

VILLAGE OF JUSTICE  
**ECONOMIC PLANNING BOARD MEETING**  
7256 Skyline Drive, Justice, IL  
Thursday, January 19, 2017 at 7:00 PM



**CALL TO ORDER:** The meeting was called to order at 7:00PM

**ROLL CALL:**

Economic Development Coordinator Brittany Abrams called the roll. Present are Chairman Matthew Zarebczan and Board Members: David Shipyor, John Kapecki, Fran Mills, Karen Warner and Joseph Chicola. Board Member Orley O. Betcher Jr. is absent with prior notice.

**APPROVAL OF MINUTES:**

The Chair will entertain a Motion: To approve the minutes of the October 20, 2016 regular Economic Planning Board Meeting as submitted, or if necessary as corrected.

Motion: Joseph Chicola Moves: To approve the minutes as submitted.

Second: John Kapecki

VOTE: Fran Mills, John Kapecki and Joseph Chicola. All ayes. David Shipyor and Karen Warner abstained. Motion passed.

**CHAIRMAN'S REPORT:**

Chairman Matthew Zarebczan stated that the Tollway project still stands as before with Phase A and Phase B. Phase A would consist of a Northbound off ramp onto 88th Avenue and Southbound on ramp from 88th Avenue, and local road construction. The second phase would consist of a Northbound on ramp from Archer Road. Phase I Engineering for the Frontage Road Sidewalk Project will start shortly once final agreements are received from IDOT. The Community Development Block Grant (CDBG), the 80th Street/87th Avenue Project, was awarded to the Village through Cook County in the amount of \$200,000. This project consists of the reconstruction of 80th Street from 87th Avenue to 86th Court, and 87th Avenue from 80th Street to the tollway. Illinois Jobs Now is in second phase of the project which consists of the realignment of 75th Street, 86th Avenue and Archer Road. The Village of Justice recently applied for an Abandoned Property Grant which would assist in the maintenance of abandoned and blighted properties throughout the village. The Village is currently working towards replacing the streetlight fixtures to new LED fixtures along all of the main corridors within the Village of Justice. An application has been submitted for funding through the Illinois Department of Commerce & Economic Opportunity (DCEO) Energy Rebate Program to assist in the completion of the LED project. The Triangle Property is currently in the property tax abatement process. We are still optimistic for that there will be a ground breaking in 2017. Willow Springs will hosting an I&M Canal Bike Path Extension Meeting on January 20, 2017. Mayor Kris Wasowicz, Director of Economic Development Matthew Zarebczan, and resident/active bicyclist George Pastorino will be attending the meeting.

**COORDINATOR'S REPORT:**

Economic Development Coordinator Brittany Abrams explained in more detail about the free Synchronist Training Webinars available for January. Schedules for these training opportunities will be sent out to the Planning Board they are received on a monthly basis.

**CORRESPONDENCE:** None

**COMMITTEE REPORT:**

Business Retention & Expansion Committee: No reports at this time.

Economic Development Coordinator Brittany Abrams reviewed the new Business Visit Process that the Economic Planning Board will be following for 2017. Each member will be responsible for a certain area of businesses that they will have to contact and visit. Each member is responsible to have their list completed by the end of 2017 and an update should be provided at every meeting to what businesses have been visited. Joseph Chicola mentioned it will be nice to start fresh for the New Year and maybe those who were not interested in a visit before might be this year. Fran Mills stated that it will be beneficial for the businesses to see new faces this year for the visits.

**OLD BUSINESS:**

Economic Development Coordinator Brittany Abrams summarized the 2017 Milestone Anniversary Recognition Plan. Celebrating 50 years of business in Justice is District Recovery Inc. and District Auto Parts d/b/a Paints, Parts, and Supplies. Chairman Matthew Zarebczan stated that owner Sherry Radwanski had a representative stop in to pay this year's license fees and thanked the Village for waiving the Business License fee due to the Milestone Recognition Program. Celebrating 25 years of business in Justice is A-Z Enterprises. Celebrating 10 Years of business in Justice is Kram Taxes & License, Inc. and Pamela Eernisse D.P.M. (Podiatry). These businesses will be recognized in 2017 at a Board Meeting and also at the upcoming Business Appreciation Dinner.

**NEW BUSINESS:**

The 2017 Business Appreciation Dinner will be held on a Wednesday March 15, 2017 from 5PM to 7PM. Chairman Matthew Zarebczan requested recommendations for the possible theme and guest speakers for the event. Fran Mills stated that a General Marketing/Advertising Strategy Speaker for the businesses would be helpful considering this is an area many businesses struggle in. Not specifically social media marketing, but the overall marketing approach. Everyone agreed that this would be a useful topic to present to our businesses. Trustee Sue Small presented the idea of having someone from the Village and maybe even a local newspaper come out and speak at the event. The Winter Wonderland 2016 was a great turnout due to the various marketing approaches that were taken. Fran Mills also advised of a site to reference called freespeakers.org. This is an easy site to use and she has the direct contact for the site with further information.

**NEW BUSINESS CONTINUED:**

Trustee Melanie Kuban also commented about another useful resource to use is the Small Business Association (SBA). They cover many areas for business. Karen Warner also shared her idea of having a millennial and a boomer present which would cover both audiences. John Kapecki described an idea of putting together a bag of resources and small items that could be provided from local businesses and the village for a complimentary gift for the attendees at the Business Appreciation Dinner. He also said a Moraine Valley Community College representative from the Small Business Department may be able to provide materials for our businesses. The next topic was the Dinner Appreciation theme for this year. Chairman Matthew Zarebczan provided the new theme for vehicle stickers this year, Community Unity. It was discussed amongst the Economic Planning Board whether to use that theme or stick with Building Justice Together. Fran Mills clarified the idea of Building Justice Together as the base or foundation of the Economic Planning Board. She feels that by using Community Unity theme that it will work off of the foundation. The Board was in agreeance that the Community Unity theme will be used theme for the 2017 Appreciation Dinner. The Village will reach out to discuss details of the Appreciation Dinner with the Justice Chamber of Commerce. David Shipyor said he finds it important to connect with the businesses and he hopes to help the Justice Chamber of Commerce grow. Trustee Oszakiewski announced that the Justice Chamber of Commerce meets the second Thursday of each month, all are welcome to attend.

The concept for a new business welcome packet was introduced. The Building Department and Economic Development would like to have this available for new businesses and possibly a welcoming package for new residents. They also would like to have a business application process packet which would include applications, resources, and general information for new businesses to assist in guiding them through the licensing process.

**PUBLIC COMMENTS:**

Trustee Hank Oszakiewski informed the Economic Planning Board that he would be more than happy to join them on the Business Visits and to feel free to call him for availability when scheduling the appointments.

**ADJOURNMENT:**

The Chair will entertain a Motion to Adjourn.

MOTION: Fran Mills

SECOND: John Kapecki

VOICE VOTE: All ayes.

Meeting adjourned at 7:44PM

Respectfully submitted,  
Brittany Abrams  
Economic Development Coordinator