

**ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES FOR THE
REGULAR MEETING OF JANUARY 4, 2023**

I. CALL TO ORDER

Chairman Tony Schiappa called the meeting to order at 6:07 p.m. at the Burr Ridge Village Hall Board Room, 7660 County Line Road, Burr Ridge, Illinois. The meeting was held in person and on Zoom at the Village Hall.

II. ROLL CALL

Present: In Person: 4 – Trustee Schiappa, Trustee Smith, Ms. Jepsen, Mr. Hassan
Virtually: 3 – Ms. Hamilton, Mr. Kaplarevic, Mr. Stangle
Absent: 2 – Mr. Simmons, Mr. Odeh

Special Projects Manager Hannah Weyant was also present.

III. APPROVAL OF PRIOR MEETING MINUTES - OCTOBER 19, 2022 MEETING

Before the discussion, Mr. Stangle disconnected from the meeting.

A **MOTION** was made by Ms. Jepsen and **SECONDED** by Trustee Smith to approve the Minutes from the October 19, 2022, meeting. **APPROVED** 7-0.

IV. ECONOMIC DEVELOPMENT COMMITTEE TIME AND SIZE CHANGES

Chairman Schiappa updated the committee on the new dates and meeting frequency of the committee. Meetings will continue to take place on the first Wednesday of the month but will only meet quarterly. Upcoming meetings are on April 5th, July 5th, and October 4th. Ms. Weyant advised the committee that they would want to reschedule the July 5th meeting to the following week to ensure a quorum.

Chairman Schiappa advised the committee that Bhagwan Sharma and Paul Stettin had resigned as committee members. In light of their resignations and due to challenges meeting quorum in 2022, he chose not to replace Mr. Sharma and Mr. Stettin and will reduce the committee size. With nine (9) members, the committee will only need five (5) members to attend each meeting.

Trustee Smith expressed his agreement with moving to quarterly and would like the committee to get more involved in the community since they do not need to meet as frequently. Chairman Schiappa agreed that he would like to see the committee more engaged in new business openings.

V. ECONOMIC DEVELOPMENT COMMITTEE GOALS & BUDGET

Ms. Weyant stated that the Board of Trustees has not finalized the FY2023 strategic goals and recommended that the committee focus on eliminating the barriers to success for businesses with a focus on promoting existing businesses and encouraging new business in Burr Ridge by utilizing the current systems within the Village. Ms. Weyant suggested enhancing the business section of the Burr Ridge website to make it more attractive to interested businesses while making it easy to navigate for existing businesses and people interested in visiting Burr Ridge. Ms. Weyant recommended that the committee focus on enhancing the marketing and business outreach to existing businesses through the Village's communication channels and design marketing material

to attract new businesses. Ms. Weyant suggested the possibility of a business event that could bring together existing businesses or an event meant to attract new businesses.

Ms. Jepson and Mr. Kaplarevic stated they did not know about the opening of the new business, Bullseye Axe Throwing. Ms. Jepson suggested that the committee know about new businesses opening so members can check in on those new businesses and welcome them to the area. Mr. Hassan stated that the Village Center encourages new businesses to join the chamber and would communicate with Ms. Weyant when new businesses are opening for her to disseminate the information to the committee.

Trustee Smith asked Mr. Hassan for his opinion on what type of businesses the committee should look to attract as desirable business opportunities. Mr. Hassan suggested that the key to success for existing businesses is to attract businesses that will increase foot traffic because businesses rely on visitors from outside the community for growth. Mr. Hassan suggested that he would prefer destination-orientated entertainment for the TCF development. Mr. Hassan said that the committee needs to know what type of destination-oriented entertainment would be appropriate for the area and that his organization could provide some suggestions, as they are already researching the industry. Mr. Kaplarevic suggested an aesthetically pleasing dome-style entertainment facility.

Ms. Jepsen requested that the Board of Trustees provide directions on what type of development they would like to see in the downtown area. She suggested they come up with what kind of developments they will accept. Ms. Jepsen prefers development that will bring more money to the other businesses and indicated that luxury apartments invite more people into the community. Ms. Jepsen suggested that businesses will invest more if there is more growth in the community.

Mr. Hassan stated that business owners could not grow their businesses without growth in the community. The downtown community could benefit from some luxury apartments. Mr. Hassan cautioned that the Village needs to beware of competition with other local villages.

Mr. Hassan stated that a goal the committee can look at is how existing businesses can request funds from the business improvement district. He said that improving signage should be a first step for the district and that the signage should be cohesive throughout the downtown district. Ms. Weyant stated that updates to the Village's signage requirement are a responsibility of the Plan Commission and would likely be evaluated in an upcoming comprehensive plan review that Community Development is working on for the 2024 fiscal year. Ms. Jepsen stated that businesses attract customers with signs. She said that how well new businesses can work with the Village and how quickly the process can work is important. Ms. Hamilton suggested that improved signage will help guide new visitors, as knowing where to go from the roadway can be challenging.

Ms. Hamilton suggested that when businesses put on events together, it attracts people into the community, which is why most downtowns always have things happening. Ms. Hamilton and Mr. Kaplarevic expressed interest in a venue or entertainment area that brings people into the community. Ms. Jepsen stated that something kid-oriented might help bring people to the community.

VI. BUSINESS LICENSING IMPROVEMENTS

Ms. Weyant stated that the existing process for business licensing is currently under review. The business licensing process is complex and excludes pop-up vendors and food trucks. Ms. Weyant requested feedback from the committee on their experience with business licensing in other

communities to simplify the application process and collect the most appropriate business information to ensure the Village has emergency contact information for each business.

Ms. Jepsen stated that most municipalities request little information for the license fee but require proof of insurance. She said that whatever changes the Village makes should create a more straightforward program that captures as much information as necessary. Ms. Jepsen said existing businesses should have a grace period once the Village finalized changes.

VII. NEW BUSINESS IDEAS/ ACTION ITEMS

Chairman Schiappa asked for action items. Mr. Hassan expressed interest in a business walk with all downtown business owners. It should not be an event intended for the public but to help the business owners get to know one another and the products and items sold in each business.

VIII. OTHER CONSIDERATIONS

There were no considerations.

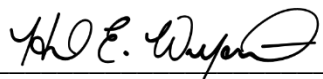
IX. PUBLIC COMMENT

There were no further public comments.

X. ADJOURNMENT

A **MOTION** was made by Trustee Smith and **SECONDED** by Ms. Hamilton to adjourn the meeting at 7:12 p.m. **APPROVED** 7-0.

Respectfully Submitted:



Hannah Weyant
Special Projects Manager