

**Village of Justice  
Economic Planning Board Meeting  
7800 S. Archer Road, Justice, IL 60458  
Minutes of Thursday, September 17, 2015**



The meeting was called to order at 7:00PM

**ROLL CALL:**

Economic Development Coordinator Brittany Abrams called the roll. Present are Chairman Matthew Zarebczan, Board Members: Orley O. Betcher Jr., John Kapecki, Wojciech Dziechciowski, and Fran Mills.

**APPROVAL OF MINUTES:**

The Chair will entertain a Motion: To approve the minutes of the July 16, 2015 regular Economic Planning Board meeting as submitted or if necessary as corrected.

MOTION: Orley O. Betcher Jr. Moves: To approve the minutes as submitted.

SECOND: John Kapecki

VOTE: Orley O. Betcher Jr., John Kapecki, Wojciech Dziechciowski, and Fran Mills.

All ayes. Motion passed.

**CHAIRMAN'S REPORT:**

Chairman Matthew Zarebczan explained that the Triangle Property (TIF#3) is currently waiting on a bid for demolition. That bid is being put together at this time. Village of Justice is working with the engineer for final details. A basic redevelopment agreement for the Hill Property on 88<sup>th</sup> Avenue (TIF#2) was approved by mayor and board of trustees.

New Businesses located in the Village are Mo-Mobile at 8304 S. 88th Avenue, Nino's Gyros who is now under new ownership at 8580 S. 88th Avenue, Henry's Tacos will operate a Mexican cuisine restaurant located at 8420 S. 88th Avenue, and JUSTAX, to operate a tax preparation/translation office at 7848 S. Frontage Road. New Home Occupations located in Justice are Classico Jewelry LTD. at 8501 S. 79th Court, Windy City Auto Sales to operate an office for auto sales at 8944 W. 83rd Place, and B-T-S Restoration, Inc. to operate a home construction business at 8640 W. 72nd Street.

Two Economic Planning Board members recently resigned and the ordinance is being revised at this time by the Board of Officials and Mayor. A job posting for an Economic Planning Board Member opening will be placed on the website on Friday, September 18, 2015.

**COORDINATOR'S REPORT:**

On Saturday, September 26, 2015 at 10:00AM there will be a Village of Justice Community Input Meeting held at the Village Hall Board Room. The meeting is being held to discuss the possibility of creating a dog park within the Village. All are welcome to attend. Also, EPB members should have received an email for Synchronist Webinar Dates and registration information for September. Feel free to register if you are interested.

**CORRESPONDANCE:** None

## **COMMITTEE REPORTS:**

### **Business Retention & Expansion-**

Fran Mills mentioned how almost every business she has visited asked how the village could help promote the local businesses. Many were interested in the coupon sheet idea and she would like to get this marketing tool started as soon as possible. John Kapecki agreed that the businesses are looking for ways to market to the community. Orley O. Betcher Jr. stated that so far every business he has visited explained how they appreciated the village reaching out and listening to their concerns. Wally Dziechciowski discussed how some businesses are having problems with street location. For instance, Frontage Road and the old 79<sup>th</sup> Street. Another issue is sign regulations for businesses, one owner asked if there is a better way to assist businesses with sign restrictions.

## **OLD BUSINESS:**

The Chair will entertain a Motion: To recommend to the Mayor and Village Board of Trustees an increase of price, from \$200 to \$300, for the Village Sign Sponsorship Program, and to have the Public Works Department maintain the signage to ensure the upkeep and consistency of the signs.

MOTION: John Kapecki. Moves: To approve the recommendation

SECOND: Fran Mills

VOTE: Orley O. Betcher Jr., John Kapecki, Wojciech Dziechciowski, and Fran Mills.

All ayes. Motion passed.

The Coupon Sheet Marketing Plan was explained by Coordinator, Brittany Abrams. With the assistance of Fran Mills, and idea from Shirley Shilka, they came up with a plan to offer a free of charge coupon marketing program for the business. Coupons will be available at the beginning of each quarter and will expire the last day of the month before the next quarter. Fifteen coupons fit on one 8.5"x11.0" colored paper. Number of coupon sheets will depend on how many businesses participate in the given quarter. All businesses will be able to place a coupon on the sheet free of charge. The application will be sent to every business in Justice with the business license renewal. Coupon Sheets will be available at Village Hall, Building Department, Library, and participating businesses for the given quarter. John Kapecki shared another idea to see if neighboring towns would allow the Village of Justice to place some copies in community areas. Fran Mills expressed that if businesses are willing to make donations for the program it will be helpful and appreciated. Once details are revised and finalized, a motion will be set for the upcoming meeting. Thereafter it will be brought to the Board of Trustees.

Chairman Matthew Zarebczan got in touch with the transportation department from Cook County some months ago to discuss the Industrial Park Sign. Cook County is currently looking into it. Waiting on feedback from County at this time.

Chairman Matthew Zarebczan had the Village of Justice Banner Design displayed on the screen for all to review. He explained that the Village of Justice will have three Police Department Banners, and seven Economic Development Banners. Everyone agreed the design looked great. Trustee Oszakiewski stated that by having the one-word segment in between the business logo and the Village logo, it would help draw attention to the area. Trustee Small explained that this template will bring unity to the village and is a great way to market businesses. She also stated that it would be nice if the businesses were given simple tips or pointers to help create their own design. Too much artwork or words will make it cluttered and difficult to read.

**NEW BUSINESS:**

Chairman Matthew Zarebczan asked if there were any concerns about possibly placing a small section in the Justice Newsletter to announce new businesses who opened in Justice for the two month period. Everyone thought that was a wonderful idea and a great way to welcome the businesses who are new to Justice.

The Justice Flower Pot Program will conclude in October 2015. Betcher Landscaping will be collecting the flower pots throughout October and will store them at the Justice Public Works Building.

Fran Mills asked if the Economic Planning Board members would like to reach out to the Home Occupation Businesses as well. Brittany came up with a short questionnaire based off of the synchronist survey that would only take a few minutes of the business time. Fran Mills stated home occupations need to be included just as any other business in the village is. Everyone thought it was a good point and also she said to be sure home occupations are given the opportunity to place a coupon on the sheet free of charge when the program begins.

**PUBLIC COMMENTS:**

Trustee Kuban asked how the coupon would be distributed to the residents in Justice. Chairman Matthew Zarebczan explained that we did not want to place coupons with the newsletter because businesses are paying for colored advertisements that send to over 2500 households. The coupon sheets would be available at the community public facilities and the businesses participating. Trustee Small said we could possibly contact the local newspapers and see how much inserts are. Trustee Oszakiewski believes we should get it out there and track the amount of return. Take the first step and we can later learn how we can better the marketing program. Businesses would need to keep track of number of customers taking advantage of coupon so we can have an idea if this program is working to the benefit of the business and community.

Trustee Small asked if there were any dates planned for the next Business Appreciation Dinner. Orley O. Betcher Jr. stated he has been trying to meet with a Chamber Member from Bridgeview and they haven't found time to discuss a possible Expo. In the meantime we will plan on having a Business Appreciation Dinner in January 2016, then possibly a Business Expo later in the next year. More will be discussed about date and time.

**ADJOURNMENT:**

The Chair will entertain a Motion to Adjourn.

MOTION: Fran Mills

SECOND: Orley O. Betcher Jr.

VOICE VOTE: All ayes.

Meeting adjourned at 7:58 pm

Respectfully submitted,

*Brittany Abrams*

Economic Development Coordinator