

Washington Economic Development Commission

Meeting Minutes

August 12, 2025 at 6:30pm

Washington Historical Society Board Room

Commission members called the meeting to order at 6:30pm.

Present: Corey Allen, Kevin Beale, Lisa Uphoff, Kregg Soltow, Mike Herzog, Drew Hillman, Bobby Martin

1. Public Comments: None
2. Approval of Minutes from August 12, 2021: Corey Allen made a motion to approve the minutes, seconded by Kevin Beale. Motion approved.
3. Introduction by committee members: Each commission member briefly introduced themselves, their ties to Washington and their current job roles.
4. Business Items
 - a. Functions and Duties Discussion: Commission members took turns reading - item-by-item - the key responsibilities of the EDC from Municipal Code Sec. 12-223
 - b. Core Objectives Discussion: Commission members discussed the core objectives of the EDC, and discussed several clarifications. Members will provide feedback by the next meeting.
 - c. Appointment and Approve Chair: Commission members voted Bobby Martin as Chair
 - d. Roles and Responsibilities Discussion: and discussed additional key roles needed for the commission, including 'Business Retention & Recruitment Lead', 'Planning, Research & Grants Lead', 'Marketing & Communications Lead', and 'Finance, Stakeholder & Community Liaison.' Members will review and provide feedback on the associated 'key responsibilities' before the next meeting.
 - e. Goal Planning Discussion: Members discussed the goals of the EDC and noted the importance of connecting with other local EDCs to see what is working. Members also discussed the importance of connecting with local committees, organizations, and business owners. A key takeaway was the importance of assessing the availability of local commercial properties, identifying which are actively seeking to sell, as well as existing businesses that may be looking for support from the EDC.
5. Other Business
 - a. Data Accessibility: Members discussed the importance of having good data to work with, specifically related to key factors that influence a business' decision to locate in Washington (car counts, etc.). Some data is available upon request, and the commission will work on this in the future during the discussed inventory of commercial properties.
 - b. Illinois Municipal League (IML) TIF Seminar: There is an upcoming IML event that includes a seminar specifically related to managing TIF districts. This could be an opportunity for a commission member to attend and get more information about TIF and related concepts. The committee also discussed the possibility of having Planning & Development Director Jon Oliphant share his knowledge with the commission.
 - c. Budget Deadline: Members discussed the need to create and submit a proposed budget and need to know due dates for this budget. One item mentioned was a

system for record-keeping so that team members can easily track progress on various initiatives. This discussion will continue in the next meeting.

- d. Comprehensive Plan: The comprehensive plan, which the City Council approved, includes many initiatives and projects that align with the goals of the EDC, and focusing on those projects included in the Plan will receive the most support from the Council.

6. Member Comments

- a. Members agreed that one key aspect of the EDC is supporting local businesses, not simply attracting new businesses.
- b. Members agreed that cooperation (among the team, and across various city committees/groups/constituent groups) is critical for overall success.

7. Adjournment