



EMBRACE OPPORTUNITY
HONOR TRADITION

Village President
Mike Reid, Jr.

Village Trustees
Heather Fodor
Aaron Kelly
Toby Koth
Lionel Mott
Laura Pollastrini
Erik Robinson

Meeting Agenda
Business Development Commission
March 9, 2022 6:30 p.m.
234 S. State St. Hampshire, IL 60140

1. Call to Order
2. Public Comments
3. Review of meeting minutes from February 9, 2021
4. Developing a long-term strategy for the Business Development Commission
 - A. Confirmation of goals for economic development
 - B. Evaluation/selection of economic development strategies
5. Update on Streetscape - Project Approved by Village Board on 3/3/22
6. Discussion on Main Street Program
7. Beautification Committee Report
8. Hampshire's Very Own
 - A. List of remaining companies
 1. O'Reilly Family Dental
 2. Chick n' Dip
 3. RK Services
 4. Krueger Accounting
9. Update on new or existing businesses in the Village
 - A. Vista Trans - Hampshire Logistics Park
 - B. Others
10. New Business
11. Adjournment

VILLAGE OF HAMPSHIRE

234 S. State Street, P.O. Box 457, Hampshire, IL 60140-0457
847-683-2181 phone / 847-683-4915 fax

hampshireil.org

Attendance: By Public Act 101-0640, all public meetings and public hearings for essential governmental services may be held by video or tele conference during a public health disaster, provided there is an accommodation for the public to participate, and submit questions and comments prior to meeting. If you would like to attend this meeting by Video or Tele Conference, you must e-mail the Village Clerk with your request no later than noon (12 PM) the day of the meeting. A link to participate will be sent to your e-mail address, including all exhibits and other documents (the packet) to be considered at the meeting.

Recording: Please note that all meetings held by videoconference will be recorded, and the recordings will be made public. While State Law does not required consent, by requesting an invitation, joining the meeting by link or streaming, all participants acknowledge and consent to their image and voice being recorded and made available for public viewing.

Accommodations: The Village of Hampshire, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in the meeting(s) or have questions about the accessibility of the meeting(s) or facilities, contact the Village at 847-683-2181 to allow the Village to make reasonable accommodations for these persons.



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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 Commissioner Krajecki in person and through a MS Teams video chat on February 9, 2022.

Call to order at 6:35 pm

Virtual: Commissioners Karen Trzaska

In-person: Commissioners Ryan Krajecki, Bill Swalwell, David Pizzolato and

Roll call confirmed - (quorum established)

Absent: Commissioners Susie Kopacz, Ian Lamp and Trustee Aaron Kelly

Public Comments:

- None

Meeting Minutes Approval From 1/13/22:

- Commissioner Pizzolato moved to make a motion to approve with noted changes to the 1/13/22 meeting minutes.
 - Second by Commissioner Trzaska
 - Motion carried by voice vote:
 - Ayes: Swalwell, Trzaska, Pizzolato and Krajecki
 - Nays: None
 - Absent: Kopacz, Lamp, Kelly

Developing a long-term strategy for the Business Development Commission

VILLAGE OF HAMPSHIRE

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Commissioner Krajecki had worked with Trustee Kelly and Assistant to the Village Manager Wray on an approach to establish an Economic Development Strategy (EDS) for the BDC to work on moving forward. This approach is rooted in EDS concepts that Assistant to the Village Manager Wray has experience with.

Assistant to the Village Manager Wray presented the concepts surrounding the EDS principles and the BDC discussed how best to approach the plan. Commissioner Krajecki had the BDC evaluate the current BDC mission to confirm that its scope and definition still applies:

The Village of Hampshire Business Development Commission (BDC) is a business advisory board to help attract and retain businesses within the village. The BDC works with the community to identify and attract key businesses and recommends infrastructure and ordinance improvements. The BDC also works with new businesses that approach the village from inception all the way to opening.

The BDC's mission is committed to attracting and retaining quality businesses for the Village in order to diversify the local economy, enhance the community's image, create new employment opportunities and provide additional services and resources for our residents.

Our work will always look to improve the quality of life for our residents, enhance our sense of community and preserve the integrity of our Village's heritage.

After discussion, the BDC members agreed that no changes needed to be made and the principles the BDC should focus on are:

- Attracting and retaining quality businesses
- Diversify the local economy
- Enhance the community's image
- Create new employment opportunities
- Provide additional services and resources for our residents

The next step will be to identify what EDS concepts the BDC should focus on future meetings that aligns with these principles.

Update of the Downtown Streetscape Grant

- Assistant to the Village Manager Wray presented that project bids went out to the construction firms and are expected back by next week. If bids are approved, work can commence and executed at some point within the timeframe of April-October.

Discussion on the Main Street Program

- Commissioner Kopacz was not in attendance and is tabled until March's meeting.

Beautification Committee Report

- Commissioner Swalwell provided the following updates:
 - FORMER DOCTOR'S OFFICE on East side of State Street: Façade replacement currently underway and making significant process. Work to be completed by the end of February.
 - FORMER DOLLAR STORE on East side of State Street: New siding and trim related material has been painted and installed. Work to be completed by the end of February.

- WASHINGTON STREET PROPERTY next to Basset Rescue: Work has been started and will be completed by the end of February.
- Commissioner Krajecki presented that Brandon Roberts will be closing on the Witaske law office on main street. His plans are to open a coffee place in the morning and a wine bar at night. He is aiming to update the façade and look to mimic the Copper Barrel. The BDC is very excited for this business to come to the Village.

Hampshire's Very Own

- The current schedule of Hampshire's Very Own articles will be as follows:
 1. O'Reilly Family Dental
 2. Chick n' Dip
 3. Krueger Accounting
 4. Iron Wok
- RK Services removed as it was already mentioned in a previous profile

New or Existing Business Update

- Assistant to the Village Manager Wray presented the following updates:
 - The prospective buyer for the dollar store property had an illness in the family and backed out of the sale.
 - There are currently several looking to build on different properties on the north end of the Village (near the truck stop), including transportation and logistics companies. Two approaching the Village are Vista Trans & K2 Exp.
 - The project on the former Shireland property may be developed and is a finalist for a new company which could bring many jobs to Hampshire and the surrounding communities. The BDC is excited and hopeful of the opportunity.
 - Building interest remains high throughout Hampshire at this time.

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, Trzaska, Pizzolato and Krajecki
 - Nays: None
 - Absent: Kopacz, Lamp, Kelly

Charting the Course:

Aaron Kelly, Josh Wray, and myself got together for a meeting last week where we were able to lean on Aaron's expertise in developing strategies in the corporate world as well as Josh's expertise from his Master's in Public Administration studies. Together we laid out a road map for the development of our Economic Development Strategy. Please find those steps below.

Agenda Items

Step 0

Discussion of Josh's synopsis to facilitate understanding. This should be driven less by board members additional ideas and more about filling in gaps and misunderstandings

Step 1

Review of the Hampshire BDC Mission Statement. This should be an open discussion as to whether or not it is complete or includes things that should be omitted. We are not rewriting this statement at all, but rather affirming that there are no major errors in the statement.

Step 2

Define goals for the EDS Strategy

Step 3

Define multiple strategies underneath each goal for achieving them

Step 4

Define Objectives for each strategy

Step 5

Identify key stakeholders in the community that will be effected as well as contribute to the mission

Step 6

Identify key metrics that the village can track to assess progress towards the goal

Step 7

Set a schedule for achieving those goals

Step 8

Build a plan working backwards from the schedule specifying certain tactics with timelines

Step 9

Use Metrics to measure progress and modify the plan as we move forward



Village of Hampshire

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Agenda Supplement

TO: Chairman Krajecki; Business Development Commission
FROM: Josh Wray, Assistant to the Village Manager
RE: Economic Development Strategy

Strategic Planning Terms: At the last BDC meeting, the commissioners expressed that they would like more structure defined for this project related to terms. The structure below identified the basic components of a strategic planning process. Each component is followed by a brief description and then an example in parentheses based on one of the goals discussed at the prior BDC meeting.

Basic Strategic Planning Structure

Goals

broad, high-level, difficult to measure
(Attract New Business)

Strategies

ways we meet the goals; also fairly broad
(Streamline Village development processes)

Objectives

smaller, more specific, measurable goals relate to a strategy
(Minimize the time required for the variance, rezoning, and special use processes)

Benchmarks and Performance Measures

the numbers and calculations we use to track progress on the objectives
(Desired time from application to final approval = 6 weeks)

Tactics to Meet Objectives

specific ways we make progress toward the objectives; usually identified at the staff level
(Combine the Plan Commission and Zoning Board of Appeals to reduce the number of meetings required in the entitlement process)

Economic Development Lenses and Strategies: At the last BDC meeting, several “areas” of economic development were presented by staff to spark conversation about what types of goals and strategies the BDC might want to include. That list is further refined here into “lenses” an “strategies.” Lenses are a way to approach economic development and can include many strategies. Strategies, as briefly explained above, are the methods we use to meet goals.

In the examples above, the strategy used, “Streamline Village approval processes,” could be part of a broader lens such as Village Approvals that might also includes strategies related to building permits, engineering reviews, etc.

The idea of lenses is to provide some focus to the very large and broad topic of economic development. Maybe the BDC really cares about sustainability or workforce development - those would then be the lenses the commission approaches this Economic Development Strategy through; they are the 4-7 topics the commission would keep in mind when trying to define goals and strategies.

Examples of Lenses and Strategies

	Governmental Environment	Physical Environment	Human Environment
Lenses	Village Approvals	Land Use	Workforce Development
	Village Code	Sustainability	Education
	Village Communication	Infrastructure	Entrepreneur Programs
	Village Budgeting	Transportation	Amenities
		Beautification	
Strategies	Development Processes	Comprehensive Planning	Job Training
	Building Permits	Site Selection	Certification Programs
	Engineering Review	Permeable Pavement	Workshops
	Building Regulations	Rain Gardens	Incubators
	Zoning Code	Green Space	Walkability
	Marketing	Flood Mitigation	Housing Diversity
	Surveying	Water Supply	Community Events
	Incentive Programs	Road & Bridge Improvements	
		Traffic Calming	
		Walking/Biking Paths	
		Streetscaping	
		Landscaping	



To: Village President and Board of Trustees

From: Curtis P. Dettmann, P.E.
Project Manager

Date: February 25, 2022

Re: Streetscape Bids

EEI Job #: HA2013-V

All:

Please find below details related to the recently received Streetscape Improvement Bids.

Summary of Bids

- Bid opening February 24, 2022 at 11:00 am – four (4) bids received – See attached Bid Tab
 - ✓ Martam Construction, Inc. - \$1,116,569.50
 - ✓ Copenhaver Construction - \$1,025,580.00
 - ✓ Landmark Contractors, Inc. - \$1,069,602.75
 - ✓ Alliance Contractors, Inc. - \$991,449.99
- Low bid for review and consideration
 - ✓ Alliance Contractors, Inc.
- Alternate #4 - Post Clock Assembly to be added to project scope
 - ✓ New total for Alliance bid with Alternate #4 is \$1,024,449.99
- Additional funds will need to be provided by Village for total project cost

Evaluation of Bids

- All bids were higher than Engineer's Estimate and project budget.
 - ✓ Construction Budget - \$830,463.78
 - ✓ Engineer's Estimate - \$861,685.00
 - ✓ All bids unit costs were compared to Engineer's Estimate for discrepancies
 - In general, most estimated base unit costs are close to at least one of the bidder's unit costs

Alternate Bid Options

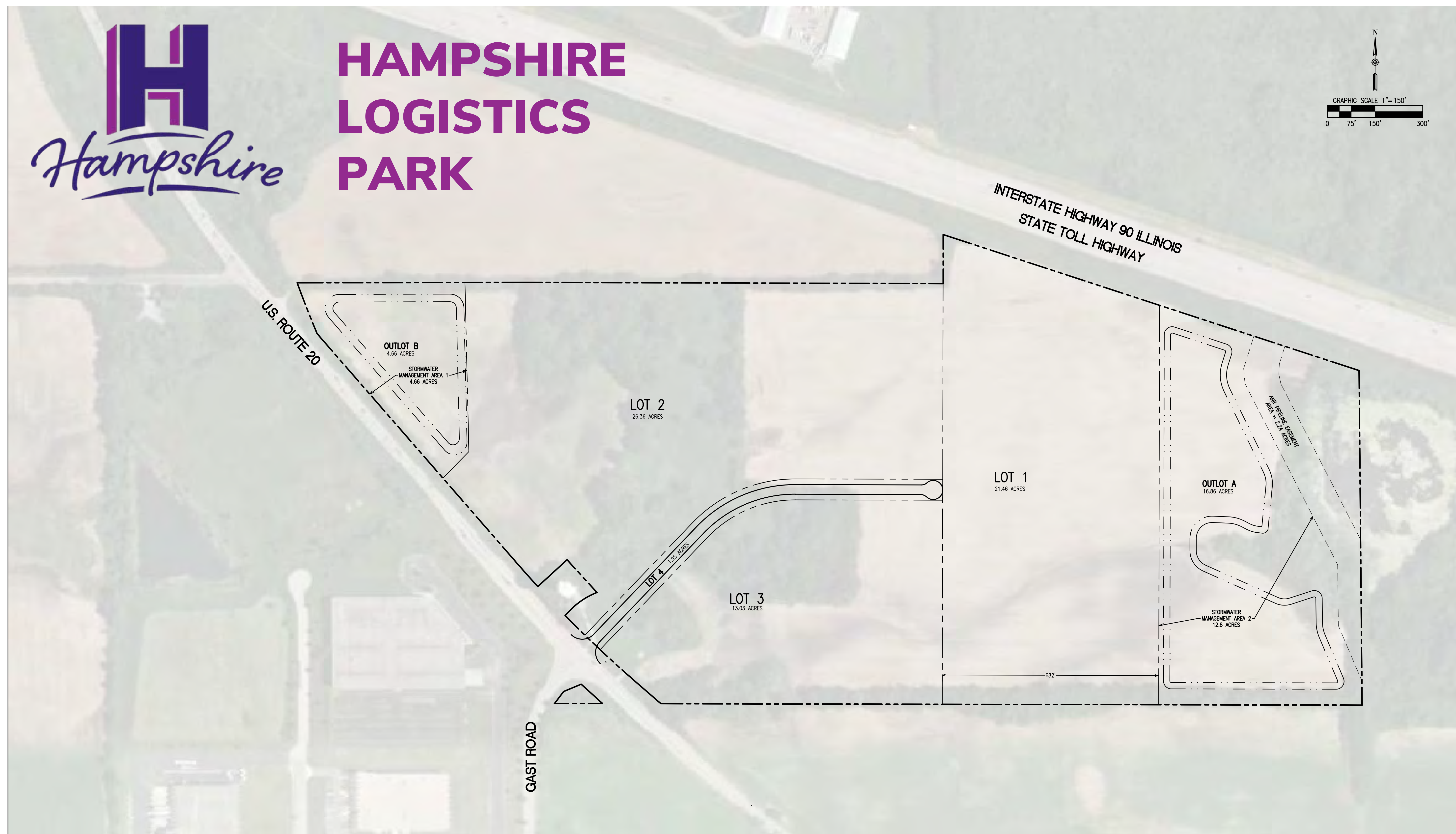
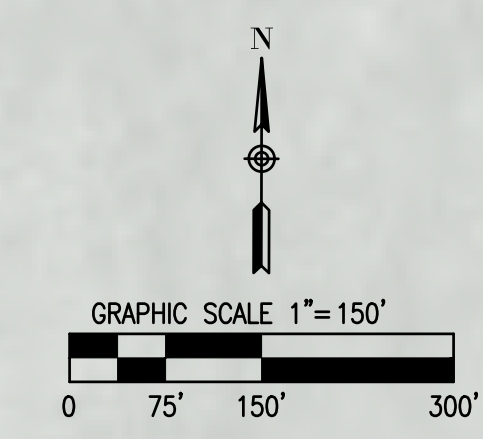
- Concrete Paver Sidewalk – **Not added**
 - ✓ Cost is over twice the cost of colored concrete
- Colored Concrete Intersections – **Not added**
 - ✓ Cost is over twice the cost of the standard concrete pavement
- Catenary Light System - **Not added**
 - ✓ Very high cost of materials and electrical components
 - ✓ High installation costs
- Post Clock Assembly - **Added**
 - ✓ Cost is near estimate and able to be added into project

If you have any questions, please contact me at cdettmann@eeiweb.com or (630) 466-6769.

Pc: Jay Hedges, Village Manager



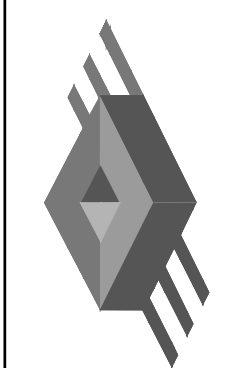
HAMPSHIRE LOGISTICS PARK



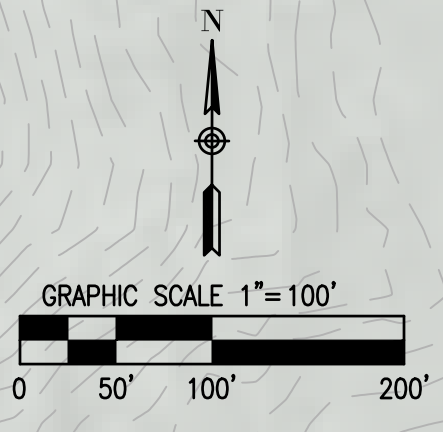
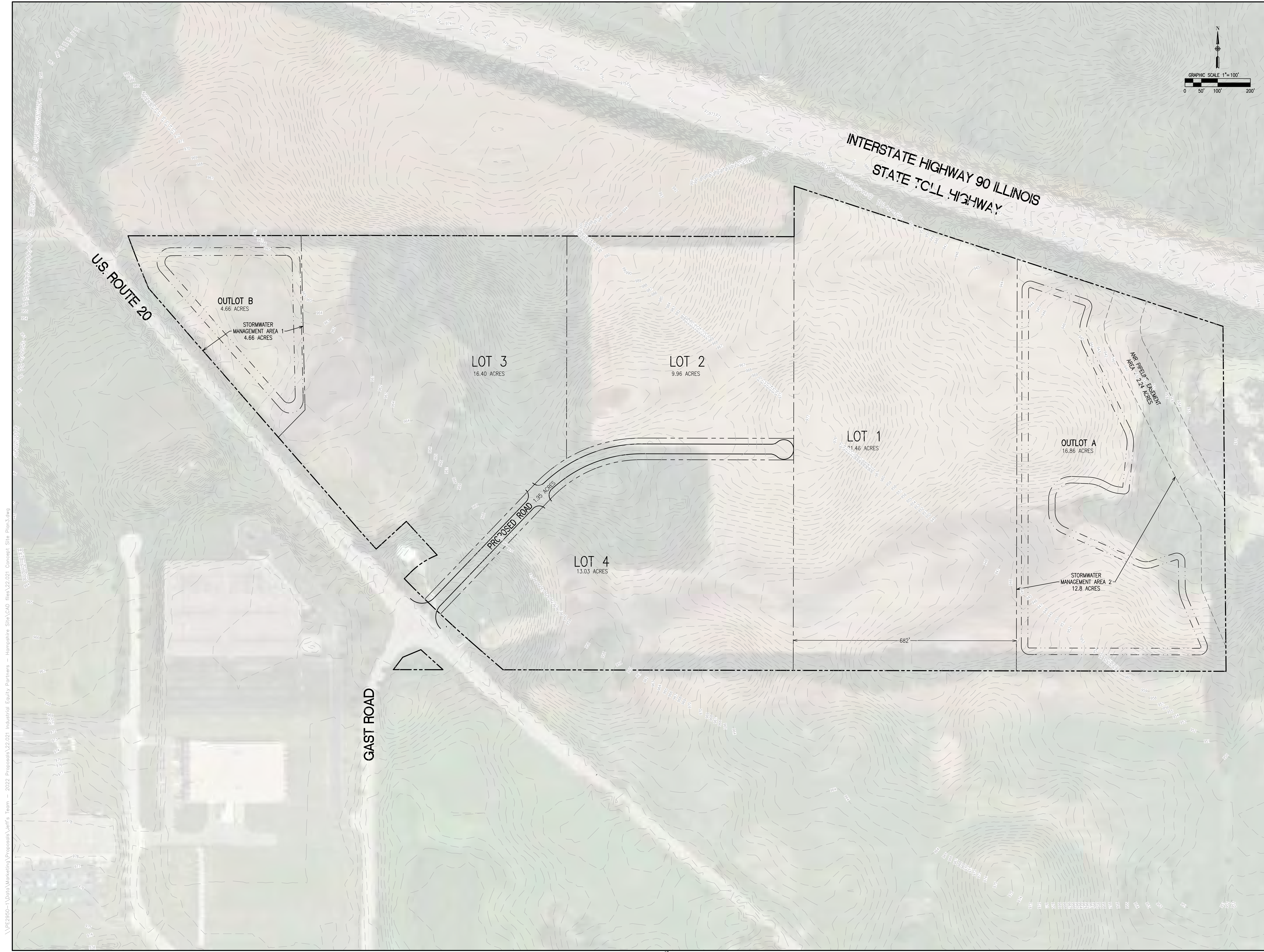
No.	1	ORIGINAL EXHIBIT DATE	02/08/22
Description	LOT EXHIBIT		

LOT EXHIBIT	
PROJECT BATTLESHIP	
ENTRE COMMERCIAL REALTY	
HAMPSHIRE, ILLINOIS	

JACOB & HEFNER ASSOCIATES
 1333 Butterfield Rd, Suite 300, Downers Grove, IL 60515
 PHONE: (630) 652-4600, FAX: (630) 652-4601
 www.jacobandhefner.com

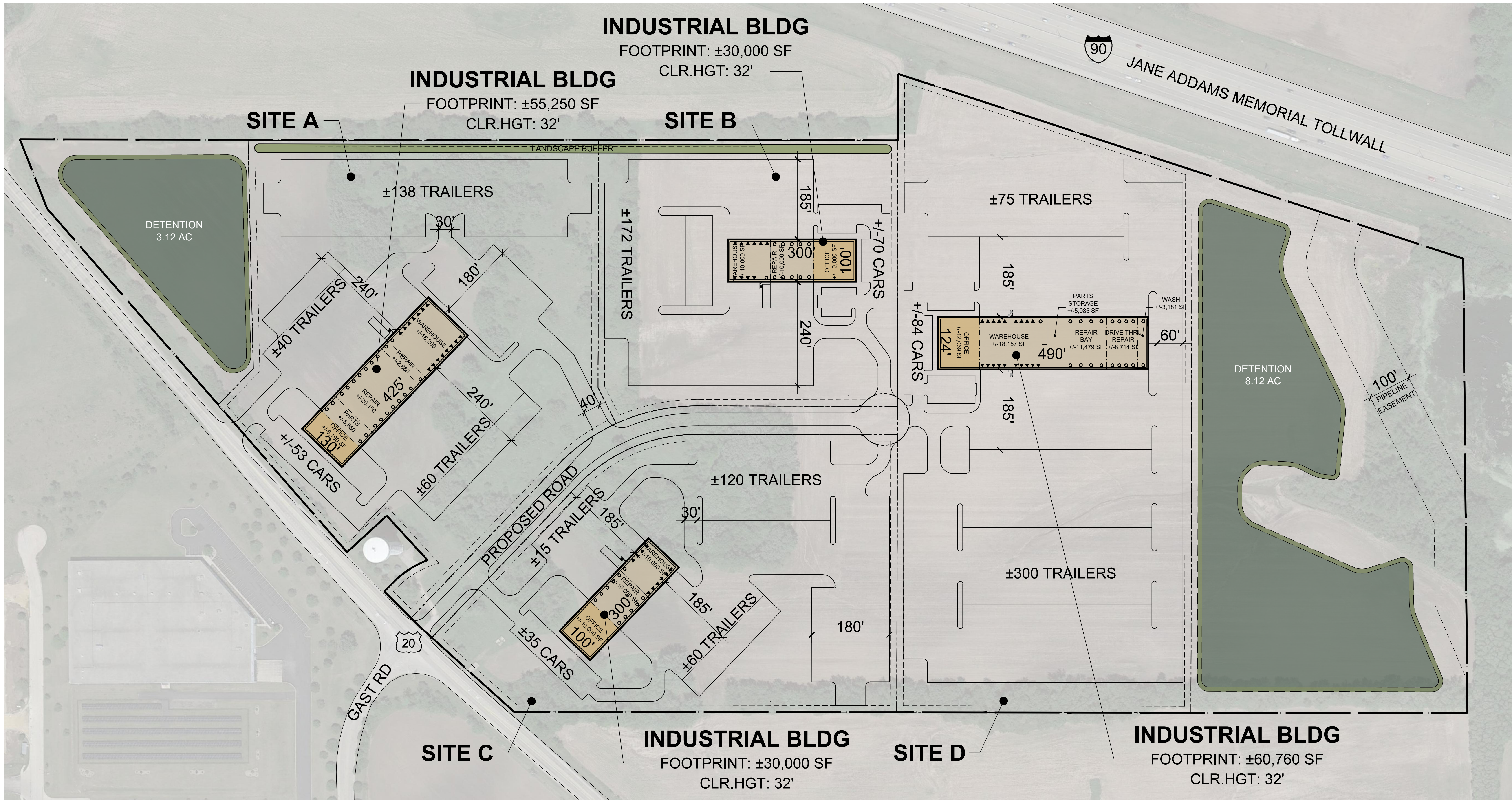


1" = 150'
 22.021
 EX-1



\\PE2350-1\0Data\Working\Processors\Jeff's Team - 2022\Processors\22.021 Industrial Equity Partners - Hampshire Site\CAD_files\22.021 Concept Site Plan3.dwg

LOT EXHIBIT	
HAMPSHIRE SITE	
INDUSTRIAL EQUITY PARTNERS	
HAMPSHIRE, ILLINOIS	
JACOB & HEFNER ASSOCIATES	1333 Butterfield Rd, Suite 300, Downers Grove, IL 60515 PHONE: (630) 652-4600, FAX: (630) 652-4601 www.jacobandhefner.com
1" = 100'	
22.021	
LOT-1	
No	Date
1	ORIGINAL EXHIBIT DATE
	Description



DEVELOPMENT STANDARDS:

ZONING: M2

MAX. F.A.R.: 1.80
 MAX. COVERAGE: 80%
 MAX. HEIGHT: 40 FT¹

BUILDING SETBACKS:²
 FRONT: 40 FT
 SIDE: 30 FT
 REAR: 30 FT

LANDSCAPE SETBACKS:
 FRONT: 15 FT
 SIDE: 15 FT
 REAR: 15 FT

LANDSCAPE REQ.: TBD

OFF-STREET PARKING:
 STANDARD: 10'X20'
 COMPACT: TBD³
 COMPACT %: TBD³
 DRIVE AISLE: TBD³
 FIRE LANE: 26 FT
 OVERHANG: TBD³
 TREE WELL: TBD³

REQ. PARKING RATIO BY USE:
 MANUF 1/2 EMP
 WAREHOUSE 1/2MP
 OFFICE: 1/500 SF

NOTES:
 1 Or 3 stories, whichever is less.
 2 40' abutting a residential or agricultural district.
 3 To be determined by city.
A PORTION OF THE ZONING INFORMATION IS UNKNOWN AT THIS TIME AND REQUIREMENTS MAY DIFFER THAN WHAT IS SHOWN IN THE SITE PLAN.

This conceptual design is based upon a preliminary review of entitlement requirements and on unverified and possibly incomplete site and/or building information, and is intended merely to assist in exploring how the project might be developed.

Stormwater Management Design: AVERAGE REGIONAL REQUIRED PROVIDED

Boundary Source: GIS MAP & AERIAL IMAGE

PROJECT DATA: SITE A

SITE AREA:	
GROSS:	16.42 AC 715,074 SF
BUILDING FOOTPRINT:	55,250 SF
BUILDING USE:	
WAREHOUSE	47,060 SF
OFFICE	8,190 SF
COVERAGE:	
GROSS:	8%
NET:	10%
PARKING REQUIRED:	
WAREHOUSE	1/2 EMP
OFFICE	1/500 SF
TOTAL	16 STALLS
PARKING PROVIDED:	TBD
AUTO:	53 STALLS @0.96/1000 SF
REQ. ACCESSIBLE	3 STALLS
TRUCK DOCKS:	238 STALLS
▲ DOCK-HIGH DOORS	15
● GRADE-LEVEL DOORS	21

PROJECT DATA: SITE B

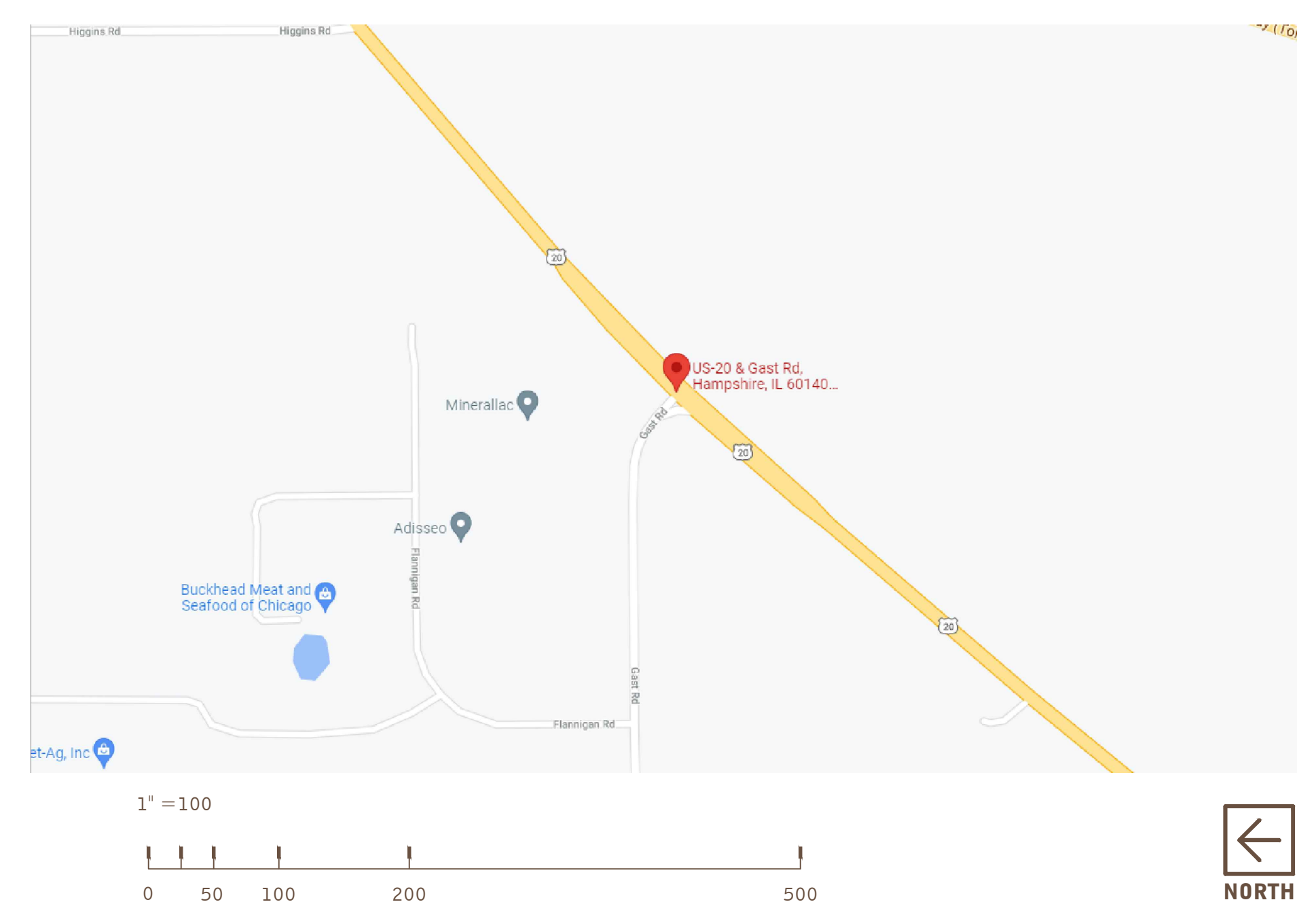
SITE AREA:	
GROSS:	9.87 AC 430,155 SF
BUILDING FOOTPRINT:	30,000 SF
BUILDING USE:	
WAREHOUSE	20,000 SF
OFFICE	10,000 SF
COVERAGE:	
GROSS:	7%
NET:	9%
PARKING REQUIRED:	
WAREHOUSE	1/2 EMP
OFFICE	1/500 SF
TOTAL	20 STALLS
PARKING PROVIDED:	TBD
AUTO:	70 STALLS @2.33/1000 SF
REQ. ACCESSIBLE	3 STALLS
TRUCK DOCKS:	127 STALLS
▲ DOCK-HIGH DOORS	10
● GRADE-LEVEL DOORS	11

PROJECT DATA: SITE C

SITE AREA:	
GROSS:	13.05 AC 568,329 SF
BUILDING FOOTPRINT:	30,000 SF
BUILDING USE:	
WAREHOUSE	20,000 SF
OFFICE	10,000 SF
COVERAGE:	
GROSS:	5%
NET:	8%
PARKING REQUIRED:	
WAREHOUSE	1/2 EMP
OFFICE	1/500 SF
TOTAL	20 STALLS
PARKING PROVIDED:	TBD
AUTO:	35 STALLS @1.17/1000 SF
REQ. ACCESSIBLE	2 STALLS
TRUCK DOCKS:	195 STALLS
▲ DOCK-HIGH DOORS	10
● GRADE-LEVEL DOORS	11

PROJECT DATA: SITE D

SITE AREA:	
GROSS:	21.46 AC 934,749 SF
BUILDING FOOTPRINT:	60,760 SF
BUILDING USE:	
WAREHOUSE	48,691 SF
OFFICE	12,069 SF
COVERAGE:	
GROSS:	7%
NET:	8%
PARKING REQUIRED:	
WAREHOUSE	1/2 EMP
OFFICE	1/500 SF
TOTAL	24 STALLS
PARKING PROVIDED:	TBD
AUTO:	84 STALLS @1.38/1000 SF
REQ. ACCESSIBLE	4 STALLS
TRUCK DOCKS:	375 STALLS
▲ DOCK-HIGH DOORS	19
● GRADE-LEVEL DOORS	19



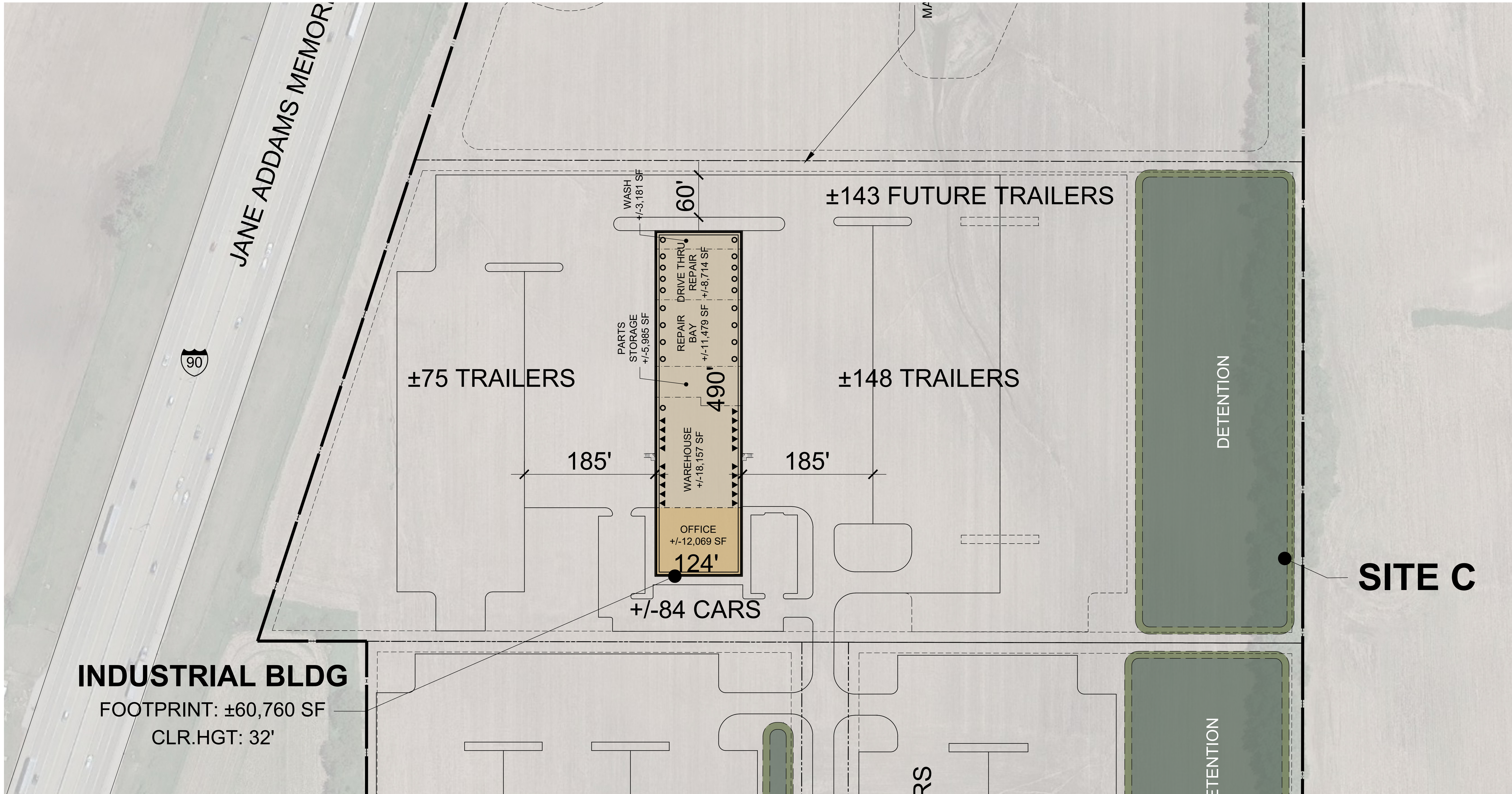
scheme: 04 Conceptual Site Plan

Route 20 & Gast Road
Hampshire, IL 60140

WARE MALCOMB

CH122-0017-00
03.03.2022

SHEET
1



DEVELOPMENT STANDARDS:

ZONING:	OM
MAX. F.A.R.:	1.80
MAX. COVERAGE:	80%
MAX. HEIGHT:	40 FT ¹
BUILDING SETBACKS:	
FRONT:	40 FT
SIDE:	30 FT
REAR:	30 FT
LANDSCAPE SETBACKS:	
FRONT:	15 FT
SIDE:	15 FT
REAR:	15 FT
LANDSCAPE REQ.:	TBD
OFF-STREET PARKING:	
STANDARD:	10'X20'
COMPACT:	TBD ³
COMPACT %:	TBD ³
DRIVE AISLE:	TBD ³
FIRE LANE:	26 FT
OVERHANG:	TBD ³
TREE WELL:	TBD ³
REQ. PARKING RATIO BY USE:	
MANUF	1/2 EMP
WAREHOUSE	1/2MP
OFFICE:	1/500 SF

NOTES:

¹ Or 3 stories, whichever is less.

² 40' abutting a residential or agricultural district.

³ To be determined by city.

A PORTION OF THE ZONING INFORMATION IS UNKNOWN AT THIS TIME AND REQUIREMENTS MAY DIFFER THAN WHAT IS SHOWN IN THE SITE PLAN.

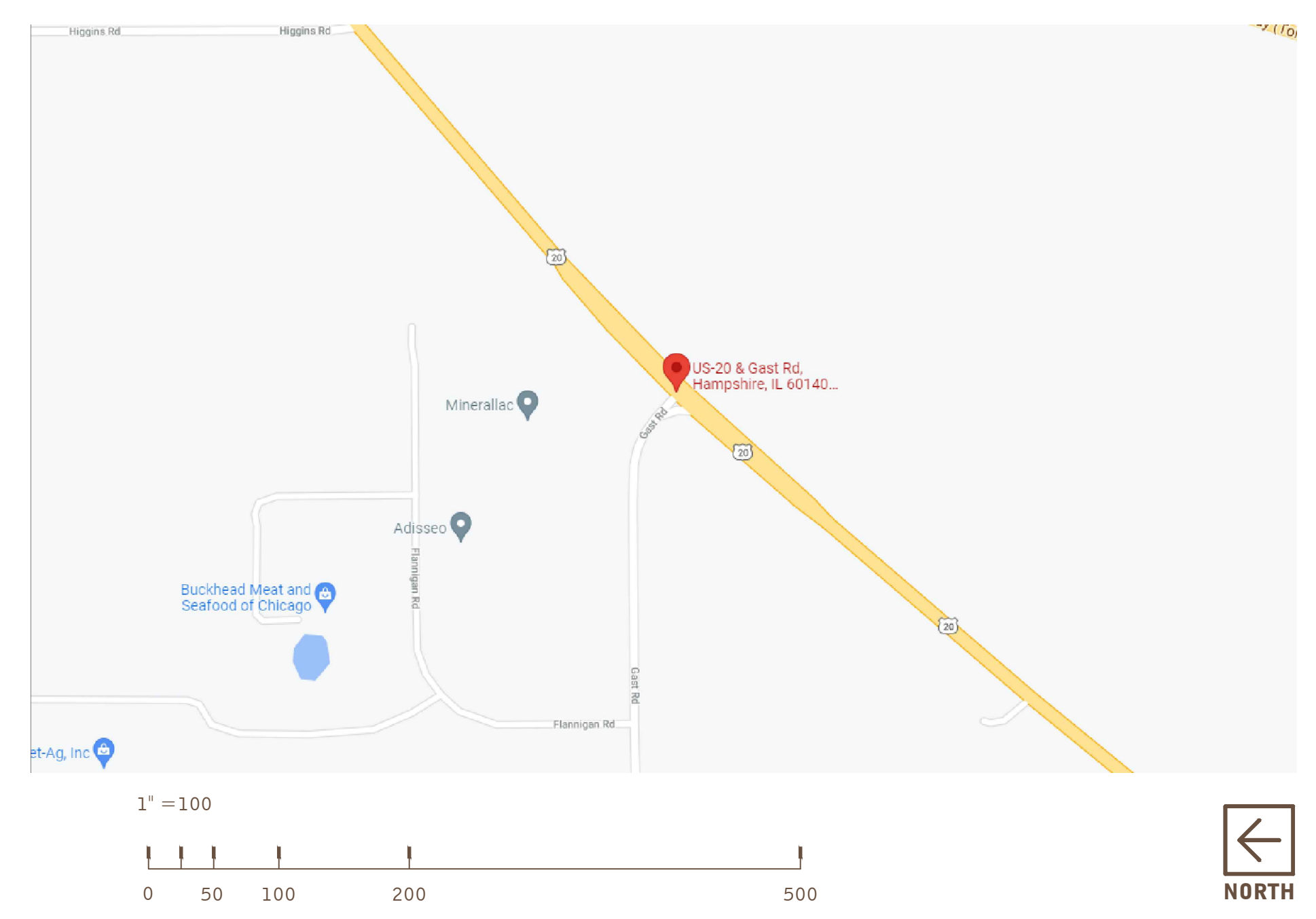
This conceptual design is based upon a preliminary review of entitlement requirements and on unverified and possibly incomplete site and/or building information, and is intended merely to assist in exploring how the project might be developed.

Stormwater Management Design:
AVERAGE REGIONAL REQUIRED PROVIDED

Boundary Source:
GIS MAP & AERIAL IMAGE

PROJECT DATA: SITE C

SITE AREA:	
GROSS:	21.46 AC 934,749 SF
DETENTION:	@ 16% 147,905 SF
NET:	18.06 AC 786,844 SF
BUILDING FOOTPRINT: 60,760 SF	
BUILDING USE:	
WAREHOUSE	44,358 SF
OFFICE	16,402 SF
COVERAGE:	
GROSS:	7%
NET:	8%
PARKING REQUIRED:	
WAREHOUSE	1/2 EMP TBD
OFFICE	1/500 SF 33 STALLS
TOTAL	TBD
PARKING PROVIDED:	
AUTO:	84 STALLS @1.38/1000 SF
REQ. ACCESSIBLE	4 STALLS
TRAILERS:	223 STALLS
FUTURE TRAILERS:	143 STALLS
TRUCK DOCKS:	
▲ DOCK-HIGH DOORS	19
○ GRADE-LEVEL DOORS	19



scheme: 03

Conceptual Site Plan

Route 20 & Gast Road
Hampshire, IL 60140

WARE MALCOMB

CHI22-0017-00
03.02.2022

SHEET
1



Development Overview

JUNE 1 2021





About Vista Trans Holding Inc

Project Overview

Marketplace Trends

An Evolving Industry

Project Design

Getting Ahead of Traffic

The Landscape

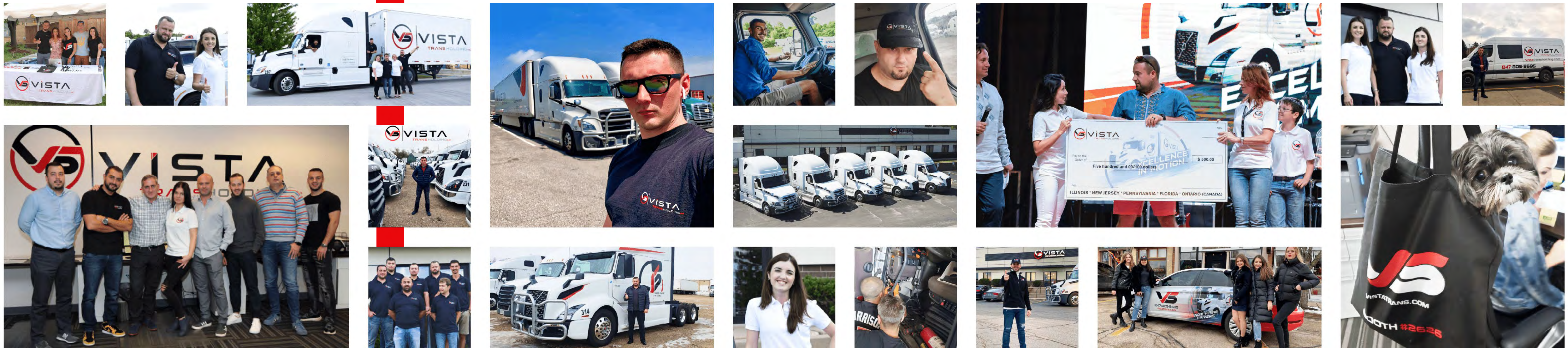


ABOUT VISTA TRANS HOLDING INC

Established in 2010 as a premier long-haul asset-based transportation service provider

Expanded services under Vista Trans and Helix brands include:

- Logistics & Brokerage
- Freight Management Solutions
- IT Solutions Development
- Consulting Services





ABOUT VISTA TRANS HOLDING INC

The proposed facility is the North America flagship/HQ building

The Vista Trans service area covers 48 states and Canada

The company has over 105 full-time office employees worldwide, with employees in Chicago, Canada, Serbia and Ukraine

The company currently has 320 trucks on the road and 410 trailers



CUSTOMER RELATIONSHIPS

Vista Trans serves over 1,000 active customers, including:



RECOGNITION

Since 2017, numerous publications have recognized Vista Trans as a top growing organization



PROJECT OVERVIEW

Modern-design two-story logistics service facility headquarters with full landscaping package

45,000 SF total building size

Approximately 10,000 - 20,000 SF crossdock warehouse and distribution space

In-house truck and trailer repair with six drive-through bays

257 on-site truck parking

117 total employee car parking

64 current full-time Chicago-area employees; projected 10-year growth to 90 full-time & 12 part-time employees

Total of 4 driver dormitories for overnight accommodations/rest as required before embarking on next day trucking activities

MARKETPLACE TRENDS



GOLD COAST LOGISTICS - Elgin, IL | Under Construction

MARKETPLACE TRENDS

Growth of I-90 market - From 30.25 MSF at the end of Q4 2018 to 32.9M SF at the end of Q4 2020, a 2.6 M SF expansion in two years. Chicago is a 1.3B SF industrial market.

Growth fueled by e-commerce demand - In 2020, Amazon leased 87M SF nationally; +/- 9.1M SF in Chicago.

Growth of e-commerce industry sub-sectors - Fulfillment, transportation, packaging, and ancillary businesses are booming.

Focus on transportation - All of the e-commerce growth and movement of the goods which fill those warehouse, are facilitated and supported by transportation.

Driver benefits focused safety and stability - As the demand for truck drivers increases, benefits focused on driver safety and stability in today's market have greatly improved. Higher salaries, larger bonuses, medical/life insurance, retirement plans, paid vacation and holidays, flexible schedules and workplace amenities like dormitories, workout facilities, training facilities, etc. are all new trends that weren't offered to most drivers even 10 years ago.

AN EVOLVING INDUSTRY

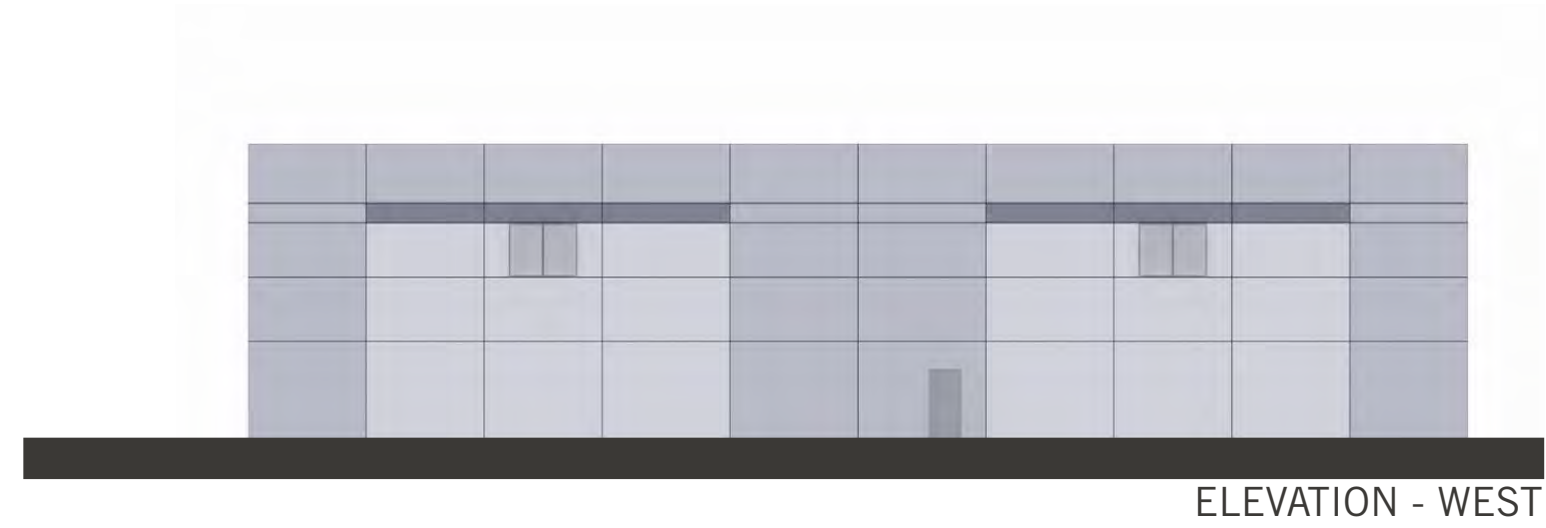
Transportation of goods happens via two alternative modes which provide over the road, long haul full truckload delivery services:

- LTL cross dock 'conventional' truck terminal
- Headquarter logistics facilities



PROJECT DESIGN

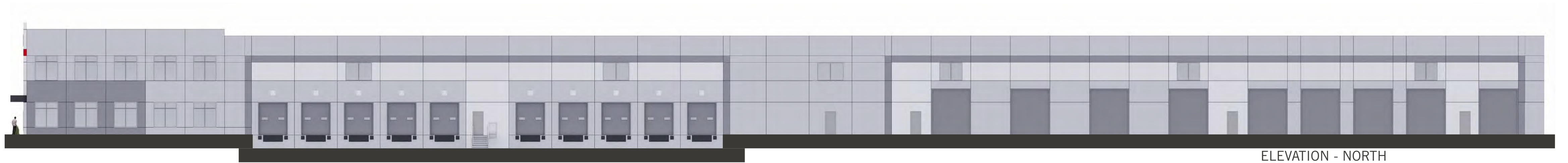
Building Elevations



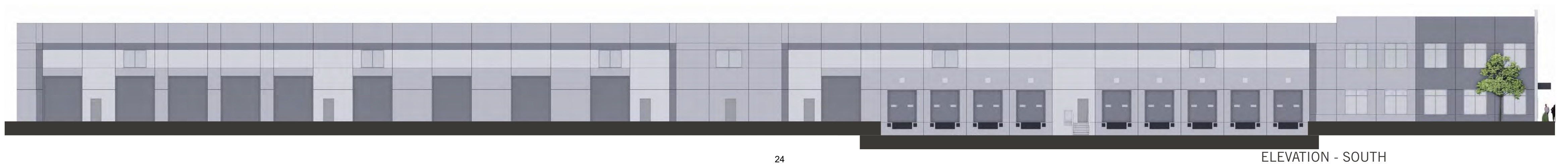
ELEVATION - WEST



ELEVATION - EAST



ELEVATION - NORTH



ELEVATION - SOUTH

PROJECT DESIGN

Building Floorplan

