

**VILLAGE OF RIVER FOREST  
ECONOMIC DEVELOPMENT COMMISSION MEETING MINUTES  
July 9, 2021**

A meeting of the Village of River Forest Economic Development Commission was held on Friday, July 9, 2021, at 7:30 a.m. in the 1<sup>st</sup> Floor Community Room of Village Hall, 400 Park Avenue, River Forest, Illinois.

**1. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:30 a.m. Upon roll call, the following persons were:

Present: Katie Lowes, Lee Neubecker, Carr Preston

Absent: Tim Brangle, Cuyler Brown, Robert Graham, Liz Holt, Rajendra Chiplunkar

Also Present: Village Trustee Robert O’Connell, Acting Village Administrator Lisa Scheiner

Acting Administrator Scheiner stated that until a quorum was present, no official action could be taken.

Rajendra Chiplunkar joined the meeting. A quorum was present.

**2. PUBLIC COMMENTS – None**

**3. APPROVAL OF MEETING MINUTES**

A MOTION was made by Preston and SECONDED by Lowes to approve the June 11, 2021 meeting of the Economic Development Commission. MOTION PASSED by unanimous vote.

**4. UPDATE ON VARIOUS PROJECTS**

Acting Village Administrator Scheiner provided a brief update on the status of the developer’s efforts to acquire property at Lake and Park for the purpose of constructing a commercial building.

Acting Village Administrator Scheiner also stated that responses to the Village’s Expression of Interest for the Madison Street site are due back today and the Economic Development Commission would be engaged in reviewing them.

**5. DISCUSSION RE: BUSINESS RETENTION/ATTRACTION STRATEGIES**

Chairman Neubecker stated that President Adduci suggested that the Village consider retaining third party services to assist in the identification of potential tenants. Economic Development Commission members stated that they were in support of the concept.

Acting Village Administrator Scheiner recapped the business forums that were conducted in June and the ideas that had been discussed at a previous Economic Development Commission meeting. She stated that Staff is awaiting direction on how the funds can be used but stated the legislation called out small businesses and industries impacted by the pandemic. There was a brief discussion regarding the Chamber of Commerce job board, home-based businesses that are looking to expand to brick and mortar locations, and marketing opportunities. This item will be placed on the September meeting agenda for further discussion.

## **6. OTHER BUSINESS**

Chairman Neubecker announced that he has resigned his position as Chair and would be stepping down. Appointment of a new chair is anticipated before the September Economic Development Commission meeting.

Chairman Neubecker stated that the Village Board has retained a search firm for the Village Administrator position and Fire Chief position. He asked that the record reflect that he recommended that the Acting Village Administrator be given a retention bonus to ensure continuity in the organization. Member Preston supported the idea.

**7. EXECUTIVE SESSION - None.**

## **8. NEXT MEETING**

Chairman Neubecker announced that the next meeting will be held on September 10, 2021 unless there is any pressing business that requires a meeting sooner. Acting Village Administrator Scheiner stated that the meeting would be held in person in compliance with the Open Meetings Act.

## **9. ADJOURNMENT**

A MOTION was made by Preston and SECONDED by Lowes to adjourn the July 9, 2021 meeting of the Economic Development Commission at 8:16 a.m. On voice vote, motion passed.