



Business Development Commission
Meeting Minutes
September 11, 2019 6:30 p.m.
Resource Bank
135 W. Oak Knoll

Call to order at 6:35 pm

Present: Commissioners Bill Swalwell, David Pizzolato, Susie Kopacz and Trustee Ryan Krajecki

Absent: Ian Lamp and Joe Lazzar

Public Comments:

- None

Meeting Minutes Approval From 8/14/19:

- The commission reviewed and Commissioner Kopacz moved to make a motion to approve.
 - Second by Commissioner Swalwell
 - Motion carried by voice vote:
 - Ayes: Swalwell, Kopacz, Pizzolato, Krajecki
 - Nays: None
 - Absent: Lamp and Lazzar

Resource Bank Presentation of Financing Package for Façade Program

- Resource Bank presented (3) new loan programs available to businesses within the Village that can take part in the façade improvement program. The loans are designed to allow businesses to bridge the gap between awarded money from the Village and the balance of the project. The Commission thanked the team from Resource for their proactiveness in willing to assist businesses within the Village.

Main Street Program - Updates

- Building Inventory Program – Location One (LOIS): Trustee Krajecki shared that recent meetings with representatives from the state were able to provide access to the LOIS platform for integration on the Village website. This service will provide the village with a comprehensive and interactive way for business owners to view available properties within the Village.
- The Commission reviewed the list of stakeholders and finalized invite list for a local organizational meeting with the clubs within Hampshire. The meeting is tentatively scheduled for November 2.
- The Commission also discussed the agenda for the community meeting which will include Main Street updates, an overview of the Façade Improvement Program and a round table session.

New Business Brochure

- Mayor Magnussen shared that his current creative designer who was working on the project has left leaving a void in the creative she was doing and will no longer be able to create the brochure.
- Commissioner Pizzolato had sent out the creative brief for the project and received concepts back that was shared with the group. Commissioner Pizzolato will layout the content he thinks should be in the document and share with the group at our next meeting. This information will be able to define the total cost of the project.

Recap of Meeting on State Programs

- In order to receive funding, we need to be GATA approved. Our grant writer thought we had been in the past but wasn't sure if it was current.
- There is new IL Capital Bill has funding for these groups:
 - Earmarked projects of high value (Marengo's project in here)
 - Member Initiative - this comes from our regional representatives and the elements include:
 - Money will be available to spend on projects and the representatives are the key people to get involved in helping us get the money out of this bill
 - Agency initiatives & Prime Sites
 - In the event the Village receives any type of funding, it would be prudent to constantly maintain a list of projects in town and continually communicate them (i.e. a Capital Plan)
- The Village should look to incorporate the Edge Tax Credit into our solicitation of new businesses
- For recruiting new businesses we should consider attending Broker's Events. In order to do that, we need to do these things first:
 - Work on improving the village properties
 - Be sure our properties get listed on Location One (LOIS)
 - Make sure our zoning is in line
- There other programs that will be coming back, including:
 - BIDP
 - Large Business Development Grants
- Continue to develop a closer relationship with key business owners/developers in town and bring them into our planning, especially those who are doing work now such as:
 - Stanley Machine Owner (Tryscka?)
 - Elgiloy Owner (Daro)
 - Harry Siegel
 - Lampheer (Van Vlissingen)
 - Lazar

Beautification Committee Report

- Commissioner Swalwell presented the following updates to the façade program.
 - Petersen Fuels – Has the quotes and Village authorization to begin work, just waiting on them to execute
 - Speckled Fawn – Is working with contractors to line up the enhancements; the Committee is still awaiting a formal application to be submitted.
- Commissioner Swalwell also shared that the wayfinding sign proposal is being tabled until the next Beautification Committee meeting.

Topics to be brought from the BDC to the Village board

- Façade Approval Letter – Trustee Krajecki shared that he worked with the Village Attorney to craft a letter that can be used when a façade improvement application is awarded. The BDC all approved.
- The discussion regarding a recommendation that the BDC will be able to integrate into the review of all proposals that will have economic impact on the Village and be able to provide a report to the Village board will be shared at the next Village Board meeting. During August's meeting, the Commission unanimously agreed due to the individual perspectives that make up the BDC and how each's backgrounds can be used as another data point and asset to the Village Board's decision.

Open Positions

- The BDC currently has an open position due to the resignation of Mike Armato. The BDC will look to fill that vacancy.

Hampshire's Very Own

- The new schedule is as follows of the company profiles to be showcased:
 - Block's (September)
 - Stichin' on State (October)
 - Hampshire Cleaners (November)
 - Century 21 (December)
 - Luxor Nails (January)
 - Incredible Builders (February)

ADDED to the Agenda - ESRI Reports

- Commissioner Pizzolato suggested that the Village purchase updated demographic reports from ESRI for use on the Village website and all collateral. The reports are from 2017 and much of the data has changed.
- Commissioner Pizzolato moved to make a motion to approve.
 - Second by Commissioner Swalwell
 - Motion carried by voice vote:
 - Ayes: Swalwell, Kopacz, Pizzolato, Krajecki
 - Nays: None
 - Absent: Lamp and Lazzar

New or Existing Business Update

- There are no updates

Adjourn

- Trustee Krajecki moved to make a motion to adjourn at 8:42
 - Second by Commissioner Kopacz
 - Motion carried by voice vote:
 - Ayes: Swalwell, Kopacz, Pizzolato, Krajecki
 - Nays: None
 - Absent: Lamp and Lazzar

