

Village of Lombard

*Village Hall
255 East Wilson Ave.
Lombard, IL 60148
villageoflombard.org*



Meeting Minutes

Wednesday, May 6, 2009

7:00 PM

Village Hall

Economic & Community Development Committee

*Trustee Bill Ware, Chairperson
Trustee Greg Gron- Co-Chairperson
Dennis McNicholas, Martin Carroll,
Garrick Nielsen, Jon Grant,
David Irion, James Hogan & Keith Giagnorio
Staff Liaison: Bill Heniff*

1.0 Call to Order and Roll Call

The meeting was called to order by Chairperson Moreau at 7:04 p.m.

Present: Dana Moreau, Frank Sibr, Dennis McNicholas, Jon Grant, Jay Tovia and Garrick Nielsen

Absent: Greg Gron and Martin Carroll

Also in attendance: William Heniff, AICP, Director of Community Development and Christopher Stilling, Assistant Director of Community Development.

Chairperson Moreau called the order of the agenda.

2.0 Public Participation

Dan Whittington, Vern Schultz and Tom Knapp of Lombard Town Centre (LTC) were present to speak about the LTC request for funding; Troy Traub and Angel Traub were present regarding the Downtown Business Retail Grant (DRBG) for 100 W. St. Charles; and George Matejovsky and Kristen Matejovsky were present regarding the DRBG for 112 W. St. Charles.

3.0 Approval of Minutes

On a motion by McNicholas, seconded by Sibr the minutes of the April 14, 2009 meeting were unanimously approved by the members present.

4.0 Unfinished Business

There was no unfinished business.

5.0 New Business

090268

112 W. St. Charles Road - Downtown Retail Business Grant

Request to approve a Downtown Retail Business Grant in an amount not to exceed \$10,300. (DISTRICT #1)

Mr. Heniff summarized the staff memo. The Community Development Department received an application for the Downtown Retail Business Grant Program for Sky Centers, located at 112 W. St. Charles Road. Sky Centers recently moved into the tenant space at 112 W. St. Charles Road (formerly occupied by Yeager FotoGrafix) and is currently renovating the interior.

Mr. Heniff stated the applicant's principal business is martial arts instruction. However, the studio will also have a retail component offering martial arts equipment, apparel, nutritional supplements, tea products, and educational materials. The applicant indicated that the proposed retail display area will occupy approximately 12 percent of the total

floor area and the submitted cash flow/profit and loss forecast estimates that retail sales will account for 45 percent of total income.

In the initial review, staff did not support the request based upon the grant program's current requirements. The initial information submitted by the applicant stated that retail sales would amount to 12 percent of total income. This information was later revised to 45 percent of total income. The current Downtown Retail Business Grant Program Policy does not allow service businesses to be considered eligible. However, the proposed amendments to the Program Policy would allow a service business to be potentially eligible for a grant if it has at least 25 percent of its gross income or gross floor area dedicated to retail sales activity.

The applicant, George Sky, outlined why there were changes to his income statement indicating that certain items were not taken into consideration. He said he was waiting for more information at the time and was unable to provide until recently.

Mr. Sibr commented that there will also be wall space used for retail and that should be taken into consideration. Mr. Sky stated that approximately 2/3 of the wall space will be for retail.

Mr. Grant stated that this use will increase foot traffic in the area.

Chairperson Moreau suggested that percentage of retail should not be the only driving factor and that increased foot traffic should also be considered.

Mr. McNicholas asked if the applicant would have proceeded with the old numbers. Mr. Sky stated yes.

Mr. McNicholas asked if the new numbers were based on new products. Mr. Sky stated yes.

Mr. McNicholas asked if there will be people buying products that are not clients. Mr. Sky stated yes.

Mr. Grant stated that this is a large space that will be difficult to fill. He also stated that retail wall space should be included.

Chairperson Moreau stated that for Lombard to have a viable downtown, we will need a mix of uses.

It was moved by McNicholas, seconded by Nielsen, that this matter be recommended to the Board of Trustees for approval with the condition that the applicant complete an Illinois sales tax release form. The motion carried by a voice vote

The committee also recommended that this item be heard after action on the proposed DRBG revisions.

090269

100 W. St. Charles Road - Downtown Retail Business Grant

Request to approve a Downtown Retail Business Grant in an amount not to exceed \$7,300. (DISTRICT #1)

Mr. Stilling summarized their request, indicating that Just Be Boutique will operate as a clothing and accessory store for women and teens. The owners plan to make interior improvements to the tenant space. This business Just Be has a three-year lease,

meeting the minimum lease required by the program, and the owners have not yet applied for a Certificate of Occupancy/Zoning Certificate.

The estimated cost of the project is stated to be \$17,625, although this amount includes a number of expenses (such as equipment costs for mannequins, clothes racks, etc.) that are ineligible for reimbursement under the Program. Staff estimates the eligible expenses (signage, tenant build-out, permits, and rent) to be up to \$14,600.

Mr. Stilling stated that the applicant would be eligible to receive up to \$7,300 from the Downtown Retail Business Grant program. Because the request is under \$10,000, it may be approved by the ECDC and will not require approval from the Board of Trustees. If the application is approved, the applicants will need to provide the necessary paid invoices, receipts, and waivers of lien from all contractors prior to any reimbursement.

Staff is supportive of this request as the business meets the intent of the Program and the establishment of a clothing boutique at this location will occupy an unfilled market niche within the downtown.

Mr. Grant noted that this business meets the intent and goal of the DRBG programs.

It was moved by Tovian, seconded by Sibr, that this matter be approved with the condition that the applicants complete an Illinois sales tax release form. The motion carried by a voice vote

6.0 Other Business

Lombard Town Centre Report

Dan Whittington from the Lombard Town Centre provided an update of activities.

Development Update

Mr. Heniff summarized a number of current construction projects

7.0 Information Only

There was no new information.

8.0 Adjournment

The meeting was adjourned at 8:22 p.m.