



## Village of Lincolnwood Economic Development Commission

### *Meeting* **Wednesday, January 27, 2021** **8:00 A.M.**

In accordance with the recently adopted amendments to the Illinois Open Meetings Act permitting the Economic Development Commission (EDC) to conduct a virtual EDC meeting, members of the public are allowed to be physically present in the Village Board meeting room in Village Hall at 6900 North Lincoln Avenue, subject to room capacity and social distancing requirements. Accordingly, the opportunity to view the virtual meeting at Village Hall is available on a “first come, first-served” basis. Those members of the public present at Village Hall will be able to provide real-time comments in person on the computer available in the Council Chambers.

Those wishing to submit public comments in writing may do so by emailing comments to [JLitz@lwd.org](mailto:JLitz@lwd.org) prior to the commencement of the meeting. Emails received will be provided to the EDC in advance of the meeting, or read aloud during the Public Forum item on the agenda. We ask that you keep your emailed comments to under 200 words to allow time for others to be heard and for the Commission to progress through the public meeting agenda. Thank you for your understanding of these guidelines.

### **Meeting Agenda**

- 1. Call to Order/Quorum Declaration**
- 2. Minutes Approval**  
December 16, 2021 Meeting\*
- 3. Update on Commercial Occupancy Rate and Sales Tax Revenue\***
- 4. Update from Lincolnwood Town Center Mall Manager**
- 5. 2021 EDC Biennial Report Draft and Discussion\***
- 6. Reports\***
- 7. Other Business**
- 8. Public Forum**
- 9. Prospective Businesses Forum**
- 10. Adjournment**

*\*Commissioner Enclosures*

*The next scheduled meeting of the Economic Development Commission is on February 24, 2021*

**Posted Date: January 22, 2021**



## **Economic Development Commission**

**Wednesday, December 16, 2020  
Held in Village Council Chambers &  
Via “GoToMeeting”**

**Commissioners Present:** Chairman James Kucienski, Vice Chairman James Berger, Rivak Albazi, Myles Berman, Maureen Ehrenberg, Tim Garcia, Jennifer Spino, and Leonard Weiss

**Commissioners Absent:** Joe Spagnoli

**Staff Present:** Community Development Director Scott Mangum, Development Manager Doug Hammel, Management Analyst Jake Litz, Finance Director Robert Merkel

**Village Board Liaison:** Trustee Atour Sargon

### **1. Call to Order/ Quorum Declaration**

Noting a quorum of eight members present electronically, the meeting was called to order by Chairman Kucienski at 8:01 a.m.

### **2. Minutes Approval**

Chairman Kucienski asked the Commission if any edits were to be made to the October 28, 2020 meeting minutes. Hearing no corrections, Chairman Kucienski called for a motion to approve the minutes. Commissioner Berman moved and Commissioner Berger seconded the motion. There was a consensus to approve the minutes.

Development Manager Hammel then introduced Scott Mangum, the new Community Development Director. Mr. Mangum then briefly addressed the EDC.

### **3. Update on Northeast Industrial District (NEID) TIF Conceptual Development Plan**

Mr. Hammel provided a recap of the NEID TIF Conceptual Development Plan. He stated that the Village Board adopted a resolution approving the plan at the Village Board meeting on the previous evening. He then reviewed the background information of the area being discussed as well as some the components that went into the development of the plan.

Mr. Hammel overviewed the primary components of the plan including the development framework. One of the primary features of the plan was extending Capitol Drive to intersect with Northeast Parkway and the addition of a Main Street. The addition of these roads would break down the area into smaller developmental sub-areas. The area would encompass a variety of land uses. The conceptual plan would develop the area into a comprehensive creative district. Mr. Hammel then outlined each of the sub-areas and reviewed the various developments that could be implemented in each area. The first sub-area is the Main Street/Experimental Corridor, the second is the North Capitol Drive sub-area, the third is the South Capitol Drive sub-area, and the fourth is the remaining Commercial Outlots. He then displayed the implementation plan and marketing components.

Next, Mr. Hammel discussed the EDC's role in the implementation phase of the Conceptual Development Plan. He looked for direction from the EDC on any actions that staff can begin as part of the implantation process. Chairman Kucienski commented on the housing development depicted in the plan. He stated that the School District may have an issue with this component of the plan. He said that staff should determine the potential tax revenue these developments could generate. Commissioner Ehrenberg echoed the Chairman's comments. She reiterated the need for an analysis of potential tax revenue. Commissioner Weiss stated that the Lincolnwood Town Center Mall owners should be contacted as soon as possible. He said that it was imperative that they are made aware of this plan. Commissioner Berman said that funding is the critical component of the plan. He stated that there is a need to align funding sources to specific aspects of the project(s). He then asked if the marketing component would be conducted on a strictly internal level or if an outside agency would be utilized. Development Manager Hammel said that it would start internally. Additionally, Mr. Hammel stated that if there was a need for additional marketing efforts, this item could be revisited in the future.

Commissioner Garcia asked if the consultant provided a route to establish momentum in terms of implementing a plan of this nature. Mr. Hammel said the plan did not capture this component. However, he stated that the Village needs to create excitement and opportunity to get a project that fits into the plan. He said, this includes contacting current property owners and reaching out to the development community. Commissioner Garcia said staff should confirm the community's support of the plan. Commissioner Ehrenberg said staff should get a sense of market conditions to better understand what types of development are in demand.

#### **4. Reports**

Development Manager Hammel provided an update on developments in Lincolnwood. His update included the following locations: 6699 North Lincoln Avenue, 3921 West Touhy Avenue, Porsche Lincolnwood, and Zeigler Cadillac.

**5. Other Business**

Mr. Hammel announced that Finance Director Robert Merkel would be retiring at the end of the year. He thanked Mr. Merkel for his tenure with the Village. Those comments were echoed by Chairman Kucienski.

Commissioner Berman asked about Mr. Mangum's background. Mr. Mangum provided a brief background and stated that he would share his resume with the EDC.

**6. Public Forum**

There was no public comment.

**7. Prospective Businesses Forum**

No business was discussed.

**8. Adjournment**

Commissioner Berman moved for adjournment and was seconded by Commissioner Spino. By consensus, the meeting was adjourned at 9:09 a.m.

Respectfully submitted:

Jake Litz  
Management Analyst  
Fire Department/Community Development



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# MEMORANDUM

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**TO:** Chair and Members  
Economic Development Commission

**FROM:** Jake Litz, Management Analyst

**DATE:** Wednesday, January 27, 2021

**SUBJECT:** **Item #3—Update on Commercial Occupancy and Sales Tax Revenue**

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## **Background**

In January 2020, former Community Development Director Steve McNellis conducted a study of the commercial occupancy rate in the Village of Lincolnwood. The study only focused on the Village's seven arterial streets (Touhy, Cicero, Devon, Crawford, McCormick, Lincoln, and Pratt). Medical-use facilities, storage facilities, and buildings designed as office-use were not included in the analysis.

The study found that Lincolnwood had 1,581,972 square feet of commercial property with roughly 164,093 square feet of vacant commercial property. At the time, the Village's commercial occupancy rate was 89.63%, leaving a vacancy rate of 10.37%.

## **2021 Study on Commercial Occupancy**

In January 2021, the same study was conducted in an attempt to gauge the economic effects of the COVID-19 pandemic. Using the same methodology and caveats as the 2020 study, the 2021 study found that the Village's commercial occupancy rate is 89.07%, leaving a vacancy rate of 10.93%. The nominal change in data from year-to-year falls within the margin of error. There was no statistically significant change in the Village's commercial occupancy rate.

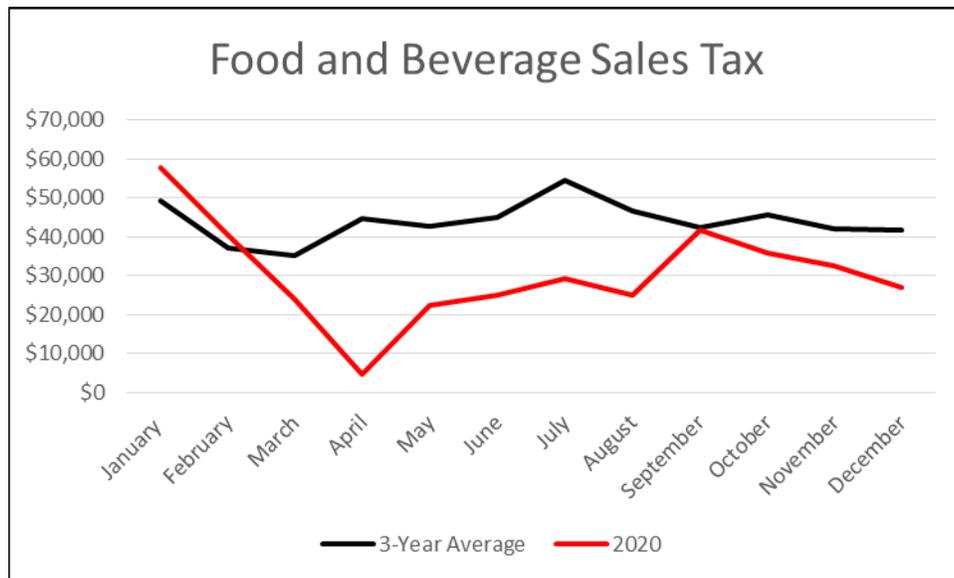
The Lincolnwood Town Center Mall (LTC) is the largest commercial space in the Village and accounts for approximately 25% of the total commercial square footage. In January 2020, the LTC had an occupancy rate of 81%-83%. In January 2021, the LTC has an occupancy rate of 79%. Even if the LTC is removed from the equation, the Village did not have a statistically significant net gain or loss in vacant commercial square feet.

Some notable business losses included Revive Designer Bathrooms at 6917 N. Lincoln Avenue and Art of Smoke at 4706 W. Touhy Avenue. However, while the Village lost a few businesses, several others took the place of previously vacant spaces.

## Sales Tax Revenue Analysis

### *Food and Beverage Sales Tax Revenue*

Staff conducted an analysis of the Village's sales tax revenue to further assess the impact of the COVID-19 pandemic. The Village receives 3 different types of sales tax, Food and Beverage Sales Tax, State Sales Tax, and Home Rule Sales Tax. Staff first conducted an assessment of Food and Beverage Sales Tax exclusively to establish an economic indicator of the success of Lincolnwood restaurants in 2020.



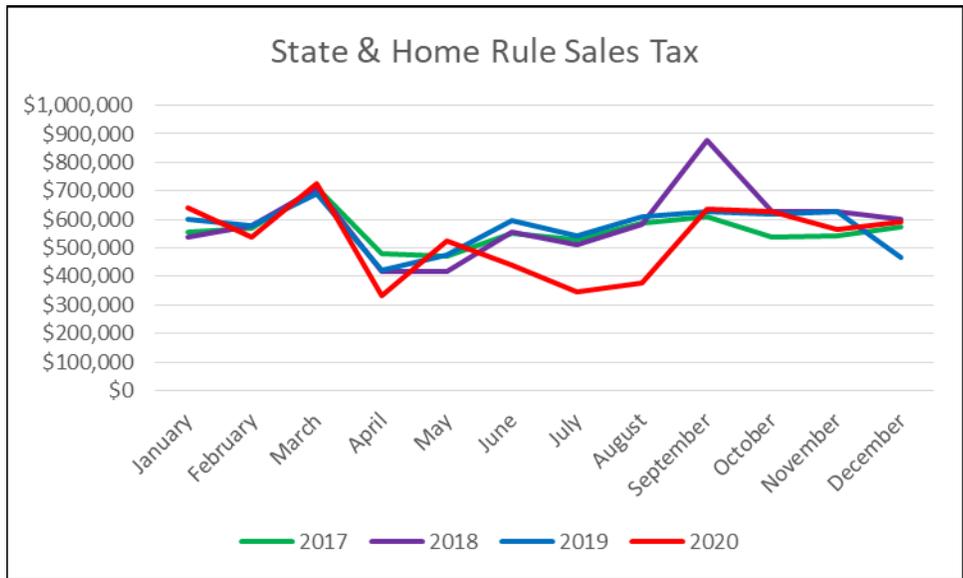
Month-to-month totals were calculated for the previous 4 calendar years. Monthly averages for 2017, 2018, and 2019 were calculated together to establish a 3-Year Average. 2020 was then compared to the 3-Year Average to establish how each month in 2020 compared with the previous 3 years.

At the end of March 2020, many restaurants in Lincolnwood began to shift their business models to carry-out and delivery only, due to State restrictions on indoor/outdoor dining. It is worth noting that the Food and Beverage Sales Tax increased by 0.25% in May 2020. At the end of May 2020, the Village reopened outdoor dining for its restaurants. In July 2020, indoor dining began to reopen for many Lincolnwood restaurants. Food and Beverage Sales Tax revenue had essentially recovered to the pre-pandemic averages by September 2020. However, at the end of September 2020, the State of Illinois reissued restrictions that limited restaurants to outdoor dining exclusively. With exclusively outdoor dining and colder temperatures, Food and Beverage Sales Tax revenue began to drop below month-to-month averages once again.

### *State and Home Rule Sales Tax Revenue*

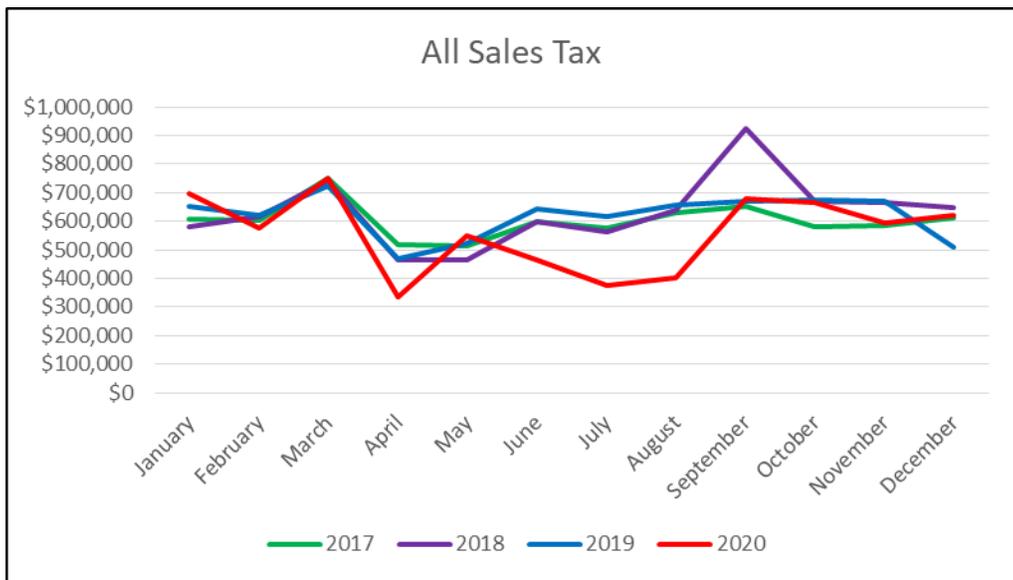
To assess the rest of the Lincolnwood business community, Staff conducted an assessment of the State Sales Tax Revenue and Home Rule Sales Tax Revenue. In general, 2020 followed a similar month-to-month trend of revenue as the previous 3 years. However, the months of June, July and August produced significantly lower revenues than the 3-Year Average.

From September until the end of 2020, State Sales Tax and Home Rule Sales Tax revenue had essentially recovered to pre-pandemic levels.



*All Sales Tax*

Lastly, to document the total overall impact to all Lincolnwood Sales Tax revenues, staff calculated the month-to-month variance of all 3 types of sales tax over the last 4 calendar years. The aforementioned patterns and trends can be seen when all of the data is compiled together.





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# MEMORANDUM

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**TO:** Chair and Members  
Economic Development Commission

**FROM:** Jake Litz, Management Analyst

**DATE:** January 27, 2021

**SUBJECT:** Biennial Commission Report

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## **Background**

Every two years, each advisory body to the Village Board provides a Report detailing the activities of that body and meets with the Village Board to discuss that report during a Committee of the Whole meeting. The purpose of the Report and meeting is for the Village Board to not only review the activities of the recommending body, but also provide any comments or direction. The last report from the EDC was in January 2019, so a new Biennial Report is now due.

## **Discussion**

Attached for EDC review is a draft Biennial Commission Report. Prior to next Wednesday's meeting, the Commission should review this draft. There is also a section of the report dedicated to identifying any specific comments or questions the Commission may have of the Village Board as well as proposed activities/goals. Please be prepared to discuss the report, as well as any concerns or comments you believe should be included for Village Board consideration. Staff will incorporate the Commission's feedback into the report and will seek formal action at the February EDC meeting.

## **Documents Attached**

1. Proposed 2021 Biennial EDC Report

## **Village of Lincolnwood Village Board Committee of the Whole**

**Commission:** Economic Development

**Chairperson:** James Kucienski  
Vice Chair James Berger  
Rivak (Rocky) Albazi  
Maureen Ehrenberg  
Myles Berman  
Jennifer Spino  
Leonard Weiss  
Tim Garcia  
Joe Spagnoli

Previous EDC members who served during this report period:  
Patrick McCoy (Past Vice Chair)  
Peter Dyer

### **Summary of Significant Activities of the Previous Two Years:**

- Recommended
  - FY 2020 and FY 2021 TIF Budgets
  - 7250 North Cicero Avenue PEP Grant Request
  - Opt-out of the Cook County Minimum Wage and Sick Leave Ordinances
  - Lincolnwood Business Re-Opening Strategies and Initiatives
    - Outdoor Advertising
    - Outdoor Dining
  
- Reviewed/Considered
  - Current/Upcoming Development-Related Projects
  - Community Branding Project
  - Workshop on Targeted Business Development Areas
  - Presentation by Lincolnwood Town Center Mall Manager
  - Update on Pace Bus and CTA data in Lincolnwood
  - Updates on District 1860 Project
  - Visioning Exercise—Commercial/Industrial
    - Northeast Gateway Focus Area
    - South Gateway Focus Area
  - Presentation on COVID-19 Impacts to Business and Re-Opening Strategies
  - Update of Results from Business Survey and Roundtable
  - Updates on Lincolnwood Business Re-Opening Strategies and Initiatives
  - Updates on Northeast Industrial District (NEID) Sub-Area Plan and NEID TIF Conceptual Development Plan
  - Updates from Lincolnwood Town Center Mall Management

- Updates on Lincolnwood's Commercial Occupancy Rate and Sales Tax Revenue

**FY 2021-2023 Anticipated Activities/Goals**

- Continue to review economic incentive requests
- Continue to review TIF budgets annually

**Specific Questions or Comments for the Village Board:**

- *(Questions Per EDC)*



**Village of Lincolnwood**  
**Community Development Department**  
**New Business Licenses**  
**December 3, 2020 – January 21, 2021**

<b>Business Type</b>	<b>Business Name</b>	<b>Business Address</b>	<b>Contact Name</b>	<b>Telephone Number</b>
Retail Establishment	Paint-n-Party	3333 West Touhy Avenue, Unit A11A	Joanna Djurickovic	(847) 902-2262
E-Commerce/Wine Retailer	Wynetyne	7080 N. McCormick Boulevard	Scott Judy	(312) 925-9964