



AGENDA

ECONOMIC DEVELOPMENT COMMISSION

Economic Development Commission: August 19, 2026 at 7:00 PM
Village Hall 740 Hillgrove Avenue, Western Springs, IL 60558

A. Call to Order

B. Approval of Minutes

1. Minutes of the July 23, 2025 Economic Development Commission

C. Public Comment

D. Considerations

E. New Business

1. Economic Development Activity Report
2. Village Facility Use
3. Update to Village Code Section 2-6-2

F. Other Business

G. Adjournment

Individuals with disabilities who plan to attend / participate in this meeting and who require accommodations to allow them to observe and participate, or who have questions regarding accessibility of the meeting or facilities, please email accommodations@wsprings.com or contact Jill Izzo at 708-246-1800, extension 127.

Economic Development Commission
Village Hall Board Room
July 23, 2025 7:00 p.m.

Present: Dr. Irene Combs, Chairperson
Rene Cozzi, Member
Andrew Ariens, Member
Caleb Copeland, Member
Tim Holewczynski, Member
Dennis Kelly, Member
Mark Mitchell, Member
Jordan Myers, Member
Heather Valone, Director of Community Development
Kelsey Fawell, Senior Planner
Zach Perkins, Community Development Intern
Patrick Lamb, President of HOA, Foxford Station & Resident

Call to Order: Chairperson Irene Combs called the meeting to order at 7:00 pm. Commissioners present introduce themselves.

Approval of Minutes: Member Kelly made the motion to approve July 10, 2024, minutes. Member Cozzi seconded the motion. All commissioners were in favor and motion passed unanimously. Member Ariens made the motion to approve November 6, 2024 minutes. Member Copeland seconded the motion. All commissioners were in favor and motion passed unanimously.

Public Comment: There was no public comment.

Considerations: Property Improvement Grant Program Request: 4384 Hampton Avenue, Fire Suppression and Alarm Upgrades: Community Development Intern, Zach Perkins, provided a summary of the property improvement grant program request for the Theatre of Western Springs. The applicants are requesting a grant to assist with the fire suppression and fire alarm upgrades to the building. Theatre is proposing several fire safety improvements to help modernize the building to improve the safety for its customers and also to comply with the Village's building codes. Improvements include replacement and relocation of sprinkler and sprinkler heads, replacing stabilizing pressure gauges and re-piping. The total quote for this work is \$15,000 and the request grant is \$7,000.

The Department of Fire and Emergency Services met with the application and conducted a thorough review of the proposal to ensure the work aligns with the goals of the program. Community Development determined that this request meets all the standards of the program.

Member Mitchell made a motion to recommend the application as submitted in a grant award of \$7,000 as determined by the Village Board. Member Kelly seconded the motion. A voice vote was conducted, and all members voted aye with none opposed. The application will be moved forward to the Planning and Zoning Committee on August 12th.

Foxford Station, Foxford Station Condominium Association, 4441 Wolf Avenue – Tax Increment

Finance Incentive Request for Reduced Permit Fee: Foxford requested to have their permit fee reduced for their exterior replacement material permit. HOA President, Patrick Lamb, provided background on the issues that occurred from the original installation of the material under the development permit. The original installation of the façade needs replacement. The HOA is not looking for a grant, but is seeking to have their fee reduced since the building is essentially needing a repair of a material that was already permitted and paid for.

Member Kelly made a motion to approve the economic incentive request from the HOA. Member Kelly seconded the motion. A voice vote was conducted, and all members voted aye with none opposed. The application will be moved forward to the Finance Committee Meeting on August 12th.

Other Business: None

Adjournment: Member Cozzi made a motion to adjourn. Chairperson Combs seconded the motion. The meeting was adjourned at 7:27 p.m. by unanimous vote.



Heather Valone, AICP, Director of Community Development



AGENDA ITEM SUMMARY

ECONOMIC DEVELOPMENT COMMISSION

Economic Development Commission: August 19, 2026

AGENDA ITEM E.1.

To: Economic Development Commission

From: Heather Valone, AICP, Director of Community Development

CC: Ellen Baer, Village Manager, Casey Biernacki, Deputy Village Manager, Kelsey Fawell, Senior Planner, Jill Izzo, Deputy Village Clerk, Anne Skrodzki, Village Attorney

RE: Economic Development Activity Report

Recommendation

None.

Summary

Village staff will provide a presentation to the Economic Development Commission on several key local economic data points. The presentation will include an overview of recent business openings, commercial permitting activity, current sales tax trends, and updates on the Property Improvement Grant Program. In addition, Village staff will report on relevant economic development projects currently in progress or recently completed. The presentation is intended to provide an update on ongoing initiatives by offering timely, data-driven insights into local economic conditions and activities.

Financial Impact

None.

Recommended Motion

None.

Strategic Plan Alignment

Community Planning and Economic Development.

File Attachments

None



AGENDA ITEM SUMMARY

ECONOMIC DEVELOPMENT COMMISSION

Economic Development Commission: August 19, 2026

AGENDA ITEM E.2.

To: Economic Development Commission

From: Heather Valone, AICP, Director of Community Development , Zachary Perkins, Community Development Intern

CC: Ellen Baer, Village Manager, Casey Biernacki, Deputy Village Manager, Kelsey Fawell, Senior Planner, Jill Izzo, Deputy Village Clerk, Anne Skrodzki, Village Attorney

RE: Village Facility Use

Recommendation

Consider recommending approval of the use of the Village facility for lease or use by the local business community to the Village Board.

Summary

Village staff is seeking feedback from the Economic Development Commission (EDC) regarding a Village-owned train station facility that has recently become available for lease or use by the local business community. As part of this process, staff is evaluating potential opportunities for the facility that support business needs, encourage economic activity, and align with the Village's broader development goals.

Input from the EDC will help guide next steps, including identifying appropriate uses, establishing any necessary parameters for tenancy or shared use, and determining how best to market the space to interested businesses.

Financial Impact

Detailed information will be provided at the meeting for discussion.

Recommended Motion

I move to recommend to the Planning and Zoning Committee to discuss opportunities to locate a business use in the train station facility.

Strategic Plan Alignment

Community Planning and Economic Development.

File Attachments

None



AGENDA ITEM SUMMARY

ECONOMIC DEVELOPMENT COMMISSION

Economic Development Commission: August 19, 2026

AGENDA ITEM E.3.

To: Economic Development Commission

From: Heather Valone, AICP, Director of Community Development , Zachary Perkins, Community Development Intern

CC: Ellen Baer, Village Manager, Casey Biernacki, Deputy Village Manager, Kelsey Fawell, Senior Planner, Jill Izzo, Deputy Village Clerk, Anne Skrodzki, Village Attorney

RE: Update to Village Code Section 2-6-2

Recommendation

Consider a recommendation to approve the proposed text amendment updating the purpose statement for the Economic Development Commission as contained in Section 2-6-2 of the Village Code to the Village Board.

Summary

The Village Board and staff are currently reviewing the purpose statements for all Village commissions as outlined in Title 2 of the Village Code. As part of this effort, staff has evaluated the Economic Development Commission's ("the"EDC") purpose statement contained in Village Code Section [2-6-2 \(LINK\)](#).

Based on this review, Village staff is recommending updates to the existing purpose statement to better align it with the duties and responsibilities the Commission is presently tasked with. These recommended changes are intended to more accurately reflect the Commission's role, including its role in monitoring local economic indicators, supporting business development initiatives, and advising on relevant economic projects and programs. Village staff is recommending the removal of the existing EDC purpose statement and replacement of Section 2-6-2 as follows:

The Economic Development Commission shall work to promote economic growth and support the Village's business community by serving as an advisory commission to the Village Board of Trustees in areas of economic development, including:

- A. To prepare, review, and recommend to the Village Board of Trustees an economic development policy that promotes the retention of existing businesses and attraction of new businesses and investments to the Village. The Economic Development Commission may thereafter, from time to time, recommend any changes or updates to the economic development policy and implementation programs or strategies to achieve the goals within the economic development policy.
- B. To review, evaluate, and make recommendations on applications for economic incentives, including but not limited to tax increment financing (TIF) district

incentives, the Property Improvement Grant Program (PIGP), and County or State programs to the Village Board.

- C. To review, evaluate, and make recommendations for annual marketing strategies to maintain a business-friendly environment and strengthen the Village's business districts to the Village Board of Trustees.
- D. To collaborate with neighborhood groups, community organizations, and individuals to support the Village's economic development and strengthen connections between residential and commercial areas.
- E. And other such functions referred to the Economic Development Commission by the Village Board of Trustees.

The Village Attorney and the staff will be present to discuss the proposed purpose statement and additional research related to the proposed text amendment.

Financial Impact

None.

Recommended Motion

I move to recommend to the Planning and Zoning Committee the approval of the proposed text amendment to update the purpose statement for the EDC.

Strategic Plan Alignment

Community Planning and Economic Development.

File Attachments

None