



**City of Des Plaines
Planning and Zoning**

1420 Miner Street
Des Plaines, IL 60016
Tel: 847-391-5306
Fax: 847-391-5371

**Minutes of Meeting
Economic Development Commission
April 8, 2015**

Call to Order: Community Development Director George Sakas called the meeting to order at 7:35 A.M. on Wednesday, April 8, 2015, in Des Plaines City Hall 1420 Miner Street, Room 101.

Members Present: Louis Psihogios, Richard Grosse, Malcom Chester, Anthony Bottalla, Patrick McGeean, Mohammad Khokhar, Jin Lee, Christen Osowski, Cortney Anderson-Wascher and Patrick Devereaux.

Members Absent: Pat Mauro and Randall Rapp.

Also Present: City Manager Mike Bartholomew, Community & Economic Development Director George Sakas, Economic Development Coordinator Lauren Pruss, Senior Planner Scott Mangum and Administrative Assistant Lauren Griffin.

Appoint Chairperson: Commissioner Courtney Anderson-Wascher was nominated as Chairperson of the Economic Development Commission by Commissioner Patrick Devereaux and Seconded by Commissioner Anthony Bottalla.

Appoint Secretary: Commissioner Malcom Chester nominated Commissioner Richard Grosse for Secretary of the Economic Development Commission and Seconded by Commissioner Jin Lee.

Approval of Minutes: Commissioner Patrick McGeean motioned to approve the March 11, 2015 EDC meeting minutes and seconded by Commissioner Richard Grosse after a minor name change is completed.

Old Business: Economic Development Coordinator Pruss explained theory on “pyramid of business outreach.” Staff and Commissioners should try and meet with 50-100 top employers every year or every other year. Could host events to reach out to groups that are industry specific. Thought is to have Staff and Commissioners present and can use questions of the survey as a guideline for the one on one conversations. If you prefer not to meet in person, can always have phone interviews. Coordinator Pruss expressed interested in coordinating an outreach packet with the Chamber of Commerce.

Commissioner Grosse suggested that Commissioners contact the big employers and start with them, see how to retain them in Des Plaines.

Chairperson Cortney Anderson-Wascher suggested each Commissioner start with two calls to businesses. Relative to the survey questions we need to start obtaining email addresses. The first question on the survey should be the email address.

Commissioner Chester indicated that this survey needs to be confidential or business owners will not want to fill it out.

Commissioner McGeean stated he has five on this list provided that he personally knows and will contact them.

Commissioner Grosse stated we want the businesses to know that we are here to help and listen to them. Another idea is to hold ward meetings with businesses and the EDC just like the Alderman hold. Also, the bylaws state the Chamber needs to have a role with the EDC, they are on the Commission.

Commissioner Devereaux explained that the EDC and Lauren Pruss should put together a two to four page newsletter and show the businesses what we have to offer them. Should get the survey on the website and have business owners go to the website. Also, we need to have membership cards to prove to people we are with the City, people get worried and want proof.

New Business: Economic Development Coordinator Pruss stated the bylaws are outdated and need to be looked over. Please propose your changes.

Commissioner Grosse indicated we need an advisory board to develop changes to provide to the City Council.

Commissioner Lee stated Staff should send draft bylaws via email and Commissioners can email back comments. Commissioner Devereaux indicated he would research and provide comments with Commissioner Grosse's assistance. Economic Development Coordinator Pruss indicated she would research other municipality's bylaws as well.

Review of Permitted and Conditional Use List: Economic Development Coordinator Pruss explained that in the 1990's the trend was to send everything to City Council for approval and now we want to meet in the middle. Senior Planner Scott Mangum indicated that he would be open for suggestions. The process does take about three months for approval. Please call with any questions about the lists. Coordinator Pruss indicated she would bring an educational component for the next meeting.

Economic Coordinator Pruss said that a Text Amendment could be submitted to change the City Code bylaws regarding Economic Development Commission, Staff will process the Commission bylaws.

Staff Comments: None.

Comments from the Public: None.

Chairman & Commissioners Comments:

Commissioner Malcom Chester stated it was a pleasure working with the Economic Development Commission and Staff and resigned to start his new chapter as Sixth Ward Alderman.

Adjourn:

Meeting was adjourned by Chairman Chester and seconded by Commissioner Grosse at 9:02 A.M.

Respectfully submitted,

Lauren Griffin, Administrative Assistant