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Business Development Commission
Meeting Minutes
Hampshire Village Hall
234 S State St, Hampshire, IL 60140

The regular meeting of the Business Development Commission of Hampshire was called to order by Commissioner Martin in person on August 9th, 2023.

1. Call to order at 6:39 pm

In-person: Commissioners Liz Martin, Bill Swalwell, David Pizzolato, Karen Trzaska, Trustee Aaron Kelly and Village Manager Jay Hedges.

Absent: Jill Van Reit & Meagan Rago

Roll call confirmed - (quorum established)

2. Public Comments:

- None

3. Meeting Minutes Approval From 6/7/23:

- Commissioner Kelly moved to make a motion to approve the meeting minutes from 6/7/23.
 - Second by Commissioner Swalwell
 - Motion carried by voice vote:
 - Ayes: Trzaska, Kelly, Martin, Swalwell and Pizzolato
 - Nays: None
 - Absent: Van Reit, Trzaska and Rago

4. Welcome Jill Van Riet as Business Development New Commissioner

- Commissioner Van Reit was absent and the BDC is looking to move this to September's meeting.

5. Beautification Committee Report

- Commissioner Swalwell presented that the wayfinding proposal is complete, and they are waiting on next steps. Village Administrator Hedges advised that the Village has applied for a grant to fund the signage and we should know in coming months if it approved. Once it is approved, the proposal will need to be tabled in front of the Village Board for final approval before the project can begin.

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- The Commission discussed the historic signage of the Chick-N-Dip that borders Rt. 72. Many feel this is historic, and the discussion was had for ideas to get the sign refurbished. One idea centered around a community Go Fund Me to have it restored. Commissioner Swalwell will approach the business to see what their interest and intent is for the future of the business.

6. Façade Program

- Commissioner Swalwell was asked to discuss proposed changes that the Beautification Committee would like to be made to the current Façade Improvement Program. They reviewed the entire document and the only elements that they felt should be considered for updating was the addition of a potential recapture agreement and making signage eligible as part of the program. There needs to be more work done to understand the implications of adding a recapture agreement to the program. The Commission felt that signage should be added, as it works within the spirit of the program.
 - Commissioner Pizzolato moved to make a motion to approve the addition of signage to be allowed as a reimbursable element as part of the Façade Improvement program.
 - Second by Commissioner Trzaska
 - Motion carried by voice vote:
 - Ayes: Trzaska, Kelly, Martin, Pizzolato and Swalwell
 - Nays: None
 - Absent: Van Reit & and Rago
- The Commission discussed the first of two façade application grants, starting with the business at 185 S. State St (i.e., State Farm insurance). The business would like to update the windows, move to a brick façade and update painting around the building to coincide with the updates made on State St.
 - Commissioner Trzaska moved to make a motion to approve the façade application for 185 S. State St at 50% reimbursement in the amount of \$20,150.
 - Second by Commissioner Martin
 - Motion carried by voice vote:
 - Ayes: Trzaska, Kelly, Martin and Swalwell
 - Nays: Pizzolato
 - Absent: Van Reit & and Rago
- The Commission discussed the second façade application grant, for the business at 123 Washington Ave. (i.e., The Kave). The business would like to update a total of 9 windows on the second floor due to their deterioration. The Commission had concerns that only some of the windows were being addressed and that the windows which were currently boarded up were not. In addition, the space is currently used for storage and the windows looking to be replaced are a higher functioning window that drives up the cost. Commissioner Swalwell will get with the owner to answer some of the Commission's questions before the BDC would vote on their application.

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7. Discussion of vacant commercial property ordinance

- The Commission agreed to table the conversation until September's meeting when there is more time to discuss it.
 - Commissioner Pizzolato moved to make a motion to push the discussion for a vacant commercial property ordinance until September's BDC meeting.
 - Second by Trustee Kelly
 - Motion carried by voice vote:
 - Ayes: Trzaska, Kelly, Martin, Pizzolato and Swalwell
 - Nays: None
 - Absent: Van Reit & and Rago

8. Hampshire's Very Own - Current Order of Articles

List of companies:

1. Iron Wok
2. Hampshire Social
3. Garden Berry
4. Alfano's

9. Update on New or Existing Business Update

- In the truck stop district, there is a potential RV storage facility looking to locate, which would have space for up to 100 RVs.
- There is interest of a potential solar farm to locate on 60 acres which would be located on the eastern boarder of town on Rt. 20. Commercial consideration for the frontage is being discussed.

10. New Business

- The Commission discussed the first of two additional façade application grants, starting with the business at 129 S. State St (i.e., Mellie's Cafe). The business would like to update and add windows, update and paint the front exterior and tuckpoint and stain the brick on the north part of the building to also coincide with the updates made on State St.
 - i. Trustee Kelly moved to make a motion to approve the façade application for 129 S. State St at 75% reimbursement in the amount of \$25,820.61.
 1. Second by Commissioner Pizzolato
 2. Motion carried by voice vote:
 - a. Ayes: Trzaska, Kelly, Martin, Pizzolato and Swalwell
 - b. Nays: None
 - c. Absent: Van Reit & and Rago

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- The Commission discussed the second additional façade application grant, the business at 124 S. State St (i.e., Hampshire Social). The business would like to add window tinting to their front windows to help offset the amount of sunlight that comes in every morning.
 - i. Trustee Kelly moved to make a motion to approve the façade application for 124 S. State St at 75% reimbursement in the amount of \$2,353.83.
 - 1. Second by Commissioner Pizzolato
 - 2. Motion carried by voice vote:
 - a. Ayes: Trzaska, Kelly, Martin, Pizzolato and Swalwell
 - b. Nays: None
 - c. Absent: Van Reit & and Rago

11. Adjournment

- Commissioner Pizzolato moved to make a motion to adjourn at 9:45 pm.
 - Second by Commissioner Trzaska
 - Motion carried by voice vote:
 - Ayes: Kelly, Trzaska, Swalwell, Martin and Pizzolato
 - Nays: None
 - Absent: Van Reit & and Rago

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