

MINUTES
CITY OF WOODSTOCK
OLD COURTHOUSE AND SHERIFF'S HOUSE ADVISORY COMMISSION
August 15, 2016
City Council Chambers

A Regular Meeting of the City of Woodstock Old Courthouse and Sheriff's House Advisory Commission was called to order at 7:00 PM by Commissioner Tammy Townsend-Kise on Monday, August 15, 2016 in the Council Chambers at City Hall.

A roll call was taken.

COMMISSION MEMBERS PRESENT: Lynde Anderson, Jim Campion, Trisha Doornbosch, Jim Prindiville, Tammy Townsend-Kise, and Joseph White.

COMMISSION MEMBERS ABSENT: David Stumpf and Chairman Dennis Sandquist

STAFF PRESENT: City Planner/Staff Liaison Nancy Baker.

OTHERS PRESENT: City Clerk Cindy Smiley

ELECTION OF CHAIRPERSON PRO-TEM

Motion by J. White, second by J. Prindiville, to nominate Commissioner Tammy Townsend-Kise to serve as Chairperson Pro-Tem of the Commission in the absence of Chairman Dennis Sandquist and Vice-Chairman David Stumpf.

Ayes: L. Anderson, J. Campion, T Doornbosch, J. Prindiville, T. Townsend-Kise, and J. White.
Nays: none. Abstentions: none. Absentees: D. Stumpf and Chairman D. Sandquist. Motion carried.

APPROVAL OF MINUTES

Motion by J. Campion, second by J. Prindiville, to approve the minutes of the July 18, 2016 regular meeting of the Old Courthouse and Sheriff's House Advisory Commission as presented.

Ayes: L. Anderson, J. Campion, T. Doornbosch, J. Prindiville, J. White, and Chairperson Pro-Tem Chairperson Pro-Tem T. Townsend-Kise. Nays: none. Abstentions: None. Absentees: D. Stumpf and Chairman D. Sandquist. Motion carried.

Motion by J. Campion, second by L. Anderson, to approve the minutes of the May 19, 2016 special meeting of the Old Courthouse and Sheriff's House Advisory Commission as presented.

Ayes: L. Anderson, J. Campion, J. Prindiville, J. White, and Chairperson Pro-Tem T. Townsend-Kise. Nays: none. Abstentions: T. Doornbosch. Absentees: D. Stumpf and Chairman D. Sandquist. Motion carried.

PUBLIC COMMENT

There were no public comments.

DISCUSSION OF FUTURE USE RESEARCH

N. Baker stated that she has once again included in her report the list of criteria for evaluation of potential uses of the Old Courthouse and Sheriff's House that was developed by the Commission previously, as well as the most recent survey results and comments. She stated that the survey shows some interest in a microbrewery but noted this has been previously explored by the Economic Development staff with little positive response from potential microbrewery or brew pub developers who prefer a stand-alone facility with more parking.

A brief discussion followed of a food-based incubator located in a historic building in East Troy, Wisconsin, with J. Prindiville noting it is owned by a farm family who have developed a successful farm-to-table business. He noted it is located in a vacation area with proximity to Milwaukee and, while there is a Square, East Troy is nothing like Woodstock.

In response to a suggestion from Chairperson Pro-Tem T. Townsend-Kise that the Commission should obtain more information about this facility, J. White stated he is not known whether that building had to be renovated. He stated that the Old Courthouse and Sheriff's House needs funding and the City must find a source for this. He opined that perhaps the City should decide what the public wants and then think about how much this would cost and consider a referendum for this amount. He suggested determining what the price tag is for restoring the buildings and then sell this to the public. In response to comments that the public would not support a referendum, Mr. White stated that frequently this is true the first time but then many times with more education a referendum will pass a second time. He also opined that the Commission has not made significant progress in developing a vision for the building and stated his feeling the public is beginning to ask what the result is of all the Commission's meetings. He noted his feeling of a sense of urgency to find out what it will cost to develop this project. He further opined that an incubator will not create jobs or bring people to Woodstock to spend money on the Square but rather the buildings should be developed into a destination that people will want to come to. He noted that people seem to want fine dining.

In response to a question from Chairperson Pro-Tem Townsend-Kise, Mr. White stated his opinion that the Commission needs to start eliminating uses because years could be spent coming up with and reviewing great ideas that are just not going to happen. He stated every day the buildings are empty, the City is losing money and opportunity. He opined that the Commission should come up with a vision that includes fine dining and an arts component that will attract people to the Square.

J. Prindiville offered to research the East Troy project but opined that this probably will not give the City the solution it is looking for as the Old Courthouse and Sheriff's House are massive public buildings in need of renovation.

J. Prindiville stated it would be difficult to just open the project up to the free market and that the Commission should figure out what should be done with the buildings. He noted his feeling that this is the Commission's challenge and that it will take time. He opined that if a lot of the things mentioned were viable, the private sector would already be doing them.

J. White noted that Niko's is a very successful restaurant and that its owner has restaurant experience with several other restaurants. He suggested contacting him to get his suggestions and opinions concerning the Old Courthouse. J. Prindiville opined that the Old Courthouse is a very complicated project.

J. White stated he does not see a museum usage, as that would bring one-time visitors. He noted he would rather see a destination. He opined that most suggested uses would not bring in money.

At the suggestion of Chairperson Pro-Tem Townsend-Kise, the Commission began to review the research done by the various Commission members.

Noting she had visited and researched 1871 in Chicago, T. Doornbosch stated this is a very successful tech business incubator located on the 12th floor of the Merchandise Mart in Chicago. She stated it is run as a not-for-profit with sponsorships and membership fees. She suggested that Commission members visit 1871's website as she was not allowed to take photographs. Ms. Doornbosch stated the facility provides mentors, partners, investors, developers, and customers to tenants, as well as classes, lectures, and seminars and that there could be a partnership component with higher education. She stated the facility provides conference room space and event space as well and is open to the public.

Ms. Doornbosch noted, per 1871, the elements of a workable incubator program are:

- Not-for profit business structure
- An open space with divided offices and conference rooms off the main area
- A tiered membership program
- Corporate sponsorship
- Partnerships with higher institutions
- Regular event schedule with programming suitable to start-ups as well as the general public.

Ms. Doornbosch stated her feeling that if this is determined to be a viable use for the Old Courthouse, it should be a small business and arts incubator. She also stated many universities are associated with 1871 and opined that perhaps The Old Courthouse could partner with higher education as well.

Ms. Doornbosch stated the concept would be if someone wished to start a small business, the Old Courthouse facility would provide everything needed. She noted the Old Courthouse could serve as the main building but that other vacant buildings throughout Woodstock could also be part of the concept if a different type of space is needed.

Ms. Doornbosch also called the Commission members' attention to Serendipity Labs, which is a similar concept done through franchise opportunities. She supplied the URL for Serendipity Labs and urged the Commission members to visit the site.

Discussion followed of this concept, including of the rent structure with Ms. Doornbosch stating her feeling that the tenants may not pay market rate. In response to a question from J. Campion, Ms. Doornbosch stated she would see the City retaining ownership of the building for this use, with it being run by a not-for-profit organization. Mr. Campion reminded the Commission that someone must spend \$4 to \$5 million to bring the building into a state where any use can take place and in this scenario it would seem to be the City. Ms. Doornbosch stated the building would have to be brought to a usable condition and then someone will build out for a specific use.

J. White suggested repairing the building to bring it up to code and then market it, noting it is difficult to market a building that is in distress. He opined that the Commission should be looking at getting the building up to code. Following a brief discussion and in response to a question from J. Campion, N. Baker stated the aforementioned figures are working to bring the building to code. She further stated this does not mean that the building is up to code because until what is going into the space is known, what needs to be done to bring it up to code cannot be completed as different uses have different code requirements. J. White stated the improvements made to date and those being discussed are just the first pass, but then there will need to be another go-round to be able to market it correctly. He stated the Commission has not made progress in eight months and is still discussing use ideas. He expressed his frustration with this process.

In response to comments from Chairperson Pro-Tem Townsend-Kise concerning the recommendations made by the Urban Land Institute to renovate the Old Courthouse so that it could be used for any type of use, N. Baker stated they cautioned the City not to do anything to the building that would restrict its use.

J. Prindiville stated his feeling that the City has been moving along aggressively with its goals including the new dome and roof and new water lines. He stated the water lines help get the building ready for sprinkling should that be required. He opined that the money spent thus far has been well spent and stated it would not make sense to spend money on something that ultimately would not be required.

J. Prindiville also stated his feeling that the Commission is moving along appropriately, talking about ideas that need to be discussed before conclusions and decisions can be made. He stated he would not like to see decisions made without considering all ideas.

Mr. Prindiville then stated the window project is set to be awarded by Council this week and the TIF is in place as a funding mechanism. He stated there this is a very strong anti-property tax increase feeling and opined that a referendum would not be supported.

Chairperson Pro-Tem Townsend-Kise recounted her experience working on a similar project in Wyoming, noting that it was a multi-year process. She expressed her understanding of Commissioner White's frustration, but stated it may not be possible to move at a faster pace.

A brief discussion ensued of other incubator-type space available in Woodstock noting that these are really a type of office support. T. Doornbosch stated she envisions the Old Courthouse incubator as not just renting out space but also support in actually beginning a business such as arranging for seminars or tax help in how start up or run a business.

It was the consensus of the Commission to wait until Commissioner Stumpf is present to review his proposal. N. Baker will include this in the agenda for the September meeting.

Chairperson Pro-Tem Townsend-Kise asked J. White to present his research on uses of other old courthouses.

Commissioner White stated the old St. Louis Courthouse has a connection with the Underground Railroad which made it eligible for sponsorship and some funding from the National Parks

Service. He stated that, unfortunately, he could not find any such connection that would provide such funding for the Old Courthouse.

He then provided information on the Old Napa courthouse which is going through a process much the same as the Old Courthouse. He stated the Napa County Board of Supervisors approved a \$3.3 million contract with AECOM to design and manage the project and suggested that perhaps this firm may be interested in coming in to look at the Old Courthouse. He opined that because this is an architectural and engineering firm this may be a consolidation of those functions for the Old Courthouse and result in a savings cost. He also stated that this firm may be able to provide some information about older buildings. He suggested inviting them to take a look at the Old Courthouse and provide information.

In response to a question from J. Prindiville concerning whether this firm would do 3-D imagine, Commissioner White stated he believes they do but is reluctant to reach out to them. He stated he would like to bring another set of eyes to the project from someone who is familiar with digging into old buildings and opined that perhaps they would do this at no cost with an eye to getting the business. He stated he would like to get a better idea of what it will cost to renovate the building and would like to leverage this firm's intelligence and experience.

Chairperson Pro-Tem Townsend-Kise asked Ms. Baker for some insights on the estimates the City already has and at what point may the Commission want to bring in someone to give additional opinions. Ms. Baker stated it would depend upon what the Commission is really looking to find out. She also stated for any company to develop a cost estimate without incurring substantial costs which would be passed on to the City would not result in any better numbers than the City has now. She noted that the work must be looked at on a project-by-project basis such as what are the costs to do the windows, what are the costs to do the outside, what are the costs to do to the Court Room. Then, she stated, when you know the uses, you can get a better idea of the costs associated with a particular use.

Chairperson Pro-Tem Townsend-Kise stated the question always seem to come back to use.

Commission L. Anderson stated he has visited the Old St. Louis Courthouse and noted it is a very interesting building which is attractive and feels like a museum. He stated the National Park Service has put a lot of money into its restoration and that it would be wonderful if the federal government would come in to Woodstock to do the same. Unfortunately, he stated, the Old Courthouse does not fit the criteria of the National Park Service. He then discussed the Pullman artifacts noting they are split between other locations. He opined that the Debs' connection is not strong enough to bring them to Woodstock. J. Prindiville opined that it would be worth looking into and briefly discussed the Pullman area of Chicago.

It was the consensus of the Commission to discuss this in more detail at the September meeting when Commissioner Stumpf is present.

Chairperson Pro-Tem Townsend-Kise reviewed her meeting with EMH stating that it is currently only drawing from within the County but if it were to expand, it would be a good fit with the Old Courthouse. She stated she will present a report and more information at the September meeting.

Chairperson Pro-Tem Townsend-Kise asked the Commission members to refer to the list of potential uses included in the meeting packet and opened the floor for general discussion asking if the Commission felt any could be eliminated.

At the suggestion of J. White, who made the original suggestion, it was agreed that the Congressional Library use be eliminated.

Discussion followed of the Community Center and Museum uses. J. Prindiville stated his original suggestion was to combine a Visitors' Center, Museum, and Community Center. He opined that the decision on ownership would be important to the viability of these uses. In response to a question from J. Campion, J. Prindiville stated his idea of a Community Center is a place where the public could hold events such as film screenings or wedding receptions and that could be set up in a variety of ways for a variety of public uses. He stated it would be a public building for use by the community but there would have to be other uses as well. He described such a facility in Lake Forest.

In response to a question from T. Doornbosch concerning the fine dining use, Chairperson Pro-Tem Townsend-Kise stated, with the resignation of Commissioner Kurtz-Osborne, there has been no research done on this use. She noted the Education and Dining use assigned to Chairman Sandquist and herself was a culinary school. In response to a question from Chairperson Pro-Tem Townsend-Kise, Commissioner Campion stated he would research Fine Dining using the criteria previously established by the Commission.

Commissioner Anderson stated he would have a report and information concerning Arts at the September meeting. Commissioner Doornbosch requested that this discussion include an Arts Incubator. It was the consensus of the Commission that small business be included in the incubatory concept.

It was the consensus of the Commission that the only use to be eliminated is the Congressional Library.

T. Doornbosch stated she would like to know how the buildings are being marketed and asked if a proposal is made for the buildings, is there a set of criteria by which the proposal would be measured. She also stated she would like to take residential use off the table.

T. Doornbosch stated she feels the Artspace Study report should have been received by now and asked that City Staff follow-up on this. She stated she would like a reason if it is not on the next agenda. Chairperson Pro-Tem Townsend-Kise stated having served with the Artspace group, she is aware that the report has been drafted and reviewed by the individuals who served on the group. N. Baker stated one reason it has not been released to the Commission or the public is that the City has a long-standing practice that it be released to the City Council first. She further stated that she does not believe the City is in possession of the final report and believes that it will be on the Council's agenda for the first meeting in September which would mean it could be on the Commission's September Agenda.

In response to a question from the Commission about is done if someone comes in with a proposal and how the Economic Development Department markets the buildings, N. Baker stated the Old Courthouse is not being actively marketed as it is not suitable for additional tenants and a targeted

market has not been identified. She noted if someone came in with a strong concept Staff would certainly look at it and the Commission would be made aware of it.

A discussion ensued concerning the RFP process with the opinion being expressed that perhaps the City should issue a general RFP to see what types of proposals are submitted. J. Prindiville stated that specific information must be included in an RFP in order for potential respondents to determine interest and whether it would be feasible to submit a proposal. He also noted that there is a 35,000s.f. finished building being marketed on the other side of the Square that has not yet been sold. He stated the Old Courthouse presents a unique, complicated, special project that will take some time to work through.

J. White discussed how the building could be marketed, including placing an advertisement in Crain's Chicago Business. He opined that perhaps there is an insurance company who might see the ad and wish to located in Woodstock.

Chairperson Pro-Tem Townsend-Kise suggested that marketing of the building be placed on a future agenda for more detailed discussion when Economic Development Director Garrett Anderson can be present.

VISUALIZING THE OLD COURTHOUSE FOR FACILITY PLANNING, MARKETING AND CONSTRUCTION

Speaking about 3D renderings, J. White stated it is too early to engage an architect to do this because the City does not know what it wants. J. Prindiville stated it was his understanding from the last meeting that this model of the building could be created and then be modified as uses are discussed or determined. J. White stated it comes down to money and whether the City wishes to invest \$20,000. He noted that it is frustrating because the Commission would be asking for a price on something when it does not know what it wants.

J. Prindiville asked about the possibility of creating the 3D model and then modifying it, as was his understanding from the previous meeting to which the J. White responded the City Council will want to know why the Commission wishes to spend this money. J. Prindiville responded that it would help to share the project with the public, could be used as a marketing tool, and help create a vision for the building as well as the reasons stated in Commissioners Stumpf's and White's report. He opined if the model could be modified to help envision the various uses it would be money well spent in the grand scheme of the project.

J. White stated this is how buildings are built but that he does not know if the City is ready for this. He stated the City would have to reach out to an architectural firm to come to Woodstock to visit the building. J. Prindiville suggested obtaining a quote.

In response to a statement that perhaps it would be a good idea to go to a university with an architecture program to see if a class would like to take this on as a project, L. Anderson stated Judson University, University of Illinois-Circle, and IIT all have Architecture programs.

L. Anderson stated creating a 3D model is not as simple as it is being made out to be. He noted that someone must tell the architectural staff what is to be depicted and then the information must be input. In response to a question from J. Prindiville about whether this would result in a model of the shell that then could be easily modified, L. Anderson stated that many hours of architectural

firm time would be required to modify the shell for each use. In response to a question from Commissioner Prindiville, Commissioner Anderson stated that the shell cannot be modified by just anyone as this is really the most difficult part of the project.

Chairperson Pro-Tem Townsend-Kise stated this seems to bring the project back to the subject of use. She opined that while it is a slow process to evaluate uses, the Commission is still in that process and to go out and ask for more architectural information seems premature. It was the consensus of the Commission that this is the case.

Commissioner Anderson stated he liked the idea of approaching a school as it is an interesting concept and might be more affordable. It was agreed that Commissioners Anderson and Doornbosch would reach out to the schools to see if they are interested.

A discussion of marketing ensued. J. Campion stated it may be a good idea to find a nationwide firm that specializes in historic buildings rather than the City try to market it. He noted that such a firm may have contacts with entities that are looking for this type of structure. Discussion of this followed with N. Baker indicating Economic Development Director Anderson could provide more information. N. Baker stated the Urban Land Institute (ULI) highlighted the Old Courthouse on its website and in its publications and that the project is getting focus from people who are interested in historic structures. She stated she will ask Mr. Anderson to provide an update and information concerning marketing at the September meeting.

STAFF UPDATES

N. Baker stated that with regard to the discussion earlier in the meeting, Garrett Anderson has taken several people through the Sheriff's House in the past year who are interested in locating a restaurant in Woodstock.

She stated the Old Courthouse window bid documents were available electronically and were requested by 27 firms, with 11 or 12 doing a walk-through. She noted there was only one bid received which will be considered by the City Council tomorrow evening.

Ms. Baker stated the survey received two additional responses since the last meeting for a total of 137. Additional methods of distributing the survey were discussed with the consensus that additional press releases be done and provided to more regional media such as Chicago, Rockford, Milwaukee, Naperville/DuPage County, Elgin and Aurora.

FUTURE AGENDA ITEMS

The follow items for the September meeting agenda were noted:

- Continued discussion of use research including:
 - Chairperson Pro-Tem T. Townsend-Kise report regarding EMH
 - D. Stumpf's report regarding Pullman/Debs
 - L. Anderson regarding Arts usage
- Artspace Report
- Report from Commissioner Anderson concerning architectural programs
- Marketing including an update from Economic Development concerning current marketing efforts

ADJOURN

Motion by T. Doornbosch, second by J. Champion, to adjourn this regular meeting of the Old Courthouse and Sheriff's House Advisory Commission to the next regular meeting on Monday, September 19, 2016 at 7:00PM in the Council Chambers at City Hall. Ayes: L. Anderson, J. Champion, T. Doornbosch, J. Prindiville, J. White, and Chairperson Pro-Tem T. Townsend-Kise. Nays: none. Abstentions: none. Absentees: D. Stumpf and Chairman Dennis Sandquist. Motion carried. Meeting adjourned at 8:43PM.

Respectfully submitted,

Cindy Smiley
City Clerk