

Meeting Agenda
Business Development Commission
November 13, 2019 6:30 p.m.
Village Hall

1. Call to Order
2. Public Comments
3. Review of the October 9, 2019 minutes for approval
4. Vote on appointing Elaine Thomas
5. Main Street Program
 - A. Building Inventory Program –
 - i. LOIS – Location One
 - ii. Bryan Mroch
 - B. Final Preparation for Main Street meeting
6. Marketing Discussion
 - A. Share the board vote
7. Beautification Committee Report
 - A. Façade updates (Swalwell)
 - B. Plan for wayfinding refinement (Swalwell)
 - C. Results of conversations with other businesses
8. Hampshire's Very Own
 - A. List of remaining companies
 1. Century 21 (December)
 2. Stitching on State (January)
 3. Luxor Nails (February)
 4. Incredible Builders (March)
9. Update on new or existing businesses in the village
 - A. To be shared on day of meeting
10. Adjourn



Business Development Commission
Meeting Minutes
October 14, 2019 6:30 p.m.
Village Hall

Call to order at 6:28 pm

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

Public Comments:

- None

Meeting Minutes Approval From 9/11/2019:

- 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, Lamp, Krajecki
 - Nays: None
 - Absent: Pizzolato and Lazzar

Main Street Program - Updates

- Building Inventory Program – Location One (LOIS): Trustee Krajecki shared that he had been able to have conversation with Bryan Mroch, and that he is interested in helping the commission. He was not able to attend the meeting due to the date change, however Trustee Krajecki and Mroch plan on talking after the Village Meeting on Thursday night
- The Commission reviewed the list of invitees once again and added several names to the list. Trustee Krajecki is aiming to get the list of invitees to the Village Clerk this week in order that we can get the invites out.
- The Commission finalized the agenda and assigned the different sections to certain trustees who will be responsible for that part of the meeting.
 - Welcome and Introduction – Trustee Krajecki
 - Presentation of Main Street Program – Kopacz and Pizzolato
 - Ideas and Feedback from the Group – Kopacz and Pizzolato
 - Overview of other activities of BDC
 - Façade Program – Swalwell
 - Website – Reid?
 - Brochure – Pizaolato
 - LOIS – Mroch ? (Krajecki possibly)
- The date for the meeting is set for November 10 at 10:00am at the Township Building

Marketing Brochure

- Trustee Krajecki presented the two different proposals received by Commissioner Pizzolato. The group was discussed that they thought if we could fill 12 pages worth of material the price difference was fine.

- Trustee Krajecki also discussed that he spoke with Jeannie Mayer and she is willing to do the write ups for us, but we needed to get her more information. She expected the cost not to exceed \$500
- The commission voted unanimously to forward the proposal to the Village Board.

Information on Meeting with Senator Dewitte

- Trustee Krajecki shared information regarding the meeting with Senator Dewitte's. The Senator visited Village Hall the previous week and answered questions from residents. He also mentioned that he has submitted our connection of the North and South Water Main as part of his member initiative portion of the Capital Bill. He seemed optimistic, but we won't know for sure until the future.

Beautification Committee Report

- Swalwell reported back on updates for the Façade Program applicants
 - Harvest Real Estate has completed their project and submitted request for payment
 - Les Peterson project should be completed before winter. He has a permit hanging in the window
 - Swalwell says that the Speckled Fawn project is waiting on the landlord to sign the application. He does not expect that project to be completed until spring due to the delay
 - Swalwell spoke to the owner of Blocks, and they said due to the amount of money they had to put into the inside, they are delaying the work on the outside. He hopes next year sometime
 - Krajecki and Swalwell agreed to go out and knock on some doors in the downtime later in the month.
- Commissioner Swalwell said he will be setting up a meeting to dive into wayfinding topic again. He had hoped to combine it with the meeting with Speckled Fawn but at this point it makes sense just to address the wayfinding signs.

ESRI Reports

- Trustee Krajecki reported good news that that ESRI had, through a promotion they were running, allowed the Village to get the reports for free this year.
- They have been downloaded and sent to Mike Reid. We are waiting on him to post them

Hampshire's Very Own

- The new schedule is as follows of the company profiles to be showcased:
 - Hampshire Cleaners (October)
 - Century 21 (December)
 - Stichin' on State (October)
 - Luxor Nails (January)
 - Incredible Builders (February)
 - Nays: None
 - Absent: Lamp and Lazzar

New or Existing Business Update

- The Village Board recently voted to rezone a couple of lots in the Hampshire Woods Industrial Park. There are plans for development on two of the lots coming soon.
- Permits have been submitted and responded to regarding the strip malls on Rt 72. The developer hopes to begin building in the spring
- Trustee Krajecki reported that the Village Board is in the process of interviewing for the Village Administrator position. They have one last set of interviews scheduled later this month. They hope to have the position filled by early November.

Adjourn

- Trustee Kopacz moved to make a motion to adjourn at 7.25
 - Second by Commissioner Swalwell
 - Motion carried by voice vote:
 - Ayes: Swalwell, Kopacz, Lamp, Krajecki
 - Nays: None
 - Absent: Pizzolato and Lazzar