

VILLAGE OF JUSTICE
ECONOMIC PLANNING BOARD MEETING
7800 S. Archer Road, Justice, IL
Thursday, August 16, 2018 @ 7:00 PM



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

ROLL CALL:

Trustee Melanie Kuban, called the roll. Present are Chairman Matthew Zarebczan and Board Members: Fran Mills, David Shipyor, Joseph Chicola, John Obrochta and John Kapecki. (Trustee Kuban filled in as secretary)

APPROVAL OF MINUTES:

The Chair will entertain a Motion: To approve the minutes of the June 21, 2018 regular Economic Planning Board Meeting as submitted, or if necessary as corrected.

Motion: Fran Mills Moves: To approve the minutes as submitted.

Second: Joseph Chicola

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

CHAIRMAN'S REPORT:

Chairman Matthew Zarebczan communicated the following topics:

1. The Southwest Conference of Mayors in conjunction with the Chicago Metropolitan Agency for Planning will be hosting a free Plan Commissioner Training Workshop on September 12, 2018 at 5:30 PM. The event will be located at the Orland Park Police Department Training Room. An email was sent out with details of the event and registration is required.
2. The Zoning Board of Appeals held their first meeting to review the Comprehensive Plan on July 17, 2018. The discussion reviewed areas North of 79th Street and a future meeting is currently being planned to discuss the Southside of 79th Street. Planning Board members are encouraged to attend to assist in the review and planning of the comprehensive plan.

COORDINATOR'S REPORT: None

CORRESPONDENCE: None

COMMITTEE REPORT:

Chairman Matthew Zarebczan advised he recently visited with State Farm and received positive feedback. They are looking to make some improvements to their property and are very happy with the cooperation they are receiving from the building department and public works.

Fran Mills discussed an opportunity to start phone interviews with the Home Occupation Businesses. She advised that most of these business owners are sole proprietors and are

very busy during the day and it would may be best to do evening calls from the Building Department. Fran Mills stated that we have visited most of the brick and mortar businesses but have not given enough attention to the Home Occupation businesses. It is critical that we reach out to them. Chairman Matt Zarebczan added that time can be scheduled in the Building Department to make these calls. Chairman Matt Zarebczan requested that the board provide suggestions for questions for the Home Occupation interviews via email and a list will be put together and sent out to the planning board for review.

Board Member John Kapecki mentioned that the businesses who attended the Appreciation Dinner spoke very much about training opportunities and we should work towards creating this opportunity and also share with these businesses resources that are available to them. Chairman Matt Zarebczan advised that the village is working towards putting together a networking opportunity that would include a guest speaker. Fran Mills has provided a list of free speakers that is currently being reviewed. Board Member Fran Mills stated that these resources are made available to the businesses at all functions and when new businesses apply for a license these recourses are given to them.

Board Member Joe Chicola asked if the two-page business retention survey was available online. Chairman Matt Zarebczan replied that it is not but it will be added. Board Member Joe Chicola advised that it would be a good resource because those businesses that do not have the time to meet could be directed to the survey online.

OLD BUSINESS:

Village Marketing Videos: Chairman Matt Zarebczan presented three draft marketing videos that the Village has been working on with CGI Communications. The three videos consist of a Welcome Video, a Building Justice Together Video and a Business & Development Video. The Economic Planning Board provided suggestions and feedback for the videos. The feedback provided will be submitted to the editing department for revisions to be made.

Tree City USA Program: Planning Board Member David Shipyor advised he is currently researching ways that the village could substitute work all ready being completed and other programs that exist or even partnerships to assist in meeting the budget requirements for the Tree City USA Program. He advised he will continue his research and provide more information at the following meeting.

Welcome Packages: Chairman Matt Zarebczan provided an update on the status of the Welcome Packages for new residents. He advised that the Justice Chamber of Commerce has recently sent a blast email to their members seeking interest in the program. He also stated that the Village of Justice has started reaching out to businesses requesting items to distribute to the new residents with the welcome packages. Board Member Fran Mills advised that the packages should include non-business information as well. Items from the School District, Library and Park District would be very valuable to new residents that are not familiar with the area.

Welcome Signs: An update was provided on the Village Welcome Signs. Director of Public Works, Joe Cekus, has agreed to put down mulch and clean up the village welcome signs. The

first sign that will be worked on will be the sign located on 87th Street. It was agreed that it would be better to wait to the following year to mulch around the signs but to definitely ask Public Works to clean up around the signs.

Planning Board Member Joe Chicola asked if there was any information on the missing Welcome Sign that was located at 71st Street and Archer Road. Chairman Zarebczan responded advising that the sign was damaged in a hit-and-run accident. The police report was submitted to the Village Clerks office to file an insurance claim. Currently we do not have any additional information.

NEW BUSINESS:

The Economic Planning Board was advised that there is a new owner for the property located at 7901 S. 87th Court. The developer is seeking incentives that are offered through Cook County and would need the Village Boards approval to move forward. He will be presenting his concept at the first Village Committee Meeting in September.

PUBLIC COMMENTS: Liz Chicola, village resident, asked if the Village was still receiving sponsorships for the signs. Chairman Zarebczan replied that the sponsors where not paying for them any longer, and in addition they where to maintain the signs with the agreement. The village should discuss possibly removing the sponsorship signs.

ADJOURNMENT:

The Chair will entertain a Motion to Adjourn.
Motion: EPB Member Fran Mills
Second: EPB Member Joe Chicola
Voice Vote: All ayes.
Meeting adjourned at 8:25PM

Respectfully Submitted,

Matthew Zarebczan
Director of Economic Development