

Meeting Agenda
Business Development Commission
April 14, 2021 6:30 p.m.
234 S. State St, Hampshire, IL 60140
(Virtual Meeting Optional)

1. Call to Order
2. Public Comments
3. Review of minutes from March 10, 2021 meeting
4. Ambassador Program
 - i. Review of letter to companies
 - ii. Next steps
5. Commercial Land Development
 - i. Revisit the Smart Growth Economic Plan
 - ii. Subcommittee for Comprehensive Plan Work??
6. Entrepreneurial Discussion
 - A. Next steps
7. Brochure Discussion
 - A. Update (Hedges)
8. Beautification Committee Report
 - A. Façade updates (Swalwell)
 - B. Expansion of Façade Program area?
 - C. Beautification Meeting Report (anything else?)
9. Update on Code Enforcement of downtown buildings
10. Hampshire's Very Own
 - A. List of remaining companies
 1. Stitching on State (new owner March)
 2. Hampshire Animal Hospital (April)
 3. Randy Ross Gas Pump (May)
 4. Roy's Place (June)
 5. Mama Toom (July)
 6. Jimmy's Sports Bar (August)
 7. Christina Michelle Salon (September)
11. Update on new or existing businesses in the village
12. Adjourn

Attendance: By Executive Order of the Governor, No. 2020-10 and No. 2020-18, all public and public hearings for essential governmental services through May 30, 2020, may be held by video or tele conference, provided there is an accommodation for the public to participate, and submit questions and comments prior to meeting. If you would like to attend by Video or Tele Conference, you must e-mail the Village Clerk with your request no later than 24 hours prior to the meeting and a link to participate will be sent to your e-mail address the day of the meeting, including all exhibits and other documents (the packet) to be considered at the meeting.

Public Comment: Comments or questions may be submitted to the Village Clerk no later than 4:00 PM on the day prior to the meeting, by email to Lvasquez@hampshireil.org. Any written comments so received shall be noted in the minutes of the meeting.



Business Development Commission
Meeting Minutes
234 S. State St, Hampshire, IL 60140
(Virtual Meeting Optional)

The regular meeting of the Business Development Commission of Hampshire was called to order by Trustee Ryan Krajecki in person and through a MS Teams video chat on March 10th, 2021

Call to order at 6:34 pm

Virtual: Commissioners Bill Swalwell, David Pizzolato, Susie Kopacz, Elaine Thomas, Ian Lamp, Trustee Ryan Krajecki and Village Administrator Jay Hedges.

In-person: Assistant to the Village Manager Josh Wray

Absent: Commissioner Karen Trzaska

Public Comments:

- None

Meeting Minutes Approval From 2/10/21:

- Commissioner Lamp moved to make a motion to approve with noted changes to the 2/10/21 meeting minutes.
 - Second by Commissioner Pizzolato
 - Motion carried by voice vote:
 - Ayes: Pizzolato, Kopacz, Thomas, Lamp and Krajecki
 - Nays: None
 - Absent: Trzaska, Swalwell

BDC Ambassador Program

- Commissioner Trzaska and Jeanie Mayer (Chamber of Commerce) discussed the development of a local business ambassador program. They will create a joint letter to introduce the idea to businesses within the Village to connect and gain insight on what we can do better. Commissioner Trzaska will provide a draft for the BDC to review at April's meeting.

Commercial Land Development

- Village Administrator Hedges provided an update on the Oakstead property and provided the BDC with the website where all documents live:
<https://www.hampshireil.org/Residents/Latest-News/Public-Hearing-for-Oakstead-Subdivision.aspx>

- The BDC discussed the need of detailing the recommended areas, usage and criteria for land to be considered as commercial within the Village. Commissioner Pizzolato will develop the criteria and send it out to the BDC to review for discussion at April's meeting.

Entrepreneurial Discussion

- Commissioner Thomas shared her research in attracting entrepreneurs to Hampshire. She found that many people have transitioned to a new career or workplace due to the pandemic and communities are capitalizing on it. There were many examples and opportunities that were laid out, of which Commissioner Thomas will go back and propose ideas for the BDC to investigate further.

Marketing Brochure Update

- Assistant to the Village Manager Wray provided an update that the brochure is no complete and is waiting to be printed until the Village election is over in April.

Beautification Committee Report

- Commissioner Swalwell presented the following updates:
 - Streetscape project has been approved and is scheduled for completion by Labor Day 2021.
 - Farmers Insurance owner Roger Larson has approached Commissioner Swalwell about updating his façade. More details to come after they are able to meet.
 - A new owner of a doctor's office on main street has inquired about the façade program. No further details.

Property Code Enforcement Update

- Though work has not been completed yet, both the downtown Dollar Store and the former Palazzolo's owners have been in touch and will look to be updating their façade.

Hampshire's Very Own

- The current schedule of Hampshire's Very Own articles will be as follows:
 1. Stitching on State
 2. Hampshire Animal Hospital
 3. Ross' Gaspump Garage
 4. Roy's Place
 5. Mama Toom
 6. Jimmy's Sports Bar
 7. Christina Michelle Salon

New or Existing Business Update

- The Village has put two potential restaurant owners have been put in contact with the owners of the former Palazzolo's business – no update.

Adjourn

- Commissioner Swalwell moved to make a motion to adjourn at 8:22 pm.
 - Second by Commissioner Pizzolato
 - Motion carried by voice vote:
 - Ayes: Swalwell, Pizzolato, Kopacz, Thomas, Lamp and Krajecki
 - Nays: None
 - Absent: Trzaska