


**NOTE:** All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the agenda distribution.



## MEMORANDUM

**TO:** Scott R. Niehaus, Village Manager

**FROM:** William J. Heniff, AICP, Director of Community Development 

**MEETING DATE:** May 20, 2021

**SUBJECT:** **Downtown Retail Business Grant; 15 S. Park Avenue (Shannon's Deli expansion)**

Please find the following items for Village Board consideration as part of the May 20, 2021 Board meeting:

1. Economic and Community Development Committee (ECDC) memo; and
2. A Resolution Approving a Downtown Retail Business Grant for the Property Commonly Known As 15 S. Park Avenue.

The Community Development Department received an application for the Downtown Retail Business Grant Program for 15 S. Park Avenue, Shannon's Deli. The Applicant is seeking to expand the restaurant. The property is located in the Downtown TIF. The total cost of project is \$24,000 plus architectural fees and is grant eligible up to **\$12,250**.

The ECDC recommended approval of this grant request by a unanimous vote. Please place the attached Resolution on the May 20, 2021 Board of Trustees agenda for approval.





## MEMORANDUM

**TO:** Trustee Anthony Puccio, Chairperson  
Economic and Community Development Committee

**FROM:** Jennifer Ganser, AICP, Assistant Director of Community Development

**MEETING DATE:** May 10, 2021

**SUBJECT:** Downtown Retail Business Grant; 15 S. Park Avenue (Shannon's Deli expansion)

The Community Development Department has received an application for the Downtown Retail Business Grant for an expansion to Shannon's Deli, located at 15 S. Park Avenue. The expansion is the area that was the former butcher use. 11-15 South Park owns the property, and does business as Shannon's Deli. The applicant is seeking to install interior improvements for the expanded space including a new bar counter and electric work. As this is an existing established business, staff did not request a meeting with the College of DuPage Small Business Development Center for the program. The property is located in the Downtown Lombard Tax Increment Financing (TIF) District. Three grants have been approved in the past for the property as a whole.

Year	Business	Grant	Dollar Amount	Project
2009	Clancy's Butcher Shop/Shannon's Corner Butcher Shop	Downtown Retail Business Grant	\$20,000	New business
2012	Shannon's Deli	Downtown Retail Business Grant	\$20,000	New business
2015	Shannon's Deli	Façade Grant	\$10,480.10	Signage and fencing (rooftop deck)

### GRANT REQUEST ELEMENTS

The applicant has submitted three quotes for the interior remodel.

#### Quotes comparison

Taurus Home Improvement Service, Inc.	\$24,500
D Building & Remodeling	\$26,800
Detailed Remodeling	\$24,000

The lowest contractor's bid is \$24,000 and is grant eligible up to **\$12,000**. The Downtown Retail Business Grant allows for the Village to grant the petitioner back up to ½ of the total project cost, not to exceed \$20,000. Retail businesses who receive the Retail Business Grant dollars shall be subject to a lien on the property in an amount equal to their proportionate share of capital costs paid upfront by the Village for the following five (5) years. One-fifth (1/5) of the lien shall be forgiven for each full year that the business operates at the project location. If the space is legally occupied with a new tenant (retail or service), each remaining year(s) left on the lien shall be forgiven for each full year that the new business(es) remain open.

The Building Division also reviewed the quotes and states that the lowest bid is reasonable in cost for the project. A building permit for the tenant build-out was submitted and is under review. If a grant is sought for a project, work cannot begin until the ECDC considers the request and the Board of Trustees makes the final vote.

The applicant submitted an invoice from their architect, Drake Design Company. The program will fund up to 25% of \$1,500, whichever is less, for architectural rendering fees. The invoice was for \$1,000; therefore, the grant can reimburse up to **\$250**.

Staff is supportive of the request for the following reasons:

1. Consistent with the recommendations of the Lombard Downtown Revitalization Project Guidebook.
2. Consistent with past approval for other retail grant requests.
3. The new interior build-out would help an existing business expand and improve the building's interior.

#### **COMMITTEE ACTION REQUESTED**

This item is being placed on the May 10, 2021 ECDC agenda for consideration. Staff recommends that the ECDC recommend approve to the Village Board of the requested Downtown Retail Business Grant of up to **\$12,250** being sought for the property at 15 S. Park Avenue. Said recommendation is subject to the following conditions:

1. All requisite building and DuPage County Health Department permits shall be applied for and received. Final inspection approvals shall be required prior to release of awarded funds.
2. Work shall be completed no later than one year from the date of approval by the Village Board.
3. Before the grant funds can be released, Shannon's Deli shall submit a final receipt (showing the project is paid in full), waivers of lien from contractors, and an IRS W-9 form.



**·DOWNTOWN RETAIL BUSINESS GRANT PROGRAM  
APPLICATION**

1. A. Building Address: Shannon's On Park - 11-15 S. Park Ave  
B. Property Identification Number: 060721003, 060721004
  
2. A. Business Owners Name: Jennifer Shannon  
B. Business Owners Address: 469 Duane - Glen Ellyn  
60137  
C. Business Owners Phone (daytime): (630) 290-9080  
D. Business Owners Email: 7jennifershannon@gmail.com
  
3. A. Property Owners Name: Same as above  
B. Property Owners Address: \_\_\_\_\_  
C. Property Owners Phone (daytime): (\_\_\_\_) \_\_\_\_\_
  
3. Lease Terms: N/A
  
4. Description of Business (use additional paper if necessary):  
currently Shannon's Deli & seating area  
We would like to turn the former  
butcher shoppe into a small bar area  
with the addition of tables + video gaming.
  
5. Proposed Improvements associated with the project (use additional paper if necessary):  
Please see attached document  
titled, Scope of work - Interior

6. Plans/Drawings prepared by:

A. Name: Theresa Brzezinski

B. Address: 2N521 Pearl Ave.  
Glen Ellyn, IL 60137

C. Phone (day time): 630-939-0466

D. Estimated Cost of the project: \$ 20,000

7. Statement of Understanding.

- A. The applicant (undersigned) agrees to comply with the guidelines and procedures of the Downtown Retail Business Grant Program and the specific design recommendations of the Director of Community Development.
- B. The applicant must submit detailed cost documentation, copies of building permits, and all contractors waivers of lien upon completion of work.
- C. The applicant, owners, and all contractors must comply with all federal and local regulations (see the attached list).

Business Owner Signature \_\_\_\_\_ (Date) \_\_\_\_\_

Manager Theresa Brzezinski 11/8/21

Property Owner Signature \_\_\_\_\_ (Date) \_\_\_\_\_

Return application to:

Village of Lombard  
Community Development Department  
255 E. Wilson Ave., Lombard, IL 60148  
630-620-5746

Shannon's On Park  
11 – 15 S. Park Ave.  
Lombard, IL 60148  
630-953-3354  
1/13/2021

## SCOPE OF WORK - Interior

### Deliverables

- Demolition of existing equipment
- Building of counter area/bar top
- Removal of 3 compartment sink
- Purchase & Installation of dishwasher
- Purchase of 3-door Keg Cooler
- Purchase of Beer Cooler
- Purchase of Storage and Shelving Units
- Purchase of Tables, Chairs & Barstools
- Installation of Backbar/Counter area
- Resurfacing of the floor (optional)
- New Heating & Air Conditioning Unit purchase & installation
- Extension of the Smoke & Pull Station at 15 S. Park
- Purchase and Installment of Video Surveillance & Alarm System per required by Village of Lombard



**OCCUPANCY AND ACCESSIBLE ROUTE PLAN**  
**SCALE 1/4" EQUALS 1'-0"**

## LOCAL STATE NATIONAL APPLICABLE CODES

13C 2018  
 BUILDING CODE  
 ZONING CODE  
 MECHANICAL CODE  
 PLUMBING CODE  
 ELECTRICAL CODE  
 FIRE ALARM CODE  
 FIRE ACCESSIBILITY CODE  
 PREVENTION CODE  
 CONSERVATION/Energy CODE  
 GENERAL CONTRACTOR TO VERIFY LATEST CODES BEFORE CONSTRUCTION

JOHNSON COMMERCIAL  
COMBOSUN FIRE DEPT DISTRICT  
BUILDING USE OFFICE (SAME AS EXISTING) OFFICE  
INTERIOR REMODELING CONSTRUCTION TO BE NON-COMBUSTIBLE STEEL FRAME  
WALLS AND CEILING. ONE HOUR EXISTING MASONRY NON-SPRINKLER CONSTRUCTION  
LOOK-UPPOSED IN PLACE REINFORCED CONCRETE OFFERED  
ADDITIONAL FIRE ALARM SYSTEM SHALL BE REQUIRED PER NFPA-720201

To the best of my knowledge these plans are drawn to comply with owner's and/or builder's specifications and any changes made on them. All other plans are made up at the owner's and/or builder's expense and responsibility. The contractor shall verify all drawings at DHAME enclosed drawing. Daryl Drake @ DHAME  
DESIGN CO is not liable for errors once construction has begun. While every effort has been made in the preparation of this plan to avoid mistakes, the maker can not guarantee against human error. The contractor of the job must check all dimensions and other details prior to construction and be solely responsible therefor.

CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AT THE JOB SITE AND NOTIFY THE ARCHITECT OF ANY DIMENSIONAL ERRORS, OMISSIONS OR DISCREPANCIES BEFORE BEGINNING FABRICATING ANY WORK.

NO.	SHEET SCHEDULE	Sheet Description
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5
6	6	6
7	7	7
8	8	8
9	9	9
10	10	10
11	11	11
12	12	12
13	13	13
14	14	14
15	15	15
16	16	16
17	17	17
18	18	18
19	19	19
20	20	20
21	21	21
22	22	22
23	23	23
24	24	24
25	25	25
26	26	26
27	27	27
28	28	28
29	29	29
30	30	30
31	31	31
32	32	32
33	33	33
34	34	34
35	35	35
36	36	36
37	37	37
38	38	38
39	39	39
40	40	40
41	41	41
42	42	42
43	43	43
44	44	44
45	45	45
46	46	46
47	47	47
48	48	48
49	49	49
50	50	50
51	51	51
52	52	52
53	53	53
54	54	54
55	55	55
56	56	56
57	57	57
58	58	58
59	59	59
60	60	60
61	61	61
62	62	62
63	63	63
64	64	64
65	65	65
66	66	66
67	67	67
68	68	68
69	69	69
70	70	70
71	71	71
72	72	72
73	73	73
74	74	74
75	75	75
76	76	76
77	77	77
78	78	78
79	79	79
80	80	80
81	81	81
82	82	82
83	83	83
84	84	84
85	85	85
86	86	86
87	87	87
88	88	88
89	89	89
90	90	90
91	91	91
92	92	92
93	93	93
94	94	94
95	95	95
96	96	96
97	97	97
98	98	98
99	99	99
100	100	100

**First Floor Seating Occupancy Plan and  
Accessible Route/ General Notes**  
Demo Plan  
**First Floor Construction Plan/ General Notes**  
**ELECTRICAL w/ MECHANICAL, PUMPING INFO**

I HEREBY CERTIFY THAT I HAVE PREPARED THESE PLANS AND TO THE BEST OF MY KNOWLEDGE AND BELIEF THEY COMPLY WITH ALL CITY, COUNTY AND SAFETY CODES OF THE COUNTY OF DUPAGE AND THE FIRE CODES OF THE VILLAGE OF LOHARD, ILLINOIS. I HEREBY CERTIFY THAT I HAVE PREPARED UNDER MY DIRECT SUPERVISION THE FOLLOWING SPECIFICATIONS, CONTRACTS, AND ARCHITECTURAL DETAILS IN ACCORDANCE WITH THE ILLINOIS ACCESSIBILITY CODE (IL ADM. CODE 609.00) AND THE ADOPTION OF THE ENVIRONMENTAL BARRIERS ACT AND COMPLY WITH THE 2018 INTERNATIONAL ENERGY CONSERVATION CODE.

DANIEL A. DRABKE  
 EX. DATE 01/11/63  
 STATE OF ILLINOIS

LICENSED ARCHITECT  
 EX. DATE 11/09/22

11-30-22 2-19-2021  
UC EXP. DATE DATE  
D. S. D. 12

PROFESSIONAL DESIGN FIRM-SOLE PROPRIETOR ARCHITECT LIC. # 184. 006985

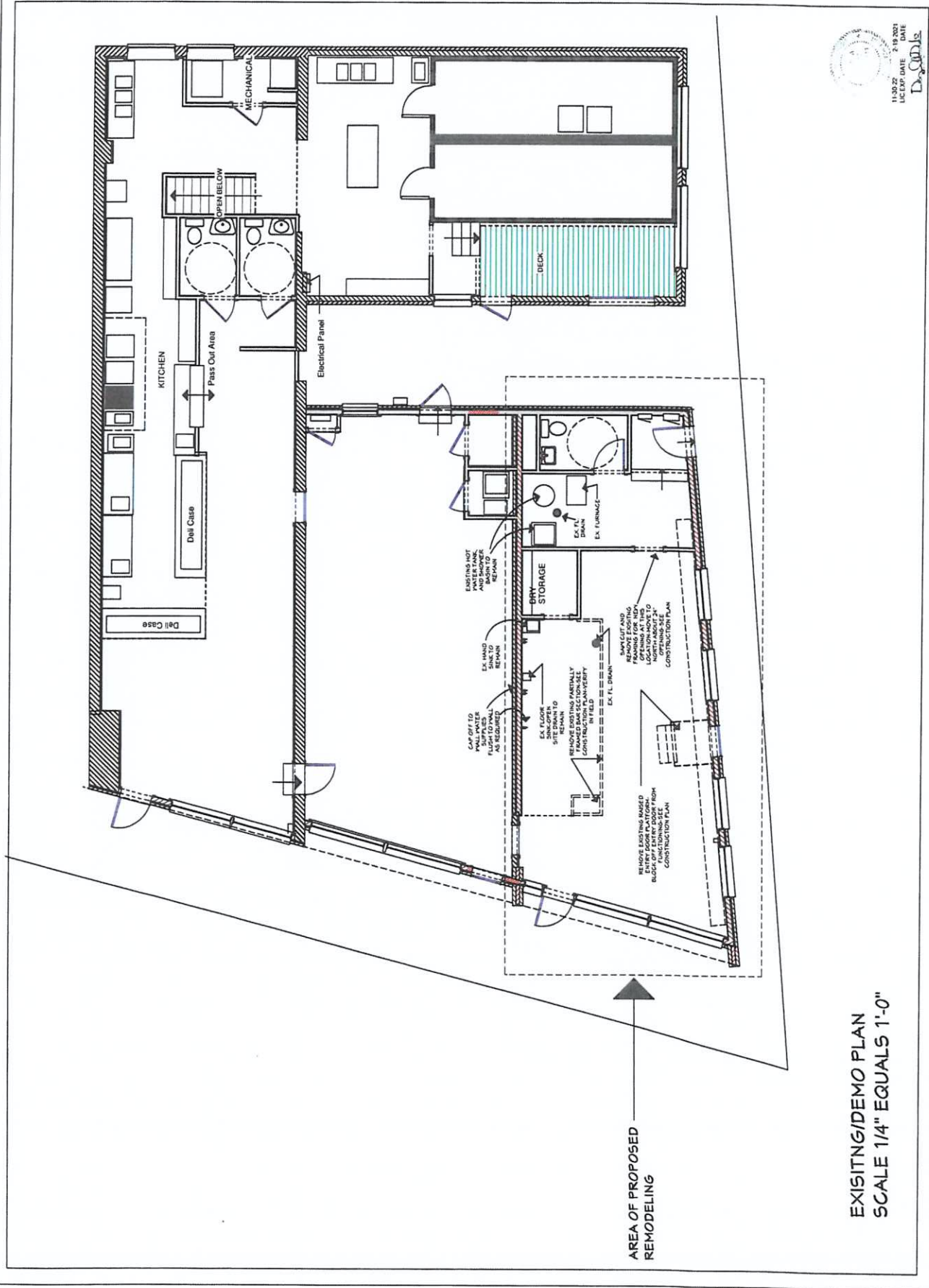
Sheet No. A-1

**DRAKE DESIGN COMPANY**  
DARYL A. DRAKE ARCHITECT  
422 Phillips Avenue, Glen Ellyn, Illinois, 60137  
Phone (630) 790-2545 Fax (630) 790-2565  
E-Mail DRAKEDSIGNCO@yahoo.com

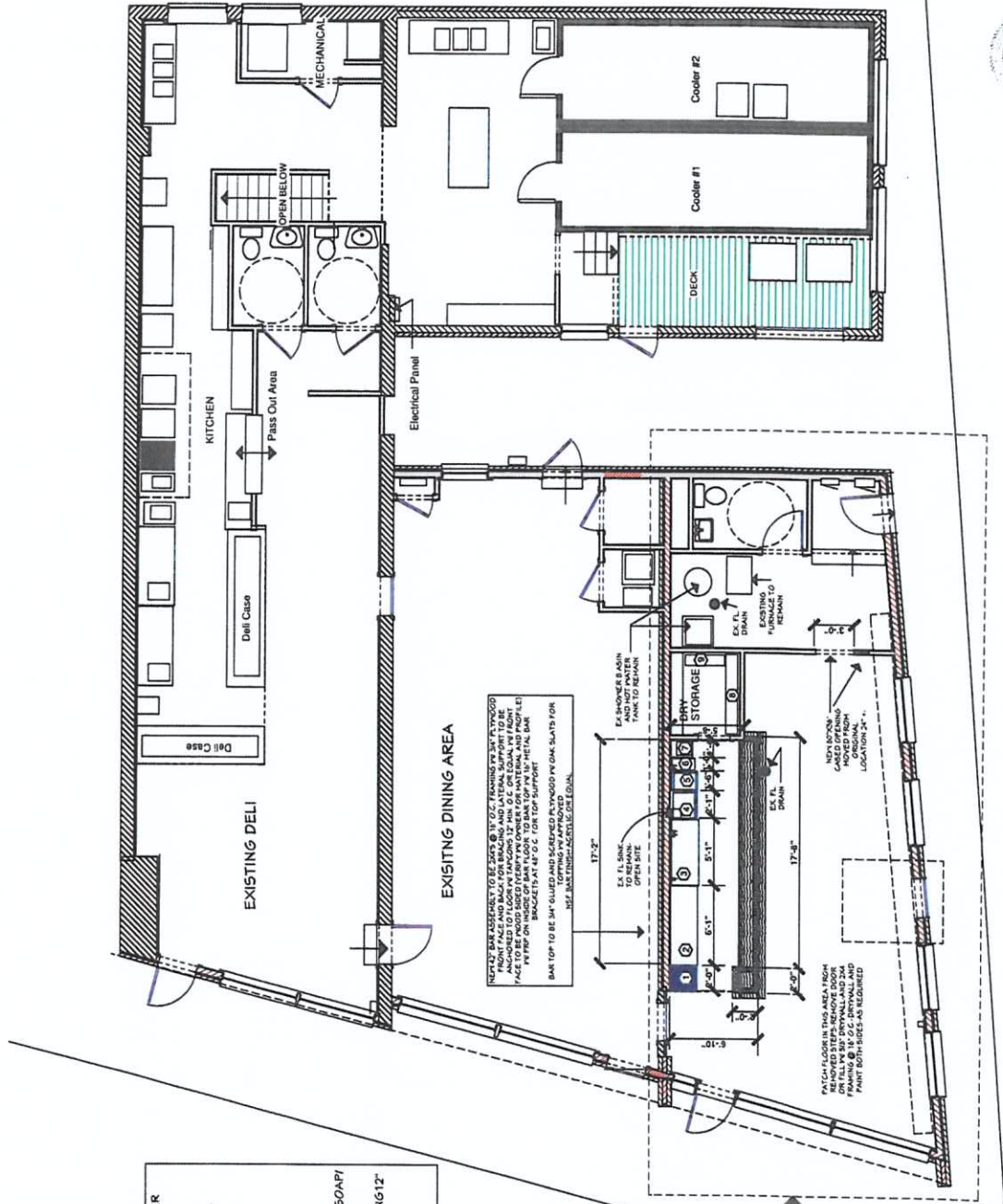
SHANNON'S MEAT MARKET  
AND DELI EXPANSION  
11 S. PARK AVENUE,  
LOMBARD, ILLINOIS

No.	Date	Revised





PROPOSED CONSTRUCTION PLAN  
SCALE 1/4" EQUALS 1'-0"



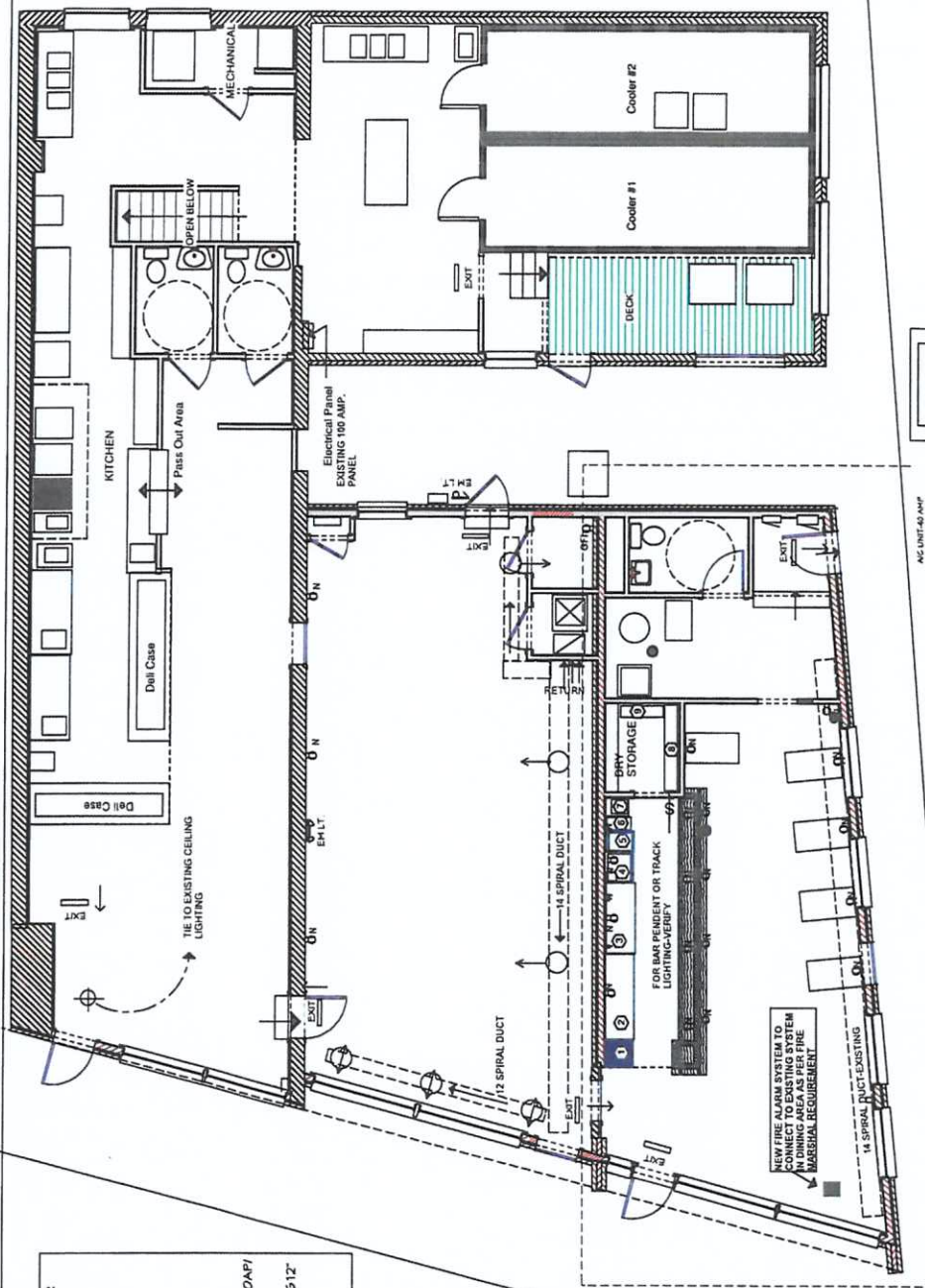
- |    |  |
|----|--|
| 1  | WOOD STAND BY OWNER FOR COMPUTER/CASH REGISTER                                     |
| 2  | PEAK/COLD 12" REFRIGERATOR MODEL INT21ND03   |
| 3  | PEAK/COLD 60" NARROW DEPTH GLASS DOOR BAR MODEL                                    |
| 4  | IN60NB862-B  |
| 5  | 24" WIDTH AND DEPTH DISH WASHER-RENTAL-INFO TO FOLLOW                              |
| 6  | 18" X24" DEEP STAINLESS DROP SINK NSF APPROVED                                     |
| 7  | 12" STAINLESS TABLE 24" DEEP NSF APPROVED  |
| 8  | 16" EXISTING HAND SINK W/ SPT GUARD AND SHELF FOR SOAP/ TONEL DISPENSER            |
| 9  | STAINLESS MET RACK OR EQUAL NSF APPROVED SHELVING 12" DEEP OR GREATER-VERIFY WIDTH |
| 10 | SAME AS ABOVE-VERIFY WIDTH   |

FLOOR, WALLS AND CEILING  
FLOORS IN BAR AREA TO BE PATCHED/PAINT SAME EXISTING TILE.  
VERIFY MATCH AND GROUT LINE AS REQUIRED.  
FLOOR BETWEEN EXISTING DINING AND NEW BAR/ANGERING AREA  
TO HAVE NEW THRESHOLD FOR SMOOTH TRANSITION TO NEW  
SPACE.  
ALL OTHER AREAS OF GAMING ROOM AND REAR BATH AND  
STORAGE AREAS TO BE CONCRETE CLEANED AND PAINTED  
WITH NEUTRAL TONE. ALL WALLS AND CEILING TO HAVE TEXTURE  
BEFORE CONSTRUCTION.  
ALL WALLS AND CEILING TO BE PAINTED AS REQUIRED.

B.C. TO VERIFY IF EXISTING DOORS TO MEET LOCAL CODE REQUIREMENTS FOR EXISTING HARDWARE-VERIFY BEFORE CONSTRUCTION IF PANIC HARDWARE IS REQUIRED W/ AUTOMATIC CLOSING FIRE RATED DOOR AND HARDWARE, ACCESSIBLE HANDLE AND PULLS.

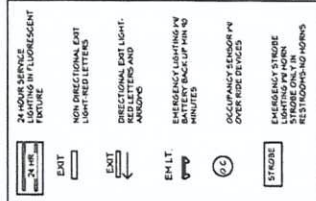
AREA OF PROPOSED  
REMODELING





- |   |  |
|---|--|
| WOOD STAND BY OWNER FOR COMPUTER/CASH REGISTER                        |  |
| PEAKCOLD 12" REFRIGERATOR MODEL INT21NDD3                             |  |
| PEAKCOLD 60" NARROW DEPTH GLASS DOOR BAR MODEL IM60NBB2-B             |  |
| 24" WIDTH AND DEPTH DISH WASHER-RENTAL-INFO TO FOLLOW                 |  |
| 18" X24" DEEP STAINLESS DROP SINK NSF APPROVED                        |  |
| 12" STAINLESS TABLE 24" DEEP NSF APPROVED                             |  |
| 16" EXISTING HAND SINK W/ SPIT GUARD AND SHELF FOR 50 TONEL DISPENSER |  |
| STAINLESS MET RACK OR EQUAL NSF APPROVED SHELVING                     |  |
| DEEP OR GREATER-VERIFY MOUTH  |  |
| SAME AS ABOVE-VERIFY MOUTH  |  |

NOTE: EXISTING FURNACE TO REMAIN-RETURN TO UNIT ON SIDE OF EXISTING MECHANICAL CLOSET-PROVIDE ADDITIONAL MAKE-UP AIR TO RETURN SIDE OF UNIT-DIRECTLY FROM OUTSIDE 10" ROUND INSULATED DUCT-PROVIDE ELECTRIC HEATING UNIT IF REQUIRED  
NEW MAIN SPIRAL DUCT 14" ROUND W/ 90 CFM SUPPLY TAKE OFF AS SHOWN-MECHANICAL CONTRACTOR TO VERIFY CAPACITY OF UNIT FOR ROOM VOLUME-SEE AREAS AREA EIGHT 856 SQUARE FEET VOLUME 7276 CUBIC FEET

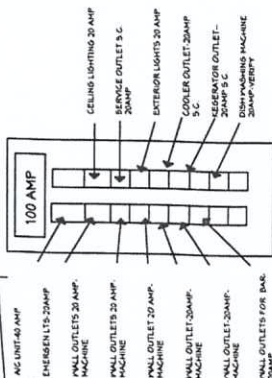


MODEL NUMBERS AND SPECIFICATIONS  
FOR NEW EQUIPMENT TO BE SUBMITTED  
BEFORE CONSTRUCTION



NOTE: THERE IS NO MECHANICAL WORK ON THIS PLAN FOR PERMIT AND THE ONLY PLUMBING IS CAPPING HOT/COLD WATER CONNECTION BEHIND EQUIPMENT LOCATIONS AS SHOWN ON DEMO PLAN

PROPOSED ELEC./MECH./ PLUMB PLAN  
SCALE 1/4" EQUALS 1'-0"



11-30-22 2-19-2023  
LIC EXP DATE DATE  
D. G. G. G.



Darrell Bartt  
D Building & Remodeling  
630-240-9122

4/1/2021

## ESTIMATE

Proposal To:  
Shannon's Deli  
11 – 15 S. Park Ave.  
Lombard, IL 60148

### SCOPE OF WORK

- Remodel of existing space into deli, bar and gaming area
- Demo out existing bar, door & platform, door at rear wall to move opening over
- Build a back bar and counter area
- Install a bar top with a poly clear coat sealer
- Install ceramic tile behind new bar
- Install epoxy floor paint over exposed concrete areas
- Install wire shelves (Health Dept approved) in storage area
- Close in south door with studs, drywall, insulation, etc.
- Installation of 3 door keg cooler
- Installation of beer cooler
- Install electrical for new 20 amp outlets in bar and gaming area
- Running of new electric to exiting breaker panel for items needed
- Extend existing alarm system for local fire dept.
- Install ceiling lighting
- Cap off plumbing, north wall
- Install necessary emergency lights and exits signs as needed
- Cut in open at rear east wall and close in section to move door, approx. 2 feet

Estimated Total: \$26,800

**Taurus Home Improvement Service, Inc.**  
**"From the Basic to the Complex"**

P.O. Box 1002 - 39 S. Glenview Ave.  
Lombard, IL 60148  
P: (630) 620-7940 Fax: (630) 620-1024  
taurushome@sbcglobal.net www.taurushome.net



Proposal #: 180970  
Sheet #: 1 of 1  
Date: March 29th, 2021

**Proposal Submitted To:**

Shannon's Deli & Meat Market  
11 S. Park Ave.  
Lombard, IL 60148

**Work Performed At:**

Same as proposal

**We hereby propose to furnish the materials and perform the labor necessary for the completion of:**

Remodel existing space into deli, bar and gaming area.  
Demo out existing bar, door and platform, door at rear wall to move opening over.  
Build a bar counter as per plan in width and height and materials.  
Install an oak wood at top with a poly clear coat sealer.  
Install ceramic tile where missing at work area behind the new bar.  
Install an epoxy floor paint at all other exposed concrete areas.  
Install health department approved wire shelves at storage area.  
Close in south door with 2"x4" studs, drywall, insulation exterior siding and paint.  
Install owners supplied cooler and equipment.  
Cap off existing plumbing at north wall behind counter.  
Cut in opening at rear east wall and close in section to move door opening over approx. 2 ft.  
Install electrical for new 20 amp outlets at bar area and gaming areas.  
Install a ceiling alarm connected to existing alarm monitored by the local fire department.  
Install ceiling light openings connected to switches for bar area and gaming machines.  
Install new added exit and emergency lights where needed and do not exist.  
All new electric to be ran to the existing breaker panel using 20 amp breaker for each item needed.  
Owner to supply all equipment.  
Owner to supply all light fixtures.  
Owner to supply cost for building permit.  
No wall painting figured in price.  
No panic bar or door between units figured in this cost.  
Gaming machines installed by supplier of machines.

**Any additional work will be agreed upon in writing and paid for in full up front before proceeding with the extra work.**

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of **Dollars \$24,500.00**

**With payments to be made as follows:**

1st 50% on acceptance of proposal  
2nd 35% on rough framing & electrical  
3rd 15% on completion of said work

**Respectfully submitted:** Taurus Home Improvement

Per: Joseph Wimberly

*Note: This proposal may be withdrawn by us if not accepted within 30 days*

Any alterations or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements per contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. Workmen's compensation and public liability insurance on above work to be taken out by Taurus.

The customer has three (3) days in which to rescind this contract in writing in accordance with section 2b of the consumer fraud act.

**Acceptance of Proposal**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined above

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

IOANNIS N. CHRISTOPOULOS  
DETAILED REMODELING  
206 Green Valley Dr.  
Lombard, IL  
Tel: 630-290-4745

ESTIMATE      No: 401 \*revised  
\*\*\*\*\*

---

Date: 5/4/2021

To: Shannon's On Park  
11 – 15 Park Ave.  
Lombard, IL 60148  
630-953-3354

---

DESCRIPTION

---

SCOPE OF WORK – INTERIOR – remodel of existing space into deli, bar and gaming area.

1. Demolition – piping, door, platform, existing bar & necessary removal of rear wall to move opening.
2. Building of counter area – build bar area per plans & materials. Installation of bar top with poly clear coat sealer.
3. Installation of 3 compartment sink -build back counter area & install new ceramic tile where missing
4. Installation of 3 door keg cooler (provided by owner)
5. Installation of beer cooler (provided by owner)
6. Installation of back bar-counter area, cap off existing plumbing at north wall.
7. Resurfacing or installation of epoxy floor over exposed concrete area.
8. Close in south door with 2x4 studs, drywall, installation etc.
9. Installation of Health Dept. approved wired shelving
10. Cut opening in east wall and move door approx. 2 feet.
11. Installation of new electric for 20 amp outlets in bar and gaming area
12. Extend existing alarm system for local fire dept.
13. Installation of ceiling lights and connection to switches in gaming and bar area
14. Install necessary emergency lights and exits signs as needed

Total: \$24,000.00

ALL WORK WILL BE COMPLETED BY LICENSED CONTRACTORS, REGISTERED WITH LOMBARD BUILDING DEPARTMENT.  
ANY CHANGE OR EXTRA COSTS WILL BE AT OWNER'S EXPENSE.

IOANNIS N. CHRITPOULOS



**From:** daryl drake  
**Sent:** Thursday, April 8, 2021 1:52 PM  
**To:** Jen Shannon  
**Subject:**

April 7, 2021  
ARCHITECTURAL DESIGN AND DOCUMENTS FOR CONSTRUCTION

DRAKE DESIGN COMPANY DARYL A. DRAKE ARCHITECT  
422 Phillips Avenue, Glen Ellyn, Illinois 60137  
630-790-2545

Jennifer, This is the invoice for the Architectural Services for the Pub Design in Lombard for the total sum of \$1000.00 dollars. Paid in full-thank-you

**RESOLUTION**  
**R** \_\_\_\_\_

**A RESOLUTION APPROVING A DOWNTOWN RETAIL BUSINESS GRANT  
FOR THE PROPERTY COMMONLY KNOWN AS  
15 S. PARK AVENUE**

WHEREAS, the Village disburses funds for the Downtown Retail Business Grant Program (the "Program") under the authority of the Village Board of Trustees, and will provide monetary grants to qualified property owners in the Lombard Tax Increment Financing (TIF) Downtown District to enhance and improve buildings and parking areas; and,

WHEREAS, 11-15 South Park LLC, signed by Jennifer Shannon (the "Applicant"), wish to participate in this Program for renovations to the property (the "Project") located at 15 S. Park Avenue, Lombard, Illinois (the "Subject Property") and,

WHEREAS, 11-15 South Park LLC is the owner of 15 S. Park Avenue, Lombard, Illinois; and,

WHEREAS, the Project shall consist of those renovations to the property on the Subject Property as set forth on Exhibit "A" attached hereto and made part hereof; and,

WHEREAS, the Project will complement and support the Village's plans to maintain a quality Central Business District;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBARD, DUPAGE COUNTY, ILLINOIS, as follows:

**SECTION 1:** That the Village shall provide the Applicant a grant of up to twelve thousand, two hundred and fifty dollars (\$12,250), pursuant to the Program (the "Grant"). Such grant funds shall be available to the Applicant upon the authorization of the Village's Director of Community Development, after receipt of satisfactory evidence that the project components have been completed, and that the Applicant have paid all invoices for labor and materials in connection therewith.

**SECTION 2:** The Applicant, as well as any subsequent business or property owner, will perform the following obligations in connection with the Project:

1. All requisite building and DuPage County Health Department permits shall be applied for and received. Final inspection approvals shall be required prior to release of awarded funds.
2. Work shall be completed no later than one year from the date of approval by the Village Board.

Resolution No. \_\_\_\_\_  
15 S. Park Avenue

3. Before the grant funds can be released, Shannon's Deli shall submit a final receipt (showing the project is paid in full), waivers of lien from contractors, and an IRS W-9 form.

**SECTION 3:** The Applicant, and any subsequent business or property owner, shall be required to maintain the Property in accordance with all Village codes and ordinances, and obtain any and all necessary licenses and permits required relative thereto.

**SECTION 4:** That the Downtown Retail Business Grant Program Agreement, relative to the Project, attached hereto as Exhibit "B" and made part hereof is hereby approved (the "Agreement")

**SECTION 5:** The Village may terminate the Agreement if the Applicant, or any subsequent business or property owner, fails to comply with any of the terms of the Agreement. In the event of termination, the Applicant shall be required to repay any amount of the Grant disbursed.

**SECTION 6:** That the Village President and Village Clerk are hereby authorized and directed to sign, on behalf of the Village of Lombard, the Agreement attached hereto as Exhibit "B".

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Ayes: \_\_\_\_\_

Nayes: \_\_\_\_\_

Absent: \_\_\_\_\_

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Keith T. Giagnorio  
Village President

ATTEST:

\_\_\_\_\_  
Liz Brezinski  
Village Clerk



Resolution No. \_\_\_\_\_  
15 S. Park Avenue

**EXHIBIT A**  
**Legal Description**

THE NORTH 30 FEET OF THE SOUTH 58.8 FEET OF LOT 1 IN OWNER'S SUBDIVISION OF BLOCK 18 OF THE ORIGINAL TOWN OF LOMBARD, BEING A SUBDIVISION OF THE NORTHEAST QUARTER OF SECTION 7, TOWNSHIP 39 NORTH, RANGE 11, EASTS OF THE THIRD PRINCIPAL MERIDIAN IN DUPAGE COUNTY, ILLINOIS.

PIN 06-07-210-003 AND -004

ADDRESS: 15 S. PARK AVENUE

**EXHIBIT B**

**DOWNTOWN RETAIL BUSINESS GRANT PROGRAM AGREEMENT**

This Agreement is entered into this twentieth day of May, 2021, by and between the Village of Lombard, Illinois, (hereinafter referred to as the "Village"), and 11-15 South Park LLC, signed by Jennifer Shannon (hereinafter referred to as "Applicant") doing business at 15 S. Park Avenue, Lombard, Illinois (said location being legally described on Exhibit "1" attached hereto and made part hereof – hereinafter referred to as the "Subject Property"), with personal property being secured at 15 S. Park Avenue, Lombard, Illinois. The Village and the Applicant are sometimes referred to herein collectively as the "Parties."

**WITNESSETH**

**WHEREAS**, the Village, pursuant to Sections 36.30 through 36.36 of the Lombard Village Code, has established a Downtown Retail Business Grant Program (hereinafter referred to as the "Program") and, as such, will provide grants to qualified business owners and property owners in the Eligible TIF Districts (as said term is defined in Section 36.31 of the Lombard Village Code) for interior renovations; and

**WHEREAS**, the Program compliments and supports the Village's plans to maintain a quality Central Business District; and

**WHEREAS**, exterior renovations are desirable within the Central Business District and contribute to an economically strong Central Business District; a commercial area where the image, appearance, and environment encourage the attraction of shoppers; and

**WHEREAS**, the Applicant wish to participate in this Program for proposed exterior renovations to be located at 15 S. Park Avenue, Lombard, Illinois; Program Application No.: **21-03**; with said exterior renovations being more specifically described in Exhibit "2" attached hereto and made part hereof (hereinafter referred to as the "Project");

**NOW, THEREFORE**, in consideration of the foregoing, and other good and valuable consideration, the receipt of which is hereby acknowledged by the Parties hereto, the Parties agree as follows:

**SECTION 1:** The Village shall provide the Applicant with a grant under the Program in an amount not to exceed twelve thousand, two hundred and fifty dollars (\$12,250), (hereinafter referred to as the "Grant"). Such Grant shall be available to the Applicant upon the authorization of the Village's Director of Community Development, and after the Applicant has constructed the Project, and complied with the provisions of this Agreement and Sections 36.30 through 36.36 of the Lombard Village Code, as well

Resolution No. \_\_\_\_\_  
15 S. Park Avenue

as paid for the Project. The maximum amount of the Grant, as set forth above, is based upon the Applicant expending no less than twenty-four thousand dollars (\$24,000) in relation to the Project. In the event that the Applicant's expenditures for the Project are less, the Grant shall be reduced such that the maximum amount of the Grant shall not exceed fifty percent (50%) of the amount expended by the Applicant in relation to the Project.

**SECTION 2:** The Applicant shall undertake the following in connection with the Project:

1. All requisite building and DuPage County Health Department permits shall be applied for and received. Final inspection approvals shall be required prior to release of awarded funds.
2. Work shall be completed no later than one year from the date of approval by the Village Board.
3. Before the grant funds can be released, Shannon's Deli shall submit a final receipt (showing the project is paid in full), waivers of lien from contractors, and an IRS W-9 form.

**SECTION 3:** Upon completion of the Project, the Applicant shall maintain the Subject Property and the business located thereon in accordance with all applicable federal, state and local laws, rules and regulations.

**SECTION 4:** The Applicant hereby consent to the recording of this Agreement to serve as notice to future purchasers, assigns, estate representatives, mortgagees, and all other interested persons of the conditions outlined in this Agreement.

**SECTION 5:** In the event the Village terminates this Agreement as a result of the Applicant failing to comply with any of the terms of this Agreement, the Applicant shall be required to repay any amount of the Grant that has been disbursed by the Village.

**SECTION 6:** This Agreement shall be binding upon the successors and assigns of the Parties hereto.

VILLAGE OF LOMBARD

\_\_\_\_\_  
By: Keith T. Giagnorio, Village President



Resolution No. \_\_\_\_\_  
15 S. Park Avenue

\_\_\_\_\_  
Attest: Liz Brezinski , Village Clerk

APPLICANT

  
Jennifer Shannon

Resolution No. \_\_\_\_\_  
15 S. Park Avenue

STATE OF ILLINOIS        )  
  )SS  
COUNTY OF DUPAGE        )

I, the undersigned, a Notary Public, in and for the County and State aforesaid, DO  
HEREBY CERTIFY that Keith T. Giagnorio, personally known to me to be the President  
of the Village of Lombard, and Liz Brezinski , personally known to me to be the Village  
Clerk of said municipal corporation, and personally known to me to be the same persons  
whose names are subscribed to the foregoing instrument, appeared before me this day in  
person and severally acknowledged that as such President and Village Clerk, they signed  
and delivered the said instrument and caused the corporate seal of said municipal  
corporation to be affixed thereto, pursuant to authority given by the Board of Trustees of  
said municipal corporation, as their free and voluntary act, and as the free and voluntary  
act and deed of said municipal corporation, for the uses and purposes therein set forth.

GIVEN under my hand and official seal, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Commission expires \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

Resolution No. \_\_\_\_\_

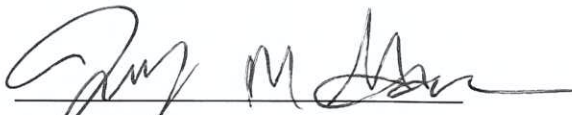
15 S. Park Avenue

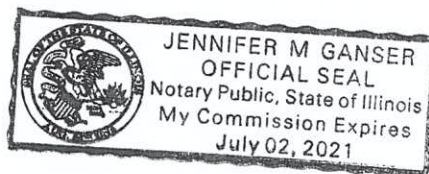
STATE OF ILLINOIS        )  
  )SS  
COUNTY OF DUPAGE        )

I, the undersigned, a Notary Public, in and for the County and State aforesaid, DO  
HEREBY CERTIFY that Jennifer Shannon, personally known to me to be the same  
person whose names are subscribed to the foregoing instrument, appeared before me this  
day in person and severally acknowledged that they signed and delivered the said  
instrument, as their free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and official seal, this 10<sup>th</sup> day of May, 2021.

Commission expires July 2, 2021.

  
\_\_\_\_\_  
Notary Public





Resolution No. \_\_\_\_\_  
15 S. Park Avenue

**EXHIBIT 1**

**Legal Description**

THE NORTH 30 FEET OF THE SOUTH 58.8 FEET OF LOT 1 IN OWNER'S SUBDIVISION OF BLOCK 18 OF THE ORIGINAL TOWN OF LOMBARD, BEING A SUBDIVISION OF THE NORTHEAST QUARTER OF SECTION 7, TOWNSHIP 39 NORTH, RANGE 11, EATS OF THE THIRD PRINCIPAL MERIDIAN IN DUPAGE COUNTY, ILLINOIS.

PIN 06-07-210-003 AND -004

ADDRESS: 15 S. PARK AVENUE

Resolution No. \_\_\_\_\_  
15 S. Park Avenue

## **EXHIBIT 2**

The Community Development Department retains a copy of the submittal to the Economic and Community Development Committee. This submittal includes contractor's quotes and a description of the work to be completed. The Applicant propose to install interior improvements for an expansion. The total cost of project is \$24,000 It is grant eligible up to \$12,250.