

VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orland-park.il.us



Meeting Minutes

Monday, June 18, 2012

6:00 PM

Village Hall

Development Services & Planning Committee

*Chairman Kathleen M. Fenton
Trustees Edward G. Schussler and Carole Griffin Ruzich
Village Clerk David P. Maher*

CALL TO ORDER/ROLL CALL

In the absence of Village Clerk David P. Maher, Deputy Clerk Joseph S. La Margo was present.

The meeting was called to order at 6:01 PM.

Present: 3 - Chairman Fenton; Trustee Schussler and Trustee Griffin Ruzich

APPROVAL OF MINUTES

2012-0345 Approval of the May 21, 2012 Development Services and Planning Committee Minutes

I move to approve the Minutes of the Regular Meeting of the Development Services and Planning Committee of May 21, 2012.

A motion was made by Trustee Griffin Ruzich, seconded by Trustee Schussler, that this matter be APPROVED. The motion carried by the following vote:

Aye: 3 - Chairman Fenton, Trustee Schussler, and Trustee Griffin Ruzich

Nay: 0

ITEMS FOR SEPARATE ACTION

2012-0372 Business Retention Contract

Director of Development Services Karie Friling reported that the economic development statistics indicate that between 65%-80% of new jobs and investments come from the expansion of existing businesses in a community. This statistic alone justifies the need for a strong, proactive Business Retention & Expansion (BRE) program. The Village has a strong record of assisting existing businesses through the Mayor's Business & Expansion program and the Village's Revolving Loan Program. In previous years, the Village has also conducted BRE visits; however, limited resources and competing responsibilities have impacted the prioritization of this initiative.

In order to supplement and enhance the BRE program, Village staff recommends partnering with the Orland Park Chamber of Commerce. Under the proposed contract, the Chamber would conduct the outreach and actual visitation/survey with the selected businesses. Information obtained would be shared with the Village of Orland Park, for analysis and follow-up. The Village would approve the list of businesses, as well as, the individuals who would be conducting the interviews. Village staff, along with the Chamber, may also attend some of the visits. At the end of the year, the Chamber would provide an annual business retention report to the Village. Village staff will provide training to the Chamber, prior to their initiation

of the program. It is anticipated that 60 visits could be completed by the end of this year, per the attached contract.

The Goals of the BRE include:

1. Introduce VOP & OPACC staff to the business community;
2. Demonstrate Orland Park's appreciation for its existing businesses;
3. Provide information about available programs and services;
4. Respond to specific requests of the business community;
5. Learn & analyze local business needs, trends and attitudes of the community through a formal survey;
6. Promote Orland Park as a good place to do business;
7. Retain jobs and tax base.

Director Friling stated that she would be the one to conduct the training with the Chamber staff. The Chamber will be working directly with Village staff.

I move to recommend to the Village Board of Trustees approval of the Business Retention Consulting Services Contract with the Orland Park Area Chamber of Commerce in the amount not to exceed \$12,100 and authorize the Village Manager to execute the necessary legal documents;

And

Approve a budget adjustment for the amount of \$12,100.

A motion was made by Trustee Griffin Ruzich, seconded by Chairman Fenton, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

Aye: 2 - Chairman Fenton and Trustee Griffin Ruzich

Nay: 0

Abstain: 1 - Trustee Schussler

ADJOURNMENT - 6:10 PM

A motion was made by Trustee Griffin Ruzich, seconded by Trustee Schussler, that this matter be ADJOURNED. The motion carried by the following vote:

Aye: 3 - Chairman Fenton, Trustee Schussler, and Trustee Griffin Ruzich

Nay: 0

/nm

APPROVED:

Respectfully Submitted,

David P. Maher, Village Clerk

Joseph S. La Margo, Deputy Clerk