

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

Resolution or Ordinance (Blue) _____
Waiver of First Requested
Recommendations of Boards, Commissions & Committees (Green) _____
Other Business (Pink) _____

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: William T. Lichter, Village Manager

DATE: April 22, 2008 (B of T) Date: May 1, 2008

TITLE: Grant Applications from the Maple Street Chapel Preservation Society, Inc. and from the Lombard Jaycees for the 2008 Taste of Lombard.

SUBMITTED BY: Community Promotion & Tourism Committee through the Department of Community Development *Bob*

BACKGROUND/POLICY IMPLICATIONS:

Please find attached two grant recommendations from the Community Promotion & Tourism Committee:
The first grant from the Maple St. Chapel Preservation Society, Inc. is for costs to install a handicapped accessible door motor for the Chapel's Reade Room. The Committee recommended approval of an amount not to exceed \$4,330. (DISTRICT #1)
The second grant is to be used for costs associated with 2008 Taste of Lombard fireworks presentation. The Committee recommended approval of an amount not to exceed \$35,000. (ALL DISTRICTS)
Please place these items on the consent agenda for the May 1, 2008 Board of Trustees meeting.

Fiscal Impact/Funding Source:
Hotel/Motel Tax Fund

Review (as necessary):

Village Attorney X _____
Finance Director X _____
Village Manager X _____
Date _____
Date _____
Date _____

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

SUBJECT: Promotions & Tourism Committee Grant Recommendations

DATE: April 21, 2008

FROM: David A. Hulseberg, AICP
Director of Community Development

TO: William T. Lichter
Village Manager

The following recommendations are for two grant requests to be considered for the May 1, 2008 Board of Trustees meeting, from the Community Promotions & Tourism Committee.

1. Grant Request – Maple Street Chapel Preservation Society, Ltd.: \$3,300
The Maple Street Chapel Preservation Society, Ltd. requested a grant in the amount of \$3,300 to be used toward costs associated with the installation of a handicapped accessible door motor for the Chapel's Reade Room.

The grant request is attached for your review.

RECOMMENDATION:

The Community Promotions & Tourism Committee recommended approval of the grant in an amount not to exceed \$4,330* for costs associated with the door motor. *Note: The amount was increased from the original request, as one item was left off the quotation.

2. Grant Request – Lombard Jaycees: \$35,000

The Lombard Jaycees requested a grant in the amount of \$35,000 to be used toward costs associated with the annual Fourth of July fireworks.

The grant request is attached for your review.

RECOMMENDATION:

The Community Promotions & Tourism Committee recommended approval of the grant in an amount not to exceed \$35,000 for costs associated with the July 4 2008 fireworks.

Please place these items on the consent agenda on the May 1, 2008 agenda of the Board of Trustees. If you have any questions, please feel free to contact me. Thank you.

Attachments
DAH/jmk

Application Deadline: _____ Date Submitted: 2/15/08

APPLICATION FOR HOTEL/MOTEL FUNDS

State law requires that Hotel/Motel funds be spent on tourism; more specifically, things and event which will promote overnight stays in Lombard.

Event/Project/Activity: Maple Street Chapel Accessibility Event Date(s) March-June 2008

Name of Org./Group Sponsoring Event: Maple Street Chapel Preservation Society, Inc.

Organization Address: 220 South Main Street, Lombard, IL 60148

Organization Phone: 630-627-0171

Contact Person: Thomas R. Scott, President

Address: 220 South Main Street, Lombard, IL 60148

Home Phone: 630-858-6708 Business Phone: 630-790-1000, ext. 8336

1. Is this the first year for your event? Yes No

If not, how many years has this event been held? 138 years (since 1870)

2. What is the estimated attendance? 5,000 annually

3. Where will the event be held? Maple Street Chapel

4. What specifically would the Hotel/Motel funding be used for?

Purpose: To purchase and install a handicapped accessible door motor at the south entrance to the Chapel's Reade Room. An automatic door opener would offer easy access and hands-free opening for entry and delivery and help the Maple Street Chapel Preservation Society Board comply with the Americans with Disabilities Act.

Rationale: During church expansion and renovation in 2005, an outside ramp to the rear entrance was built to make the Chapel accessible for wheelchairs and visitors unable to climb the front entrance stairs. A new steel door was installed at the rear to buffet the southwest winds which frequently tore the door out of people's hands. Recently lighting was added under the ramp rails, to make traversing the ramp safer in the dark. But even so, when visitors in wheelchairs, those with walkers, bridal parties, musicians and volunteers reach the door with their arms full, they cannot open the strong door by themselves. An automatic door opener is necessary to make the public Chapel accessible to all and to comply with the disability law.

Total Amount Requested: \$3,300

5. Is this event open to the general public? Yes No

6. Do you intend to apply for a liquor license? Yes No

7. How will this promote tourism/overnight stays in Lombard?
 Maple Street Chapel draws 5,000 visitors annually for Liliac Week, weddings, tours, concerts and community activities. Attendees and performers eat and stay overnight in Lombard and visit downtown attractions and stores. This historic landmark should be accessible to all visitors.

8. Will any profits generated be returned to the community? Yes No If yes, how will this be spent?

Profits will be returned indirectly. Having a handicapped accessible entrance increases the number of people who can enter the 1870 chapel and enjoy the programs and events offered with ease. Satisfied visitors will return.

Building the ramp from Maple Street to the rear door was a significant construction project, as was installing a new steel door and adding lighting on the ramp rails to make entry accessible and safe in the dark. Even so, many cannot open the door by themselves. (see attached photos)

All would benefit from the Village's investment in an automatic door opener, which is outside our budget at this time. ALL would benefit... wheelchair visitors, parents with babes in arms or strollers, bridal parties, florists, musicians with speakers to set up, choir members with music folders, volunteers with food and drink for receptions, the elderly and handicapped. We seek funding for this door motor now, before lack of access shuts out any Village tourists attending 2008's Liliac Week and spring activities. We have prices on door motors and labor costs to install it, but not the \$3,300 it would cost. We ask the Village of Lombard for your help.

Background:

Maple Street Chapel built in 1870 was Lombard's first house of worship, first kindergarten classroom, first public library, site for Village Hall meetings, and its bell summoned the volunteer fire brigade. Today the Chapel annually hosts 12-15 concerts, Liliac Princess tiara presentation, Bridal Showcase, 30 weddings, memorials, tours, even Village Board meetings. We have recently added carpet strips on the Chapel's front entrance stairs and lighting on the wheelchair incline ramp, to make both the front and back entrances safe for visitors. But the handicapped accessible rear entrance is limited to those who can wrestle with the heavy new steel door. The all-volunteer Chapel board is committed to preservation and expansion of this venue as a community activity center, but our financial resources are limited. We seek the Village of Lombard's support to open the doors to all who wish to visit Lombard's historic 1870 Maple Street Chapel, which is on the National Historic Register and should be accessible to all.

Cost: For \$3,300 a door motor can be purchased and installed to make the Chapel door open to all. Our Facilities Director received a complete estimate from a very reputable locksmith on the door motor who said a "good medium-quality" motor with pushbuttons would be \$2,400, and they estimate one full day's labor, which would be \$880-\$900. Some catalog entries show \$1,327, not including the pushbuttons, and the locksmith said he could provide a motor for \$1,600, but it was essentially a "blue light special" that he could not recommend for durability, constant traffic and dependable usage. Budget outlay based on his estimate is itemized below.

Please submit a budget for your event, along with this application, explaining what funding sources will be used.

Budget:

Door motor on Reade Room entrance door	\$2,400
Estimated labor and materials for installation	900
Total	\$3,300

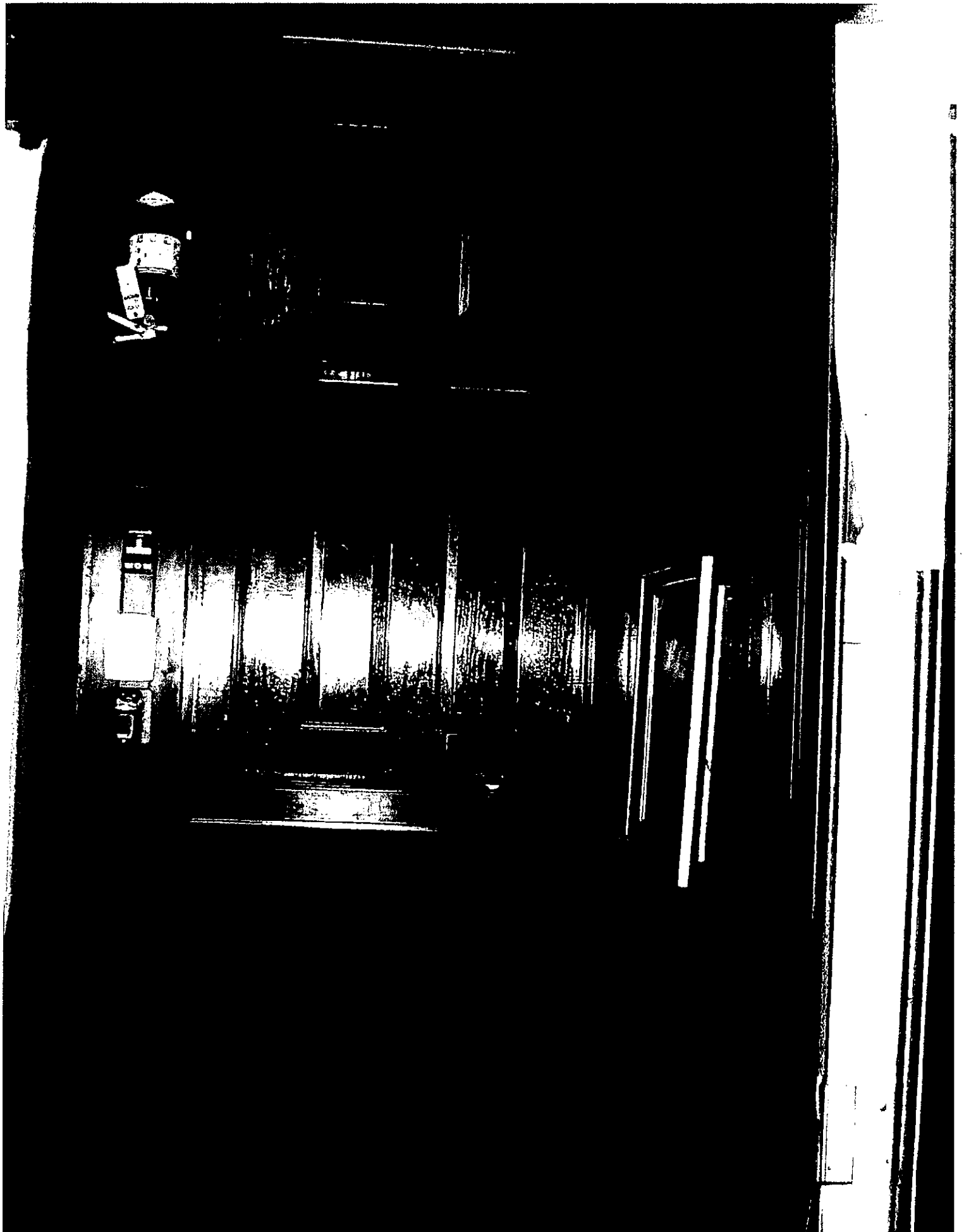
Points to Consider:

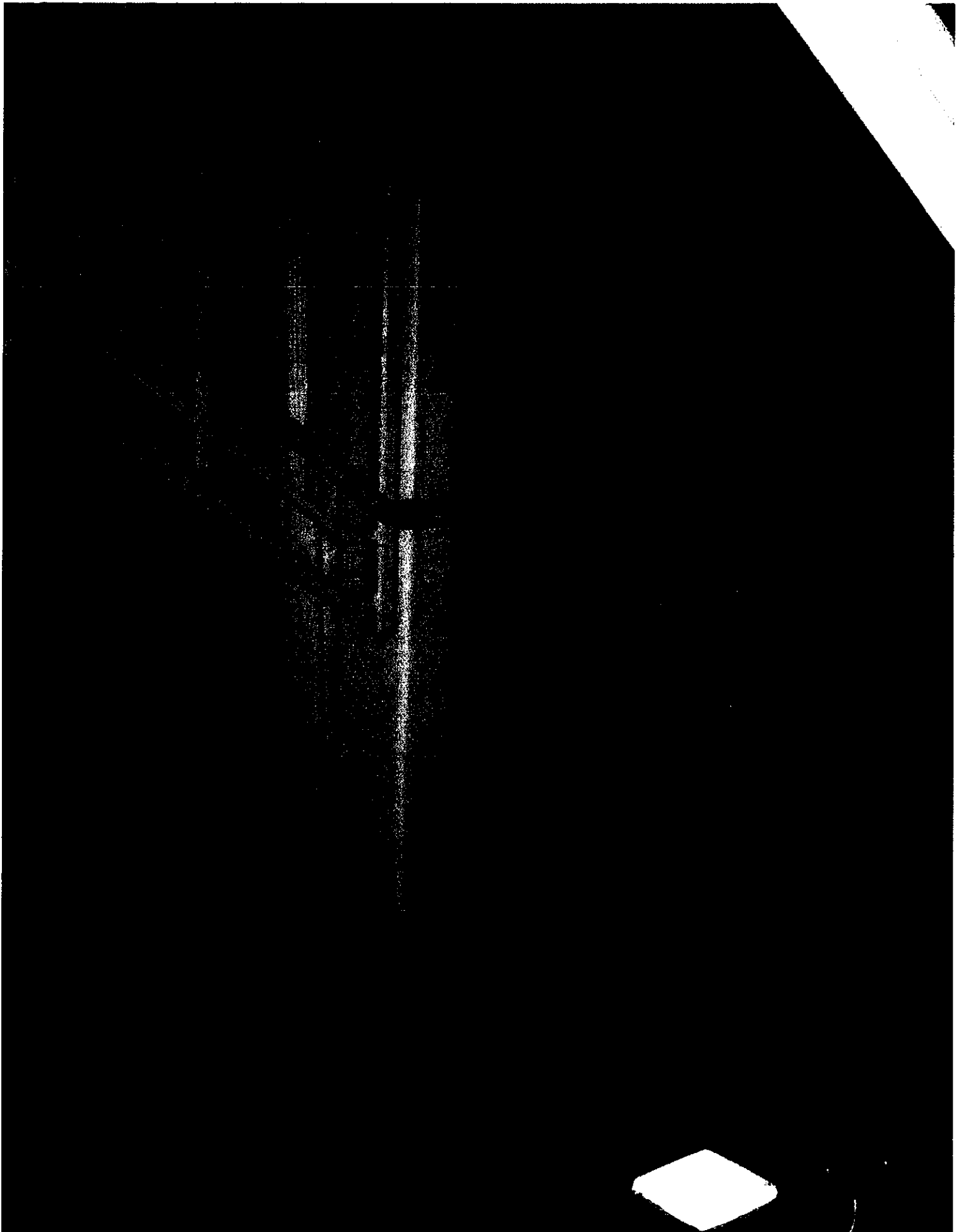
- We compared prices at Grainger Industrial, McMaster Carr Supply Company catalog, and Anderson Lock Company.
- Loster Contracting was consulted and compared with Anderson Lock Co. for installation and Anderson was chosen as more experienced and qualified.
- The new steel door is a 90-minute fire-rated door to protect the adjacent building in the event of a fire.
- When the southwest corner was rebuilt to fit the new door, the 100-volt and low-voltage wiring were pre-installed for the future installation of the motor.
- Attached are three photos which offer a visual look at the current back door setting.

1. Photo of the inside of the Reade Room back door
2. Photo of the outside of the Reade Room back door
3. Photo of the ramp showing its night lighting, demonstrating our efforts to make the entrance handicapped friendly within our current budget

Contact:

Doris Schertz
321 E. Edward
Lombard, IL 60148
630-629-2695
dcschertz@comcast.net







Kott, Joelyn

From: Support@civicplus.com
Sent: Tuesday, April 01, 2008 3:26 PM
To: Kott, Joelyn; polakC@villageoflombard.org
Subject: Online Form Submittal: Hotel/Motel Tax Grant Application

Hotel/Motel Tax Grant Application

This application is to request funding from the Hotel/Motel tax fund. Applications must be accompanied by a budget that reflects the request by the organization. Applications are reviewed by the Community Promotions & Tourism Committee and are then referred to the Village Board.

Date: 04/01/08

Why are you requesting Hotel/Motel Tax funding?*

Requested funds are for the Taste of Lombard event and the 4th of July fireworks.

Amount of funds being requested:*

\$35,000

Specifically, what will the Hotel/Motel Tax funding be used for?*

The purchase of fireworks

Have you requested Hotel/Motel tax funds in the past?*

Yes No

A budget of the event or item that is being requested must be attached to the application or the grant application may be not be addressed until the budget is received. If this is a repeat request, the cancelled check(s) from the previous year must have been received by the Village Finance Department or be attached to the application.

Name of Organization Requesting Funding:*

Lombard Jaycees

Name of Person Submitting Grant Application:*

Michael D. Hughes

Phone:*

630-742-7886 : Cell
630-873-2007 : Home

Email:*

mr.evill@comcast.net

Event/Project/Activity

Lombard Jaycees Taste of Lombard

Date of Event/Project/Activity
07/04/2008

Estimated Attendance:
160,000 - 180,000

Is the event open to the general public? Yes No

Do you intend to apply for a liquor license for this event/project/activity? Yes No

How does this promote tourism/overnight stays in Lombard? Yes No

Family-oriented 5 day festival featuring food, entertainment, bingo, arts & crafts, business & community expo, fireworks, and a carnival. Visitors to the event come from all over IL, IN, and WI.

Will any profits generated be returned to the community? Yes No

Multiple Community Groups work at the Taste and these groups are given donations for their help. Other donations are also given to the Village, Police Dept, Fire Dept, and Park Dist for their support and services provide during the Taste.

* indicates required fields.

Additional Information:

Form submitted on: 4/1/2008 3:25:47 PM

Submitted from IP Address: 136.182.158.137

Form Address: http://villageoflombard.org/forms.asp?FID=46