



Village President
Mike Reid, Jr.

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

Village of Hampshire
Business Development Commission
Wednesday November 13th, 2024 – 6:30 PM
Hampshire Village Hall
234 S State St. Hampshire, IL 60140

MEETING MINUTES

The regular meeting of the Business Development Commission of Hampshire was called to order by Commissioner Martin in person on November 13th, 2024.

1. Call to order at 6:33 pm

In-person: Commissioners Liz Martin, Karen Trzaska, David Pizzolato, Bill Swalwell, Trustee Aaron Kelly, and Assistant Village Manager for Development Mo Kahn.

Absent: Commissioner Jill Van Reit (late arrival)

Roll call confirmed - (quorum established)

2. Public Comments:

- None

3. Meeting Minutes Approval From October 9th, 2024:

- Commissioner Trzaska moved to make a motion to table the approval of the meeting minutes from October 9th, 2024.
 - Second by Commissioner Swalwell
 - Motion carried by voice vote:
 - Ayes: Trzaska, Kelly, Swalwell, Martin and Pizzolato
 - Nays: None
 - Absent: Van Reit
- September's meeting minutes were not on the agenda for approval; therefore, it will be placed in December's BDC meeting.

4. Approval of the 2025 Business Development Commission Meeting Schedule

- Commissioner Pizzolato moved to make a motion to approve the 2025 Business Development Commission Meeting Schedule
 - Second by Commissioner Swalwell
 - Motion carried by voice vote:
 - Ayes: Trzaska, Kelly, Swalwell, Martin and Pizzolato
 - Nays: None
 - Absent: Van Reit

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5. Downtown Signage

- The Commission discussed the approval that was voted on by the BDC to change the current signage ordinance in late 2023 but has not yet been voted on by the Planning & Zoning Commission. After discussion, Trustee Kelly asked the Village Staff to discuss with President Reid of adding an agenda topic to the Village Board next meeting agenda. This would limit the need for multiple meetings, limit expenses and speed up processes. The request would be to allow the BDC to authorize certain elements including signage review, façade grants, etc.

6. Beautification Committee Report

A. Updates on approved façade applications:

- Commissioner Swalwell reported that Style on State's (153 S. State St) project is in progress, and they will try to get as much work done before the winter, with the remaining slated for the spring of 2025.
- The new signage for Delta Yoga – 184 S. State St. has been installed and is completed.

B. Fiscal Year 2025 Façade Grant Application – Review & Recommendation:

- Multiple Businesses – 124-172 S. State St.
 - This project has been put on hold indefinitely and would not be a candidate for a façade grant this fiscal year.
- Neon Cow – 142 S. State St.
 - The changes include a new black metal awning (top and bottom), painting, replacement of light fixtures and the addition of a gate for outdoor seating in the gangway between buildings.
 - Commissioner Pizzolato moved to make a motion to award the Neon Cow – 142 S. State St. a façade grant at 75% reimbursement in the amount of \$19,965.
 - Second by Commissioner Martin
 - Motion carried by voice vote:
 - Ayes: Kelly, Swalwell, Van Reit, Martin and Pizzolato
 - Nays: Trzaska
 - Motion passes and will be brought before the Village Board for a vote
- The Kave – 123 Washington Ave.
 - The business has submitted two proposals to 1) replace the current 9 second story windows and door and 2) 18 windows which would address the 9 in the first proposal but also address the windows that are currently boarded up. The Commission felt that this project was important due to the historical nature of the building and improving the blight of the boarded-up elements of the building. With the limitations of the current budget, the BDC felt it would be better for the business to table their application until the new fiscal year.
 - Commissioner Martin moved to make a motion that The Kave – 123 Washington Ave. receive a façade grant at 50% of the total project in the amount of \$17,925 for the 18-window replacement quote, as well as a recommendation that the Village Board have a discussion about this application and action the motion during the first Village Board meeting in May of 2025.
 - Second by Commissioner Martin

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- Motion carried by voice vote:
 - Ayes: Kelly, Swalwell, Van Reit, Martin and Pizzolato
 - Nays: Trzaska
- Motion passes and will be brought before the Village Board

6. Update on New or Existing Businesses in the Village

- The Garden Berry has sold their business to Angels Pancake Café which has already transitioned. There will be minor updates to the building signage to address the change.
- Assistant Village Manager for Development Kahn asked the BDC if membership to the Main Street Organization is still needed. The BDC agreed that as it was useful in the past, they could go ahead and cancel the membership.

7. New Business

- Kane County has developed an Economic Development Plan, which the BDC will review at December's meeting.

8. Adjournment

- Commissioner Pizzolato moved to make a motion to adjourn at 9:13 pm.
 - Second by Commissioner Martin
 - Motion carried by voice vote:
 - Ayes: Martin, Trzaska, Kelly, Swalwell, Van Reit and Pizzolato
 - Nays: None

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