

VILLAGE OF JUSTICE
ECONOMIC PLANNING BOARD MEETING
7800 S. Archer Road, Justice, IL
Thursday, February 15, 2018 @ 7:00 PM



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

ROLL CALL:

Economic Development Coordinator Maria Cervantes called the roll. Present are Chairman Matthew Zarebczan and Board Members: Fran Mills, David Shipyor Joseph Chicola, Orley Betcher Jr., John Obrochta and John Kapecki.

APPROVAL OF MINUTES:

The Chair will entertain a Motion: To approve the minutes of the January 18, 2018 regular Economic Planning Board Meeting as submitted, or if necessary as corrected.

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

Second: David Shipyor

VOTE: Joseph Chicola, David Shipyor, Fran Mills, John Obrochta and John Kapecki. All ayes. Orley Betcher Jr. abstained. Motion passed.

CHAIRMAN'S REPORT:

Chairman Matthew Zarebczan communicated the following topics:

1. Introduced Maria Cervantes to the board as the new Economic Development Coordinator.
2. Announced new businesses to the Village of Justice:
 - a. Mazen Atieh Agency dba Insurance 123 will operate as an insurance agency located 8001 West 84th Street.
 - b. JJ Fish & Chicken will operate the restaurant under a new owner located at 8515 South 88th Avenue.
3. Announced new home occupations to the Village of Justice:
 - a. Babel Electric
 - b. Ezkafi Trucking
4. Zoning Board Workshop was rescheduled to March 5, 2018 at 6pm. Mark your calendars to ensure attendance. An email will be sent out on 2/16 for a confirmation of attendance.
5. Update on the Tollway Project:
 - a. Four submittals were received for Phase II Engineering. Phase I has been completed and is with IDOT waiting for final approval.

COORDINATOR'S REPORT:

Economic Development Coordinator Maria Cervantes communicated the following topics:

1. Provided a flyer of the Small Business Clinic Workshop being held on 5/17/2018 at the Oak Lawn Pavilion. Copies of the flyers are available in the vestibule are in Village Hall.

2. Provided a flyer of the Rosary Hill Spring Fundraiser being held on 4/15/2018 at the Orland Chateau in Orland Park.
3. Provided a packet with the business visit information along with Justice Business contact list to be used as a reference for the Planning Board business visits.

CORRESPONDENCE: None

COMMITTEE REPORT:

Business Retention & Expansion Committee:

Business Visits:

Chairman Matthew Zarebczan emphasized to the board how important it is to complete the business visits. Historically speaking, 2016 was a good year of visits completed but in 2017 the number of visits fell off. Brittany tried to coordinate the business visits to be easier for the board members to accomplish however this method did not increase the amount of visits completed. Chairman Matthew Zarebczan asked for suggestions from the board on how we can meet this goal of business visits.

Collectively, the board members had a discussion on the issues when doing the business visits. The following topics were addressed:

1. Business owners and/or managers are too busy to sit with someone to take a survey
2. Currently, the survey packet is too long.

Recommendations to the above issues were provided:

1. When seeing the business owners/managers are busy, acknowledge them as being busy and let them know you will follow up at a later time.
2. Emailing the business owners/managers to arrange a best time for a visit.
3. When visiting, keep the conversation casual as in building a partnership with the business owners/managers.
4. Within the casual conversation, keep mental notes of the key points provided by business owners/managers so you can take back to fill into the surveys.
5. Due to the survey being too lengthy, it was agreed to go back to the shorter version of the form.

Takeaway: The Economic Development Coordinator Maria Cervantes will provide the following to the Economic Planning Board:

- The shorter survey form
- A list of the new businesses with contact information

Goal for the Next Meeting:

1. Complete one business visit with the short survey form
2. Send an email to the Economic Development Coordinator on the business visit completed

2018 Business Appreciation Dinner:

- Date and Time: May 2, 2018 at 6 pm
- Speaker: EPB Member Fran Mills provided a list of free speakers to get new ideas for something different so the event won't be as dry as in past years. She is recommending to change it up for the businesses to come out and have some fun

and laughing to make the event more enjoyable. Everyone agreed that the past events have been dry and boring making the atmosphere heavy. Trustee Oszakiewski asked if in the list of free speakers, there is a comical speaker. EPB Member Fran Mills advised that she did call to ask if there was a comical speaker but unfortunately, the one they had charges now. Trustee Oszakiewski recommended to inquire with Bernie with Midwest Building Consulting to see if they know of a speaker.

- Networking: Recommendation was provided to stagger the board members to different tables to also open the opportunity for conversation with several businesses.
- Justice Chamber of Commerce: EPB Member Orley Betcher Jr. confirmed that the Justice Chamber of Commerce will share the expenses like they did last year.
- Desserts: Trustee Oszakiewski recommended not to use Sweet House Bakery because their cakes are too expensive and he never comes to the event. Chairman Matthew Zarebczan advised that the business owner has always stated he has to tend to his business due to his bakery being open for business during the event. Trustee Oszakiewski recommended we can inquire with Subway for cookies.
- Certificate of Appreciation: Chairman Matthew Zarebczan asked if the certificate should be given to businesses as they show up or provided later during the presentation. Trustee Ed Rusch recommended that the certificates should be signed by the Economic Development Board and JCC because this event is ours not the Village of Justice Board.

CMAP Project:

A final consultant has been selected and it cannot be communicated yet until CMAP has their meeting in March. Currently, a memorandum of understanding outlining each party's duties with the project agreement is being reviewed by the attorney then it would be forwarded to the Village of Justice Board for approval. Chairman Matthew Zarebczan will keep everyone updated.

Pavers for Driveways:

EPB Member Orley Betcher Jr. provided a suggestion of the new paver blocks that is being used for driveways which allow for better drainage, durability and better presentation. The rain water wouldn't just roll over into the sewer system but allows the water to drain back into the soil. The driveways would last a lot longer. They make for easier maintenance for replacement of the paver vs. breaking up concrete/asphalt. Chairman Matthew Zarebczan asked what is the cost tied to these new pavers.

Takeaway: EPB Member Orley Betcher Jr. to provide a price comparison for a driveway between the pavers, concrete and asphalt. Once received, Chairman Matthew Zarebczan will take the information to Trustee Sparr, Building Department Trustee, for review.

2018 Flower Pot Program:

- We have 35 pots that are currently in inventory.

- Currently we are working on leasing all the pots
- Need volunteers to plant the flowers in the pots.
 - EPB Member Orley Betcher Jr. will provide some insight on how to prep the planters for the flowers
- Volunteers: EPB Member Joseph Chicola, EPB Member Fran Mills, Chairman Matthew Zarebczan and EPB Coordinator Maria Cervantes
- Continually keeping conscious of the budget

OLD BUSINESS:

NEW BUSINESS:

PUBLIC COMMENTS:

Trustee Oszakiewski provided comments on the following topics:

1. Triangle Property: When changes are made to the plans of the project, the Economic Planning Board and Village of Justice Board would need to know what's going on with the project. Example: Because originally coffee shop was supposed to be on the 79th side and now it's planned to be on the Archer side. Trustee Oszakiewski did not know of this nor did the Village of Justice Board nor the Economic Planning Board. The Village of Justice Board should be made aware of the changes so when finalized everybody is aware. Example: In the village on Roberts Road, there's two sets of townhomes. There's one set of townhomes on the East side of the street and there's another set of townhomes further down which are nicer. Looking at the first, one would say, "Who approved that?" They were built within a year apart. Then you look at the other ones and one would say, "Whoa, those are nice". If you got one that looks bad, the trustees are going to hold whoever is responsible for looking bad accountable. So if you keep the trustees up to date on everything that is going on they would be part of the process. Chairman Matthew Zarebczan advised that controlling where they put the building, the zoning board controls. Recommendations can be provided from Economic Planning Board and Village of Justice Board. The proposed changes should be communicated to the Village of Justice Board but when it comes to the final plans, if they are outside the parameters for zoning, they will have to go to the zoning board of appeals where we would be able to make developers make the specific changes but up to that point, all else would be a request. Trustee Oszakiewski advised that the Village Board and Economic Planning Board is up to date on changes there will be transparency through the whole process. EPB Member John Kapecki advised that while the Village of Justice can enforce certain aspects on a building's overall appearance, size, and occupancy requirements, it has to be based on the building and zoning codes. The Village Board and EPB cannot dictate aesthetics

without having an adopted design guideline in the current ordinance. However, we may be able to provide recommendations and feedback as to our concerns in the initial phases of project design and development, which has not happened at this time. There can be some dialogue from that standpoint to allow for this, or to have our recommendations be negotiated or folded into any agreement, should there be a need for any zoning changes. Chairman Matthew Zarebczan advised if there is anything that has to go through the zoning board of appeals, the Village of Justice Board is also a recommending body that can provide recommendations.

2. South Suburban Mayor Conference Business Expo: Trustee Oszakiewski advised it is being held on March 10th starts at 8 am by 103rd & Roberts Road at the Belvedere Chateau. Chairman Matthew Zarebczan will send the information on the event to the board. The expo consists of vendors and speakers. Encourage for all to attend.
3. Randi's Deli: On March 24th, Randi's Deli is having raffles. The more you go, the more chances to win. This is an example of marketing their business.
4. Milestone Program: It will be done closer to the business appreciation dinner.
5. Village of Justice signs: Maybe add some plants like hostas to beautify the signs.

ADJOURNMENT:

The Chair will entertain a Motion to Adjourn.

Motion: EPB Member Joseph Chicola

Second: EPB Member Fran Mills

Voice Vote: All ayes.

Meeting adjourned at 8:45PM

Respectfully Submitted,

Maria Cervantes

Economic Development Coordinator