

**MINUTES OF THE ECONOMIC DEVELOPMENT COMMISSION**  
**January 17, 2018**

The meeting of the Libertyville Economic Development Commission was called to order at 7:34 a.m. at the Libertyville Village Hall, 118 W Cook Avenue, Libertyville, IL.

Members Present: Chairman John Cortesi, Commissioners Brian Grano, Steve Martin, Jeff Mateer and Edward Werdell

Members Absent: Commissioners William Abington and Thomas Kreuser

Staff Present: Heather Rowe, Economic Development Coordinator and John Spoden, Director of Community Development

Others Present: Pam Hume, Main Street Libertyville

**Minutes:** The Commission approved the minutes of the November meeting.

Chairman Cortesi opened the meeting.

**NEW BUSINESS:**

**Business of the Day:** Ms. Rowe reviewed the Mayor's Business of the Day program. Mayor Wepler wishes to businesses throughout the community, with an effort to post a business highlight and video chat with businesses on weekdays beginning in February on the Village website and social media. The Commission indicated this was an opportunity to introduce the community and other business to the interesting mix of businesses that exist within the community, they provided staff a list of several to reach out to. A suggestion was made to reach out to Lake County TV to see if they might broadcast some of the programming and a request was made that staff ensure businesses received the video link so they could extend the promotion.

**Business Attraction Efforts:** Staff reviewed the new integrated process between the IL DCEO and Intersect IL to work with communities to attract business. Ms. Rowe mentioned the Village had submitted sites for several recent inquiries through this process.

**COMMUNICATIONS AND DISCUSSIONS:**

**Review of Pending Development:** Mr. Spoden reviewed pending development at the Trimm, Paul Swanson, Innovation Park, and other sites. Ms. Rowe also noted efforts to improve commuter stations at both Prairie Crossing and downtown Libertyville, as well as participation by the Village in a coordinated effort of communities along the North Central Line to evaluate the possibility of improved service.

**Comprehensive Plan:** Mr. Spoden noted four recent interviews in response to the RFP for a new Comprehensive Plan. Staff will work to bring a contract for professional services before the

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Village Board in February to commence the project. He indicated that the EDC will be asked to provide insight as part of the planning process and he reviewed the public outreach process integrated into the effort. In preparation for such, the Commission requested the Village's Economic Development Strategy be brought back to the Commission for review at an upcoming meeting to ensure it is current. Mr. Spoden noted the Plan would integrate this Strategy as well as other storm water and parks planning efforts underway.

**FY 18-19 Budget Process:** Mr. Spoden reported that the Community Development Department budget proposal had been submitted to Administration in preparation for the February Village Board budget discussion. The Commission inquired if the Mile of Cars had requested funding for a Village-wide promotion. Staff indicated this request had not been made, as it had previously been indicated such a promotion was more effective if it was a call to action every few years. The Commission asked if they could review status and impact of the Places for Eating Tax since a year's worth of receipts have been received. Staff promised to invite the Finance Director to a future meeting to discuss the tax.

**Other:** The Chairman asked Main Street Libertyville for available updates. Ms. Hume noted that a record value of gift certificates were purchased in 2017. She also announced that the Wine About Winter event will be held February 17<sup>th</sup> and invited the Commissioners to attend the Main Street annual meeting on January 29<sup>th</sup>.

The Commission also inquired on the status of the Commissioner vacancies and provided a list of several possible names for consideration.

With no further business the meeting was adjourned at 8:29 a.m.

Respectfully submitted,

Heather Rowe  
Economic Development Coordinator