pay Metra fee for staff)
 - o Build a list of contacts for restaurant jobs in Evanston
 - o DTE could create a webpage that lists restaurants looking to hire staff to link to ads
 - o How to better support restaurants?
 - Marilyn noted that there is a hiring event at Instituto Instituto del Progreso Latino on August 3
 - o Connect with Illinois Restaurant Association
- Instagram class – June 27 at Evanston Rocks had about 60 people
- Influencer Food Tours – May 22 and June 12
- Windows Matter workshop: 16 businesses want to be a part of the program and we only have 6 openings. We conducted a lottery to select 6 businesses.
- Panhandling is an ongoing issue

Placemaking

- \$5K Real Estate grant is still in process and now there is a new point of contact
- Church Street Mural: artists selected – Anthony Lewellyn and Andrew Zimmerman; have total \$26K for the project; artists will collaborate on the two walls; designs were shared and provided feedback
- Banner Program: reaching out to businesses late July

Retail/Restaurants

- Colectivo Coffee opening in September
- Kilwin's opening in fall
- The Merion commercial vacancy
- Church Street Plaza has lots of vacancies; Furious Spoon is for sale

Meeting Adjourned

Andrew adjourned meeting at 9:00am

Upcoming Meetings

- Next Executive Committee meeting is Wednesday, August 8, 8:00 am at Industrious, 909 Davis St., Ste. 500