

Village of Richmond  
5600 Hunter Drive  
Community Development Committee  
Regular Meeting – 5:30pm  
Minutes for July 28, 2015

Meeting was called to order at 6:20pm by Scott Drabant

Roll Call: Scott Drabant, David Nelson

Other Present: Debbie and Gary Tiritilli

Approval of Minutes: Motion to approve the minutes as written for July 14, 2015 was made by David Nelson, seconded by Scott Drabant. Motion was passed by unanimous voice vote.

Unfinished Business:

- a. Discuss Community Development: CMAP update – the CMAP Committee called to arrange a 30 minute conversation with Scott Drabant to discuss the grant application. This is the next step in the process of awarding a grant.

Events:

- Fall Festival/wine walk – The Chamber of Commerce is having a Richmond Wine on September 26<sup>th</sup>. In working with the Chamber they have indicated they are looking to have vendors and crafters. CDC is considering a fee of \$25.00 per vendor or crafter.
- Family BBQ Fest at RHC - Still working on details
- Farmer's Market 2016 - Details are being worked on.
- Jim May – The event is scheduled for October 24, 2015 at Memorial Hall. Scott has not heard from Jim May.
- Village Picnic in conjunction with the Fire Department - Working on the details.
- Movie Night – Scott is working on the purchase of a movie projector. Has a source, just waiting for further information.

- b. Update of Village Website - Businesses/Properties –Confirmed that Location One is a free website for the Village to post available property. The properties for sale or lease as provided by Joyce McArdle will be posted shortly.

Joyce McArdle has submitted for processing by the Village staff 45 new business contacts to be sent out by July 31<sup>st</sup>.

Look into who owns the land on the SW corner of Rt 31 and Rt 12 and consider annexation into the Village.

- c. Ordinances: Chapters 6: Signs – it has been noticed that there are a lot of sign violations by several businesses. Scott Drabant and David Nelson will be submitting a list to the Police Chief for handling.

Also, have the owner of the building with the Richmond Coffee sign remove said sign since the business is gone. Additionally, have the sign painted on the window of Off Broadway Coffee removed and evaluate the safety of the table and chairs located on the sidewalk so near the doorway.

Chapters 2: Board of Trustees; Chapter 3: Village Administration; Chapter 23: Liquor; will be discussed at a later meeting.

Chapter 14: Offenses against Public Peace, Safety and Morals. Motion to pass on to the Village Board an addendum for consideration to handle the issue of air rifles was made by David Nelson and seconded by Scott Drabant. Motion was passed by unanimous voice vote.

Public Comments: None

New Business:

- a. Village Welcome Signs – Motion to pass on to the Village Board an addendum to the Sign Ordinance to include the Village Welcome Signs was made by Scott Drabant and seconded by David Nelson. Motion was passed by unanimous voice vote.
- b. Permit Procedure: Still under discussion the permit process and new application form. Also, will be requesting from the staff a log of all permits from the prior two weeks for review. In addition, requesting a list of all permits issued for the years of 2012, 2013 and 2014 and from Jan, 2015 to present.
- c. Ordinance changes, if any – working on Sidewalk Café wording.

Scott Drabant will be meeting with an architect at Memorial Hall on Friday at 5:30pm to review the stairs and ramp.

Food Pantry – Since the purchase of the building they were interested in has not worked out it was suggested the Village look into having the Village attorney determine who owns “Dorothy’s House” and the possibility of procurement.

Motion to adjourn was made by David Nelson and seconded by Scott Drabant. Motion was passed by unanimous voice vote.

The next meeting will be Tuesday, August 18, 2015 at time 5:30pm in the Village Hall.

Meeting was adjourned at 7:50pm.

Minutes by Debbie Tiritilli