



**Village of Lincolnwood
Economic Development Commission**

Meeting
Wednesday, May 25, 2022
8:00 A.M.

**Council Chambers
Lincolnwood Village Hall
6900 N. Lincoln Avenue
Lincolnwood, IL 60712**

Meeting Agenda

- 1. Call to Order/Quorum Declaration**
- 2. Minutes Approval**
 - a. February 23, 2022 Meeting*
- 3. Discussion on Future Tour (tentatively Summer 2022)***
- 4. PEP/GIFT Grant***
- 5. Development Updates**
- 6. Other Business**
 - a. New Business Report*
- 7. Public Forum**
- 8. Adjournment**

**Commissioner Enclosures*

The next scheduled meeting of the Economic Development Commission is on June 22, 2022

Posted Date: May 20, 2022



Economic Development Commission Draft Minutes

**Wednesday, February 23, 2022
Held in Village Council Chambers & Virtually**

Commissioners Present: Chairman James Kucienski, Vice Chair James Berger (Virtual), Jennifer Spino, Tim Garcia, Maureen Ehrenberg, and Rivak Albazi

Commissioners Absent: Leonard Weiss

Staff Present: Community Development Director Scott Mangum, Management Analyst Jake Litz, Development Manager Doug Hammel (Virtual)

1. Call to Order/ Quorum Declaration

Noting a quorum of seven members present, the meeting was called to order by Chairman Kucienski at 8:02 a.m.

The following EDC members were present: Chairman Kucienski, Vice Chair Berger, and Commissioners Ehrenberg, Garcia, Spino, and Albazi.

2. Minutes Approval

Chairman Kucienski asked the Commission if any edits were to be made to the January 26, 2022. Management Analyst Litz cited two minor changes. One related to the date in the header and one to the adjournment time. Chairman Kucienski called for a motion to approve the minutes.

Commissioner Spino moved to approve the minutes as amended and Commissioner Berger seconded the motion. There was a consensus to approve the minutes.

Aye: Berger, Spino, Garcia, Ehrenberg, Albazi, Kucienski

Nay: None

Motion Approved: 6-0

3. Approval of FY 2023 TIF Budgets

Community Development Director Scott Mangum provided an update on the Village's TIF District budgets. Future TIF projects were discussed, including the ongoing District 1860 project. The Lincoln Avenue Landscaped Medians and Devon Avenue Streetscape projects were discussed. The budget requests for each TIF district were outlined.

Chairman Kucienski clarified that the maintenance of the Lincoln Avenue medians would fall on the Village and that such is not included in the budget, which Director Mangum confirmed.

Commissioner Ehrenberg expressed concerns about potential construction traffic related to the District 1860 project. She then discussed issues related to the Devon Avenue streetscape project, including residents claiming public land, how often the Chicago Department of Transportation (CDOT) team in charge of the project was in residents' backyards, and a lot on which fencing scraps have been abandoned and collected. Community Development Manager Doug Hammel noted that staff was aware of a few of the non-conforming issues and is pursuing compliance.

Chairman Kucienski called for a motion to recommend the approval of the budget. Commissioner Spino moved to approve the motion and Commissioner Berger seconded the motion. There was a consensus to approve the motion.

Aye: Berger, Spino, Garcia, Ehrenberg, Albazi, Kucienski

Nay: None

Motion Approved: 6-0

4. Development Updates

Community Development Director Scott Mangum provided a brief update on the ongoing District 1860 project, where construction is well under way and progressing steadily. He noted that most of the work thus far has been underground with some above-ground work becoming noticeable.

Next, Director Mangum provided an update on the Lincolnwood Town Center Development Plan. The project is currently in phase two, which includes refining development concepts, developing a framework for fiscal impact assessment, and establishing development principles, and will soon move into phase three.

In relation to the project, Director Mangum presented schematic sketch plans and 3D models, a fiscal impact analysis tool, and development principles. Discussion ensued about the potential development and the planning process. Commissioner Ehrenberg expressed desire for using a similar fiscal impact analysis tool for District 1860.

Commissioners discussed the impact of both developments on the need for municipal services including schools, fire, and police.

5. Other Business

Commissioners expressed desires to support existing local small businesses and asked for clarification on the relationship between the Village and the Lincolnwood Chamber of Commerce. Director Scott Mangum mentioned that he will be joining the Chamber's board soon.

6. Public Forum

No members of the public were present.

7. Adjournment

Chairman Kucienski called for a motion to recommend the approval of the budget. Commissioner Ehrenberg moved to approve the motion and Commissioner Spino seconded the motion. By consensus, the meeting was adjourned at 9:07 a.m.

Aye: Berger, Ehrenberg, Garcia, Spino, Albazi, Kucienski

Nay: None

Motion Approved: 6-0

Respectfully submitted:

Jake Litz
Management Analyst
Fire Department/Community Development



Village of Lincolnwood

Property Enhancement Program For Business Properties

The Village of Lincolnwood has established a Property Enhancement Program (PEP) to help owners with improving and beautifying their business property. All business properties in the Village are eligible to be considered for this program. By participating in the Property Enhancement Program, owners can receive from the Village, up to 50 percent of the cost of making eligible exterior improvements to their property. All work and participation in the program must be pre-approved by the Village and, as a condition of approval, the Village may require changes to the design or scope of the work proposed.

Under the Property Enhancement Program, eligible improvements include new storefronts, landscape additions, parking lot improvements, and signage. All improvements made under the Program must be in accordance with Village plans and codes. As a condition of participation, the Village may require that certain improvements be included as part of the project's scope of work. The Property Enhancement Program is intended to help fund attractive and highly visible enhancements to the Village's business areas. It is not intended to fund routine maintenance items.

Under the Property Enhancement Program, the owner selects contractors for the work, and all contracts for the improvements are between the owner and contractor. To ensure competitive pricing, project bidding is required. PEP operates on a rebate basis with Village funds provided once all the approved work is completed. PEP funds are grant funds and not loans.

Only a limited amount of Village funds are available through PEP, and participation in the program is limited. Project selection and approval is determined on a case-by-case basis. Village selection criteria include: the project's attractiveness; comprehensive nature of the improvements; visual impact; amount of private reinvestment proposed; and ability of the owner to proceed with the project.

For a PEP application and further information contact:

Scott Mangum
Community Development Director
Village of Lincolnwood
6900 North Lincoln Avenue
Lincolnwood, Illinois 60712
847.745.4710
smangum@lwd.org



Village of Lincolnwood

Four Easy Steps to PEPing Up Your Business *at up to half the cost*

Step One – Submit Your Application to the Village

A complete application which proposes comprehensive, attractive, and highly visible improvements (and which comply with all Village Ordinances) stands the best chance of being funded by the Village. Prior to submission, it is highly recommended that the applicant meet with Village staff to discuss the scope of the proposed improvements.

Step Two – Project Review and Participation Approval

Initially, staff will review the application for compliance with Village plans and PEP program goals and objectives. After the staff comment and review phase, the application is forwarded to the Economic Development Commission (EDC) for consideration. After consideration by the EDC, a recommendation regarding approval and participation is then forwarded to the Village Board for action. The applicant is advised that as a result of staff, Commission, or Village Board review, changes to the project's scope of work may be required as part of any approval.

Step Three – Finalizing Plans, Securing Bids, Contractors, and Permits

Once approved for participation, a formal approval letter for participation is issued. This letter will indicate what improvements and scope of work has been approved and the maximum dollar contribution which will be made for the project by the Village. Once formal approval is given, it is time to finalize the plans. All work in connection with this program is between the owner and contractor(s) selected by the owner. In order to ensure competitive pricing, the Village requires evidence of bids for the work. Any and all Village permits necessary for the project must also be secured prior to the work commencing.

Step Four – Completing the Project and Collecting Village Funds

Once the agreed-upon improvements are completed, the Village will inspect the site to verify completion. Upon completion, copies of all bills and evidence of their payment should be submitted to the Village. A Village check to the owner then will be processed for fifty percent of the actual cost of the approved and eligible improvements, up to the maximum earmarked by the Village for the project.

For further information contact:

Scott Mangum
Community Development Director
Village of Lincolnwood
6900 North Lincoln Avenue
Lincolnwood, Illinois 60712
847.745.4710
smangum@lwd.org



Village of Lincolnwood

Property Enhancement Program (PEP) for Business Properties Frequently Asked Questions

What is the PEP Program?

It is a program to encourage business property owners to make attractive and visible enhancements to their property.

Who is eligible?

Generally, all business properties in the Village are eligible. Properties located on highly traveled streets and at major intersections stand the greatest chance of being considered. Projects that are comprehensive in nature and have the greatest improvement impact, stand the best chance of being approved.

What Kind of Enhancements Can Be Made Under the PEP Program?

Exterior property improvements such as new façade and storefront improvements, landscaping additions, new signage, and new parking lot improvements are all eligible for program consideration. Costs associated with routine building property maintenance, unless incidental to the project, are not eligible.

How Much of an Approved Project Will the Village Fund?

Fifty percent of the cost of making the approved improvements, up to the maximum amount that has been specifically approved for the project, whichever is less.

Is There a Lot of Government Red Tape Involved in this PEP Program?

No, not really. Once the property owner and Village agree on an approved scope of work for the project, a formal letter of approval detailing the Village's funding participation and commitment is issued. Then it is up to the property owner to get the project done. Under PEP, the owner selects all contractors and all contracts for the work are between the owner and the contractor. To ensure competitive pricing, several bids are required. When completed, the Village will inspect the property to confirm that the agreed upon improvements have been made. To collect PEP funds, evidence of project bidding, copies of all contracts, bills, and evidence of their payment are then submitted to support issuance of the rebate check.

When Do I Need to Pay Back the PEP Funds?

You don't. This is a grant program that operates on a rebate basis. After you complete the project as agreed to and show that all work has been paid for, a check will be issued by the Village at fifty percent of the cost, up to the maximum grant amount established for the project.

This Sounds Like a Great Program. How Do I Get Started?

Take a fresh look at your business property and consider what needs to be done to make it more attractive. Fill out a PEP application and contact the Office of Community Development with your improvement ideas. Hurry, though, funds are limited!

For further information contact:

Scott Mangum
Community Development Director
Village of Lincolnwood
6900 North Lincoln Avenue
Lincolnwood, Illinois 60712
847.745.4710
smangum@lwd.org



VILLAGE OF LINCOLNWOOD

Property Enhancement Program

Application for Participation

Applicant Information

Applicant's Name: _____

Applicant's Address: _____

E-Mail Address: _____

Contact Person for Project: _____

Daytime Phone Numbers: Voice: _____ FAX _____

Applicant is (check all that apply) Tenant _____ Property Owner _____

Number of Year's in Lincolnwood: _____

Contact Name/Contact Information for Applicant's Agent or Architect (if any) _____

(Note: if applicant is only a tenant, attach a letter from the property owner granting permission for project)

Property Information

Project Property Location/Address: _____

This Property is: Retail ___ Office ___ Industrial ___ Other ___ (explain) _____

Number of businesses on-site: _____

Name of All Businesses/Tenants on site: _____

Size of Building (dimensions or total square feet) _____ Number of stories in Building _____

Size of Property (dimensions or total square feet) _____

Number of Parking Spaces on Property _____

Last Year Property was Sold: _____ Last Real Estates Taxes Paid \$ _____

Property Tax Index Number(s) (PIN): _____

(Note: Attach a photo of this property, land survey, title report, legal description and information regarding property insurance)

Project Information

Total Anticipated Project Cost: \$ _____ Amount Requested From Village \$ _____

Project Scope: Describe and identify all the exterior improvements proposed for this Property

(Use additional paper if necessary to fully describe proposed project and proposed improvements)

If approved, estimated project completion date: _____

Note: Attach line item cost estimate, site plan/landscape plan/drawings or additional information to fully describe this project.

-OVER-

Application Statement
(Read and Sign Below)

I hereby make application to participate in Lincolnwood's Property Enhancement Program (PEP). In making this application I understand that the purpose of PEP is to help create attractive, exterior improvements to business property in the Village and it is not intended to fund routine or required property maintenance. I understand that prior to commencing any work, the Village must first approve both my participation and proposed scope of work for the project. I understand that all improvements made through PEP must be in accordance with Village plans and codes. Moreover, as a condition of approval, I understand the Village may require changes to the scope of work I am proposing. I also understand that any work started or completed prior to approval of the project and my participation in the PEP program, is not eligible for reimbursement.

In making this application, I understand that the PEP program is highly competitive, funds are limited and selection for participation is at the sole discretion of the Village. I understand that the Village will review my application and at the Village's discretion may reject or approve my participation in the program. As part of any Village approval, I understand that the Village may require changes or additions to my plans and intended scope of work. I recognize that a project that will be highly visible and attractive, which proposes comprehensive improvements and/or requires less Village matching funds, stands a greater chance of being funded by the Village.

I also understand that if selected for this program, the Village will establish a maximum grant award for the project and this may be at an amount lower than requested or less than half of the anticipated cost of the project. I further understand that PEP operates as a rebate grant program and therefore if selected for participation, Village funds will be paid to me at the conclusion of the work, after submittal by me of copies of all bills and satisfactory evidence of their payment. I understand that the actual rebate amount will be calculated at 50% of the documented actual costs incurred by me for eligible expenses to complete the agreed upon improvements, up to the maximum grant amount awarded by the Village for the project.

Although PEP is considered a grant program, I understand that the Village has an interest in the longevity of the improvements made and therefore, if within 5 years of the completion of PEP funded improvements, said improvements are subsequently removed or damaged, (except by an Act of God), I shall have an obligation to reimburse to the Village, grant funds provided and I will repay the Village, on a pro-rata basis, the PEP Grant amount provided me. To ensure the Village's interest and repayment, I agree to carry property insurance on the subject property, name the Village as an additional insured and I further consent to this reimbursement obligation being recorded as a covenant on the subject property. In making this application I understand and agree that if selected for PEP participation, I must follow any and all program requirements (including securing all Village permits as may be required), in order to remain eligible for the rebate grant.

By signing this application, I hereby acknowledge that I have read the above statement and understand these important features about the PEP Program.

APPLICANT SIGNATURE

DATE

THE FOLLOWING REQUIRED APPLICATION ITEMS ARE ATTACHED TO THIS APPLICATION

- Land Survey of Subject Property
- Title Report for Subject Property
- Legal Description of Subject Property
- Line Item Estimate of Proposed Improvements
- Proposed Site Plan/Landscape Plan/Elevation Plan(s)
- Photo(s) of Subject Property
- Name/Address/Policy Number of Property Insurance Company

Return this completed application with attachments to:

Community Development Department
Village of Lincolnwood
6900 Lincoln Avenue
Lincolnwood Illinois 60712
Attn: Scott Mangum

If you have any questions regarding this program, please phone (847) 745-4710



VILLAGE OF LINCOLNWOOD

Green Improvements for Tomorrow Program For Business Properties

General GIFT Program Information

The Village of Lincolnwood has established the Green Improvements for Tomorrow (GIFT) program to help business owners implement green initiatives that will benefit the environment. All business properties in the Village are eligible to be considered for this program.

By participating in the GIFT program, owners can receive up to 50 percent of the cost for eligible green improvements to their property, up to a maximum of \$10,000. All work and participation in the program must be ***pre-approved*** by the Village. Business owners may only receive one GIFT grant per property per calendar year. As a condition of approval, the Village may require changes to the design or scope of work proposed. Village funds may be used in conjunction with other funding opportunities.

Under the GIFT program, the following improvements are eligible: energy-efficient lighting (CFL, LED, or solar); green roofs; rain barrels; rain gardens and native plantings; dual-flush toilets; aerated faucets; alternative parking and pedestrian surfaces; passive solar for heating and cooling; and Energy Star[®] windows, doors, and furnaces. Windows, doors, and furnaces ***must*** be installed in accordance with the federal income tax credit regulations. All improvements made with GIFT funds must be in accordance with Village plans and codes and shall meet minimum LEED (Leadership in Energy and Environmental Design) building standards. General building maintenance such as painting, cleaning solvents, and floors/tiling, as well as refrigerators, washing machines, and dryers are not eligible.

Once approved for participation, the owner selects their own contractor(s) for the work, and all contracts are between the owner and contractor(s). To ensure competitive pricing, project bidding is required. The GIFT program operates on a rebate basis with Village funds provided once all the approved work is completed and inspected. GIFT funds are grants from the Village, not loans.

Only a limited amount of Village funds are available, and participation in the program is limited. Project selection and approval is determined on a case-by-case and first-come first-served basis. Village selection and funding criteria includes: the project's impact on the environment; comprehensive nature of the improvements; visual impact and the project's attractiveness; and amount of private reinvestment proposed and ability of the owner to proceed with the project.



VILLAGE OF LINCOLNWOOD

A Special GIFT Program Limited to the Lincolnwood Business Park

With major road improvements recently completed, arrival of the Lowe's Home Improvement Center to the neighborhood, and additional public improvements planned, the Village of Lincolnwood has established a special fund to help further improve business properties in the Lincolnwood Business Park. Through a special set-aside under the Village's Green Improvements for Tomorrow (GIFT) program, and funded through tax increment (TIF) district funds, the Village is specifically making available GIFT funds to Lincolnwood Business Park properties to help owners with greening, improving, and beautifying their business property.

This special set-aside GIFT program for the Lincolnwood Business Park operates just like the Village-wide GIFT program, except there are special designated funds available only for properties in the Lincolnwood Business Park. Like the Village-wide program, Lincolnwood Business Park businesses/property owners can receive up to half of the cost of making approved green enhancements to their property, up to a maximum grant from the Village of \$10,000.

The Lincolnwood Business Park is located in the northeast section of the Village and is generally bounded on the south by Pratt Avenue, on the west by Hamlin Avenue, on the north by Touhy Avenue, and on the east by McCormick Boulevard. Excluded from this area is the Lincolnwood Town Center development.

With a special fund established, and public improvements occurring in the area, now is the time to take advantage of this great program and participate in the improvement of the Lincolnwood Business Park!



VILLAGE OF LINCOLNWOOD

Frequently Asked Questions

What is the GIFT program?

It is a program to encourage business property owners in the Village to implement green initiatives at their Lincolnwood property.

Who is eligible?

Generally, all business properties in the Village are eligible. Projects that are comprehensive in nature and have the greatest environmental impact stand the best chance of being approved. In addition to a “Village-wide” GIFT program, a specific GIFT program that targets properties in the Lincolnwood Business Park has been established.

What kind of enhancements can be made under the GIFT program?

Under the GIFT plan, eligible improvements include the installation of energy-efficient lighting, green roofs, rain barrels, rain gardens and native plantings, dual-flush toilets, aerated faucets, alternate parking and pedestrian surfaces, passive solar for heating and cooling, and energy-efficient windows, doors, and furnaces. Costs associated with routine building or property maintenance as well as appliances, unless incidental to the project, are not eligible. Also not eligible are improvements that are required by the Village, such as those that may be part of a zoning approval.

How much of an approved project will the Village fund?

Half of the cost of making the approved improvements, up to the maximum amount that has been specifically approved for the project, whichever is less. The maximum grant award amount for any project is \$10,000.

Is there a lot of government red tape involved in this GIFT program?

No, not really. Once the property owner and Village agree on an approved scope of work, a formal letter of approval detailing the Village’s funding participation and commitment is issued. Then, it’s up to the property owner to get the work completed. Under the GIFT program, the owner selects their contractors, and all contracts are between the owner and contractor(s). To ensure competitive pricing, project bidding is required. When completed, the Village will inspect the property to confirm the agreed-upon improvements have been made. To collect GIFT funds, evidence of project bidding, copies of all contracts, bills, and evidence of payment are then submitted to the Village to support issuance of the rebate check.

I just made improvements to my property. Can I still get a GIFT grant?

No. All improvements for a GIFT grant must be **pre-approved** prior to initiation of any work. The GIFT program is intended to encourage improvements to business properties, not simply pay for them. Additionally, often in the review of proposed plans for the GIFT grant, changes or adjustments are made to enhance the project. If work is completed, this review is impossible.

When do I need to pay back the GIFT funds?

Generally, never. This is a grant program which operates on a rebate basis. After the project is completed, as agreed, and evidence of payment provided, a check will be issued by the Village at fifty percent of the actual cost, up to the maximum grant award established for the project. The only time Village GIFT funds must be repaid is, if within **three** years after making the improvements, they are subsequently removed or destroyed. In this instance, repayment of the grant is required and repayment is calculated on a **pro-rate** basis.

This sounds like a great program. How do I get started?

Take a fresh look at your business property and consider what needs to be done to make it more environmentally sound. Fill out a GIFT application and contact the Community Development Department with your improvement ideas! Hurry though, funds are limited!

For further information regarding the Green Improvements for Tomorrow program contact

***Scott Mangum
Community Development Director
Village of Lincolnwood
6900 North Lincoln Avenue
Lincolnwood, Illinois 60712***

***Phone: (847)745-4710
Email: smangum@lwd.org***



VILLAGE OF LINCOLNWOOD

GIFT: In Four Easy Steps

STEP 1 – Submit Application to the Village

Submit an application outlining the proposed comprehensive green improvements (and comply with all Village Ordinances), stands the best chance of being funded. Prior to submission, it is highly recommended the applicant meet with Village staff to discuss the scope of the contemplated improvements.

STEP 2 – Project Review and Participation Approval

Initially, staff will review the application for consistency with Village plans and GIFT program goals and objectives. After the staff comment and review phase, the application is forward to the Economic Development Commission (EDC) for consideration. After consideration by the EDC, a recommendation regarding approval and participation is then forwarded to the Village Board for action. The applicant is advised that, as a result of staff, Commission, or Village Board review, changes to the project's scope of work may be required as part of any approval. Typically, an improvement completion deadline is set for all GIFT grants awarded.

STEP 3 – Finalizing Plans, Securing Bids, Contractors, and Permits

Once approved for participation, a formal approval letter is issued. This letter will indicate what improvements and scope of work has been approved and the maximum dollar contribution which will be made for the project by the Village. Once formal approval is given, it is time to finalize the plans. All work in connection with this program is between the owner and contractor(s). In order to ensure competitive pricing, the Village requires, in advance of the work, evidence of bids for the project. Any and all Village permits necessary for the project must also be secured prior to commencement of the work.

STEP 4 – Completing the Project and Collecting Village Funds

Once the agreed-upon improvements are completed, the Village will inspect the site to verify completion. Upon completion, copies of all bills and evidence of their payment are submitted to the Village. Payment to the owner then will be processed for fifty percent of the actual cost of the approved and eligible improvements, up to the maximum earmarked by the Village for the project. The maximum dollar amount for any project is \$10,000.



VILLAGE OF LINCOLNWOOD

Green Improvements for Tomorrow

APPLICANT INFORMATION

Applicant Name: _____ Phone: _____
Applicant Address: _____ Email: _____
Contact Name: _____ Phone: _____
Contact Email: _____
Applicant is (check all that apply) Property Owner Tenant
Number of Years in Lincolnwood: _____
Note: If tenant is the applicant, a letter from the property owner granting permission is required.

APPLICANT INFORMATION

Property Address: _____
This Property is: Retail Office Industrial Other _____
Number of Businesses On-Site: _____
Name of All Businesses/Tenants On-Site: _____

Size of Building (dimensions or total s.f.): _____ Number of Stories: _____
Size of Property (dimensions or total s.f.): _____ Number of Parking Spaces: _____
Last Year Property was Sold: _____ Last Real Estate Taxes Paid: _____
Property Tax Index Number(s) (PIN): _____
Note: Attach a photograph of this property, land survey, title report, legal description, and information regarding property insurance.

PROJECT INFORMATION

Total Anticipated Project Cost: _____ Amount Requested from Village: _____
Project Scope: Describe and identify all the exterior improvements proposed for this property. (Use additional paper if necessary to fully describe the proposed project and proposed improvements: _____

If approved, estimated project completion date: _____
Note: Attach line item cost estimates, site plan, landscape plan or drawings, or any additional information to fully describe this project.



VILLAGE OF LINCOLNWOOD

Green Improvements for Tomorrow

Application Statement

(Read and Sign Below)

I hereby make application to participate in Lincolnwood’s Green Improvements for Tomorrow (GIFT). In making this application, I understand the purpose of the GIFT Program is to help encourage more environmentally-friendly practices in the Village’s business community and help my business become a more environmentally-responsible corporate citizen. I understand that prior to commencing any work, the Village must first approve both my participation and proposed scope of work. I understand that all improvements made through the GIFT Program must be in accordance with Village Plans and Codes. Moreover, as a condition of approval, I understand the Village may require changes to the scope of work proposed. I also understand that any work started or completed prior to approval of the project and my participation in the GIFT Program, is not eligible for reimbursement.

In making this application, I understand the GIFT Program is highly competitive, funds are limited, and selection for participation is at the Village’s sole discretion. I understand the Village will review my application and, at their discretion, may reject or approve my participation in the GIFT Program. As part of any Village approval, I understand the Village may require changes or additions to the plans and intended scope of work. I recognize that a project that meets the Village’s “green” requirements and/or requires less Village matching funds, stands a greater chance of being funded.

I also understand if selected for this GIFT Program, the Village will establish a maximum grant award for the project. This amount may be lower than requested or less than half of the anticipated cost of the project. I further understand the GIFT Program operates as a rebate program, and, therefore, if selected for participation, Village funds will be paid to me at the conclusion of the work, after submittal by me of copies of all bills and satisfactory evidence of payment. I understand the actual rebate amount will be calculated at fifty percent of the documented actual costs incurred by me for eligible expenses to complete the agreed-upon improvements, up to the maximum grant amount awarded by the Village.

Although considered a grant program, I understand the Village has an interest in the longevity of the improvements made, and, therefore, if within **five** years of the completion of the GIFT-funded improvements, said improvements are subsequently removed or damaged (except by an Act of God), I shall have an obligation to reimburse the Village grant funds provided, and I will repay the Village, on a **pro-rata** basis, the GIFT grant amount provided to me. To ensure the Village’s interest and repayment, I agree to carry property insurance on the subject property, name the Village of Lincolnwood as an additional insured, and I further consent to this reimbursement obligation being recorded as a covenant on the subject property. In making this application, I understand and agree that if selected for GIFT participation, I must follow any and all program requirements (including securing all Village permits as may be required), in order to remain eligible for the rebate grant.

By signing this application, I hereby acknowledge that I have read the above statement and understand these important features about the GIFT Program.

Applicant Signature: _____ Date: _____

THE FOLLOWING REQUIRED APPLICATION ITEMS ARE ATTACHED

- | | |
|--|---|
| _____ Land Survey for Subject Property | _____ Proposed Site/Landscape/Elevation Plan(s) |
| _____ Title Report for Subject Property | _____ Photo(s) of Subject Property |
| _____ Legal Description for Subject Property | _____ Name/Address/Policy Number of Insurance |
- Company
_____ Line Item Estimate of Proposed Improvement(s)

RETURN THIS COMPLETED APPLICATION WITH ATTACHMENTS TO:

Scott Mangum
Community Development Director
Village of Lincolnwood
6900 North Lincoln Avenue
Lincolnwood, Illinois 60712

Phone: 847.745.4710
Email: smangum@lwd.org



Village of Lincolnwood
Community Development Department
New Business Licenses
February 18, 2022 – May 19, 2022

Business Name	Business Address	Contact Name	Telephone Number
Asian Kitchen Express	6467 N. Cicero Ave.	Qiyum Cai	(312) 610-3562
Bros Italian Kitchen	3333 W. Touhy Ave.	Leonel Soto	(773) 876-2025
Caring Touch	7301 W. Lincoln Ave.	Geoffery Jimenez	(847) 674-7200
Cherry Hill Programs, Inc.	3333 W. Touhy Ave.	Stephen Graig	(856) 663-1616
Clean Air Doctor	7080 N. McCormick Blvd.	Ofer Tsamah	N/A
Dock N Load Logistics	6633 N. Lincoln Ave.	Allen Hollander	(773) 551-3400
Easyship, Inc.	7080 N. McCormick Blvd.	Augustin Ceyrac	(631) 633-1593
J. Plus Specialty Foods, LLC.	7080 N. McCormick Blvd.	James Moon	(224) 475-6123
James M. McCarthy & Associates, Inc.	4433 W. Touhy Ave. Suite 602	James McCarthy	(847) 853-0953
M & M Equipment Corp.	7080 N. McCormick Blvd.	Marc Newman	(847) 673-0300
Pick Six Global Logistics, LLC.	7080 N. McCormick Blvd.	Stephen Fernandez	(719) 235-7470
Print Plus Media, LLC.	7080 N. McCormick Blvd.	Tian Lin	(630) 779-5496

Realturf USA, LLC.	7080 N. McCormick Blvd.	Carlos Bataller	(940) 923-9699
Seasons Labcorp, LLC.	3500 N. Devon Ave.	Shazia Khan	(630) 901-4143