



**MINUTES OF THE MEETING OF THE LONG GROVE ECONOMIC  
DEVELOPMENT COMMISSION  
TUESDAY JUNE 23, 2020 AT 7:00AM  
3110 OLD MCHENRY ROAD, LONG GROVE, ILLINOIS 60047**

**CALL TO ORDER** Chairman Goble called the regular meeting of the Long Grove Economic Development Commission (EDC) to order at 7:01 A.M. with a quorum of the EDC present electronically. The web-based meeting was conducted through Zoom and accessible to the general public. In order to comply with the Open Meetings Act, Chairman Goble stated that this meeting is recorded and Chairman Goble took a roll call vote. Chairman Goble also advised that any vote taken by the commission will be by roll call vote.

**OFFICIALS IN ATTENDANCE:**

EDC Members Present electronically and via roll call vote confirming these members present: Pam Brown, Roger Goble, Rob Pipin, Irwin Steinberg, Mike Elliott., Minah Hall

Ex-Officio EDC Members Present Electronically: Bill Jacob, David Village President; Rita O'Connor, Trustee, Jennifer Michaud

Village Staff Present: Denise Rosenquist (Village Intern);

Others Present: Michael Sarlitto

**PUBLIC COMMENT**

**None offered.**

**ACTION/DISCUSSION ITEMS**

**1. Motion to Approve Meeting Minutes of 6/9/20 and explanation of revised meeting protocol**

Chairman Goble took a roll call vote. Commissioner Elliott made a motion to approve the minutes of the 6/09/20 EDC meeting and Commissioner Steinberg seconded the motion. Chairman Goble noted that pursuant to Governor's State Distance Declaration and Guidelines for social distancing (Resolution 32) that public meetings will not be held in person at the present time but via video conference which are currently required to be recorded with the public invited. Further, attendance is required to be confirmed by roll call vote. The EDC will adopt such procedures for the time period required pursuant to this resolution.

## **2. Status of Outreach Calls to Local Businesses**

Commissioner Hall lead a discussion of EDC's outreach calls to local businesses. Commissioner Hall mentioned that she has archived in our google drive the notes she received from EDC members who placed calls to local businesses. The calls were designed to check in with Long Grove Businesses to see how they are doing in the wake of Covid 19 and ask whether Long Grove could provide additional assistance to them. After some discussion, EDC members confirmed that while these calls were successful there was no need to place additional outreach calls. Chairman Goble suggested that the summary of the outreach calls to local businesses should be sent to the Village Trustees. Commissioner Hall agreed to send such a summary report to the Village Trustees via email. She will include the notes prepared by EDC members of their calls to local businesses.

## **3. Report on Progress of Developing List of Leads for Contacts - Prospective Businesses for Long Grove**

- Commissioner Elliott advised that he and Commissioner Pipin are working on preparing the list of contacts/leads of businesses that we would like to see locate to Long Grove. Along with this list, Commissioner Elliott said that we need to prepare a plan and repeatable process to employ when contacting or meeting with potential businesses (possibly a flow chart of processes and contacts - zoning, planning, business mentors ). We should also identify centers of influence and ways to network. Commissioner Elliott will work with Commissioner Pipin to develop the list of leads for new business. Further Commissioner Elliott will work with Michael Sarlitto to develop a flow chart and list of contacts to help new businesses locate to Long Grove.
- Three Centers of Influence were identified after some discussion of how best for EDC members to help with developing leads and relationships for new business contacts:
  - Business or Restaurant Brokers Association- Commissioner Brown and Chairman Goble -volunteered to put together a proposal to present to the Board/Manager Lothpeith to spend funds (approximately \$400-\$500) for membership to such a trade association after some investigation as to merits of joining any such organization/trade association.
  - Lake County Partners- Commissioners Hall and Elliott will coordinate possibly setting up a monthly meeting with Lake County Partners as well as advising the EDC of Lake County Partner events and quarterly meetings so others may participate. Commissioner Brown subsequently volunteered to assist Commissioners Hall and Elliott in this endeavor
  - Local Banks and Lawyers- Commissioners Steinberg and Pipin will lead this effort to identify possible contacts to assist with identifying businesses looking to locate in the area.
- Commissioner Pipin reiterated that EDC should help develop a process for new businesses to follow together with a welcome packet that should be included on the Long Grove Website, patterned after other municipalities such as Libertyville
- Village Intern Rosenquist mentioned that the Village recently updated their website to among other things include a business development tab including an EDC Welcome Letter. She will also archive this information on Google Drive and assist with updating this information on the website as we further develop the flow chart, new business welcome process and new business contacts.
- Commissioner Pipin will be reaching out to Metro Strategies to request more focused pricing specifically for no-match grants, and specific to the pathways project. Village Intern Rosenquist distributed the most recent Metro Strategies document, which includes basic information on the project. Commissioner Pipin will also be contacting Trustee O'Connor for more detailed information on the pathway project.

## **4. CFI Development**

Discussion was had concerning outreach to new owners of the CFI Development site Chairman Goble and Commissioner Pipin agreed to connect with the new owner of CFI (Weiss Properties) to discuss attendance at the next EDC meeting (July 14<sup>th</sup>, 2020).

Michael Sarlitto led a discussion of the CFI Property and its recent acquisition by Weiss Properties. Mr. Sarlitto reported that he spoke with the Vice President of Development for Weiss Properties about potential redevelopment opportunities for the property highlighting the following possible uses:

- medical tech,
- bio tech
- urban agriculture
- CLC branch or branch of another educational institution
- theatre
- Class B office

Currently they are doing their due diligence regarding planning and redevelopment and are working with Jim Hogue in this regard. Commissioner Hall suggested that the EDC should assist them with vetting what is allowed by the Village and what possible uses are desired by the communities surrounding the CFI site and how to overcome any hurdles

**5. Commissioner Pipin discussed engaging S. B. Friedman for study and evaluation as to how best to develop the largest available sites in Long Grove.** He suggested that prior to pursuing an engagement with S.B. Friedman Development Advisors, the Village should consider first reaching out to the owners of the 5 largest development sites to gauge interest in their participation in funding the consultant services.

**6. Adjournment.**

Chairman Goble adjourned the meeting at 8:40 AM with roll call vote of members that were present.