



Business Development Commission
Meeting Minutes
March 11, 2020 6:30 p.m.
Hampshire Village Hall

Call to order at 6:30 pm

Present: Commissioners Bill Swalwell, David Pizzolato, Elaine Thomas, Susie Kopacz and Trustee Ryan Krajecki
Absent: Ian Lamp

Also, in attendance was Village Administrator Hedges, Village Intern Josh Wray and Jeanie Mayer from the Hampshire Area Chamber of Commerce

Public Comments:

- None

Meeting Minutes Approval From 2/12/20:

- Commissioner Pizzolato moved to make a motion to approve the 2/12/20 meeting minutes.
 - Second by Commissioner Kopacz
 - Motion carried by voice vote:
 - Ayes: Swalwell, Pizzolato, Thomas, Kopacz and Krajecki
 - Nays: None
 - Absent: Lamp

Introduction of Josh Wray

- Village Administrator Hedges introduced Josh Wray as the new Village Intern that will be working on Village projects as he completes his graduate degree at Northern Illinois University.

Marketing Brochure Update

- Jeanie Mayer discussed that the PR Commission is working directly with the printer to develop a 1st draft for review in the coming months. Commissioner Kopacz shared a local resident who may be able to provide updated images for the brochure.

Main Street Program

- Commissioner Swalwell presented a review of the course: Advance Principals: Quality Design - Commissioner Swalwell. Though there were many takeaways, the main ones included self-assessments of existing districts and people come first in design, cars second. He will take these learnings to the Beautification Committee for further review.
- Village Intern Wray reviewed other communities and shared both the similarities of such boards, along with pros/cons.
- The BDC discussed if we should propose building another committee to focus on Main

Street initiatives, roll it into the Beautification Committee, remain under the BDC with a meeting two times a month or other scenarios. The Commission should think about the proposal and be prepared to discuss during April's meeting.

Intersect

- Village Administrator Hedges discussed that both he and Village Intern Wray met with the DECO representatives for insight into best practices of engaging through state-level resources. More updates, including potential properties that live on the website will be brought to the BDC for review prior to their listing.

Beautification Committee Report

- Commissioner Swalwell presented the following updates to the façade program.
 - Speckled Fawn – Commissioner Swalwell continues to help bring progress to the project, but work remains at a standstill and the Committee is still awaiting a formal application to be submitted.
 - Faithway Baptist Church - They are considering filling an application to update their facade with more to come.
 - Bassett Hound Rescue – Progress has already begun on the building and the improvements are very welcomed by the Commission.
- Commissioner Swalwell updated the BDC that there currently are bids out for updating the wayfinding signage throughout the Village.
- Jeanie Mayer discussed that the Chamber is currently getting quotes to update the sign at the NE corner of Main St. & Rt. 72 to an LED sign. The BDC was very encouraged and pleased that an updated sign is in the works.

Revolving Loan Fund Update

- Village Administrator Hedges discussed that two projects may potentially allow the Village to use funds that are currently being held in a Revolving Loan Fund. One is for a project with the residents on Highland Ave. to resolve their flooding issues and the other to invest in streetscape enhancements on Main St. An update will be given at the April BDC meeting.

Administrative Adjudication Update

- Village Administrator Hedges discussed the Beautification Commission's request and need for a code enforcement program within the Village. The BDC feels strongly that this is important to have in place as the group continues to invest within the Village. The Village currently has an adjudicator on staff and the BDC's next step is to present a list of exterior elements that it feels need to be enforced. These are to be presented during April's BDC meeting.

Hampshire's Very Own

- The BDC decided due to time constraints, the current schedule of Hampshire's Very Own articles be pushed back by one month as follows:

1. Luxor Nails (March)
2. Incredible Builders (April)
3. Rose Garden (May)
4. Moffett Physical Therapy (June)
5. Vintage Hammer (July)

New or Existing Business Update

- No update

Adjourn

- Commissioner Pizzolato moved to make a motion to adjourn at 8:52
 - Second by Commissioner Swalwell
 - Motion carried by voice vote:
 - Ayes: Swalwell, Pizzolato, Thomas, Kopacz and Krajecki
 - Nays: None
 - Absent: Lamp