

To: The Village of Lombard Board of Trustees

From: Sarah Richardt  
Lombard Town Centre  
Executive Director



Re: Update on Lombard Town Centre  
October 2013 - Present

This report is to give a look at how Lombard Town Centre is doing since we last spoke to the Board of Trustees in November of 2013. Many of the things we do are not focused on instant results, but on how this will affect Lombardians in the future. Much of this do is relationship building and communication, but some things are able to be put into numbers.

<b><i>Business Moving Out of Downtown Lombard</i></b>			
<b>Name</b>	<b>Address</b>	<b>Type</b>	<b>Reason</b>
A. Traub and Associates	105 Orchard Terrace	Law firm	Needed bigger space in Lombard (22 <sup>nd</sup> Street)
My Personal Touch	8 S. Park	Hair salon	retirement
Sandra Pihos	19 W. St Charles	Campaign	temporary location
Dance it Again	11 N. Main Street	Dance Resale	family issues

<b><i>Business Relocating within Downtown Lombard</i></b>				
<b>Name</b>	<b>Old Address</b>	<b>New Address</b>	<b>Type</b>	<b>Reason</b>
Custom Fit	26 N. Park	218 E. St. Charles	Personal Trainer	Building sold

<b><i>Business Moving Into Downtown</i></b>			
<b>Name</b>	<b>Address</b>	<b>Type</b>	<b>Notes</b>
Treasures Trading Post	300 E. St. Charles	Resale	Moved from Addison
The Hair Experts	16 W. St. Charles	Salon	Moved from N. Main
Maid Pro	15 N. Main Street	Maid service	New franchise
The Gathering Lighthouse	26 N. Park	Self-help/ not-for-profit	Purchased building
DRYtini	8 S. Park	Salon	Replaced salon
Sparkle Again	13 N. Main Street	Dance resale	Bought Dance It Again
John Burns Const.	105 Orchard Terrace	Constr. field office	Metra project office

<b>Business with leases but not yet open</b>				
Type	Address	Type	Proposed	In Progress
Pasta Restaurant	9 S. Park	restaurant	X	
Penelope Fine Jewelry	141 W. St. Charles	retail		X
Mesa Electronics	130 E. St. Charles	office		X
Medical Office	23 N. Main St.	office	X	

<b>Business Leads</b>			
Type	Location	Summary	Notes
Restaurant	Downtown	Looking for location	Working with broker
Sushi	Downtown	Looking for location	
Vintage Toy store	S. Park	Getting business organized	Working on business plan

<b>Vacancy Rate Change</b>	
2013 Vacancy	2014 status
9 S. Park	Occupied- Pasta restaurant
23 W St. Charles	Vacant (Park Ave. Music)
141 W. St. Charles	Occupied- Penelope fine jewelry
6 W. St Charles	Vacant (old Bona, pending sale)
10 W. St. Charles	Temporarily rented for political campaign
14 W. St. Charles	Vacant (Cabinet Depot)
16 W. St. Charles	Occupied- Building bought by Hair Experts
18 W. St. Charles	Vacant (Amazing Grace)
130 E. St. Charles	Occupied –Mesa Electronics
23 N. Main	Occupied- medical office
13 N. Main	Occupied-Sparkle again
15 N. Main	Occupied - Maid Pro
104 E. St. Charles	Vacant (upholstery shop)
1 South Park	Vacant (old bank)
112 S. Main	Vacant (Blossoms, Flower store)
145 S. Main	Vacant (3 – 4 story building)
<b>Total Vacant: 16</b>	<b>Total Vacant: 9</b>

<b>New Vacancy</b>	
<b>Address</b>	<b>Previous Tenant</b>
11 N. Main St. (new vacancy)	Vacant (Dance it Again)
19 W. St. Charles (new vacancy)	Vacant (Sandy Pihos)

<b>Buildings For Sale or sold in 2014</b>			
<b>Address</b>	<b>Last Business/Name</b>	<b>Price*</b>	<b>Status</b>
6 – 8 S. Park	LTC	\$199,000	for sale
11-15 S. Park	Shannon's	\$360,000	off MLS
101 W. St. Charles	Old Hotel	\$340,000	for sale
6 W. St. Charles	Bona Pizza	\$151,000	pending
1 S. Park	Old Bank	\$279,000	for sale
23 N. Main St.	TCF bank	\$450,000	sold
6 E. St. Charles	Foot and Ankle	\$1,320,000	pending
104 E. St. Charles	Old Upholstery	\$375,000	for sale
108 E. St. Charles	Studio Color Printing	\$419,000	for sale

*\*prices are from various sources, MLS, Broker, buyer info*

<b>Events</b>			
<b>Event</b>	<b>Attendance</b>	<b>Profit</b>	<b>notes</b>
Historical tour	8	\$58	Includes LTC in Lilac Guide
Art and Craft Fair	2500	\$146	Chamber event/card sales
Blackhawks outdoor viewing	700	\$525	Raffle and t-shirt sales
Movie Night (August 9)			
Pub Crawl (September)			
Spooktacular (October 19)			

<b>Executive Director Hours report, 2014</b>				
<b>Month</b>	<b>Total Hours</b>	<b># of weeks</b>	<b>Hours over</b>	<b>NOTES</b>
January	154	5	4	
February	144.5	4	24.5	
March	129	4	9	
April	130	5	-10	vacation
May	188	5	38	lilac time
June	130	4	10	
	875.5	27	75.5	
Average:	32.5			

<b>Membership (March 2014 – March 2015)</b>		
	<b>2013 January – December</b>	<b>2014 January - June</b>
Business	16	27
Resident	31	41
Property Owner	3	5
Total Income	\$3375	\$3705

**\*Second mailing sent out the first week of July, 2014 for mid-year membership renewal**

<b>Sponsorship</b>		
<b>Company</b>	<b>Amount</b>	<b>Event</b>
5/3	\$300	Movie Night
Coldwell Banker	\$250	Movie Night
Nationwide Insurance	\$250	Movie Night
5/3	\$1000	Spooktacular
5/3	\$500	Bourbon Trail
Total:		
\$2300		

<b>Media Outreach</b>		
	<b>October 2013</b>	<b>June 2014</b>
Facebook	653 likes	824 likes
Constant Contact/Enews list	1943 contacts	2017 contacts

## **Obstacles with Filling Spaces**

Downtown Lombard is full of great spaces; unfortunately most of those move in ready spaces are occupied. The remaining vacant spaces need costly build-outs and upgrades to bring the buildings to code. The downtown is now filled with difficult to rent spaces for a variety of reasons.

- Two building owners do not return calls for weeks .
- One building owner does not want her building altered in any way for fear of voiding her roof warranty.
- One building does not have its own rear entrance and building owner has not been willing to change the building.
- One building is being used for storage and has no electricity so the building owner does not want to show the space.
- Buildings do not have sprinkler systems and it is cost prohibitive for first-time business owner to retrofit an old building.
- Building owners are content with putting in offices because the build-out is cheap and they do not have to deal with fire suppression systems or liens.
- Parking

- There is a perception of no parking
  - The village requires a parking plan for code compliance and many buildings were built 90 – 100 years ago with zero parking (1-16 South Park Avenue except Cleaners)
- One owner only wants a florist.
- One building has a collapsing ceiling (among other safety concerns) and the property owner has not fixed the problem for years.
- Many of the vacant buildings have had the same owner for years and have no incentive to fill the space.

## **Conclusion**

This year has been very positive. The move to South Park is still having a positive impact on us. We have business owners and residents that have been critical of Lombard Town Centre in the past and are now donors to our organization. Our monthly forums have changed from general forums each month to bi-monthly business forums and bi-monthly social mixers. The change in format has been successful.

We hope with continuing to build relationships with building and business owners, Lombard Town Centre can continue to strengthen the downtown.

Respectfully Submitted,

Sarah Richardt  
Lombard Town Centre  
Executive Director