

VILLAGE OF BARTLETT

COMMITTEE AGENDA

MARCH 2, 2021

COMMUNITY & ECONOMIC DEV., CHAIRMAN GANDSEY

1. Tekkie's Computer & Gadget Repair BEDA Application

FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

2. 2021-22 Proposed Budget Review
[Police, Planning & Dev., Administration]



Agenda Item Executive Summary

Item Name Tekkie's Computer & Gadget Repair BEDA Committee
Application or Board Committee

BUDGET IMPACT

Amount:	\$1,000	Budgeted	Yes
List what fund	Incentives		

EXECUTIVE SUMMARY

Tekkie's Computer & Gadget repair has been operating in the Bartlett Orchards Shopping Center for thirteen years. Previously, the business was a home-based business that grew to the point of requiring a commercial location.

When Tekkie's first opened, owners Brian Coak and Brandi Bowie purchased a more affordable sign and basic build-out of the space. Currently, they have plans to remodel the interior and upgrade their sign as a further investment into their thriving business.

Because new signage is considered an eligible expense through the BEDA program, staff recommends a \$1,000 grant based upon the proposed \$3,700 to be spent to upgrade the sign.

This request appeared before the Economic Development Commission at its February 8th meeting, at which time the EDC unanimously recommended in favor of the grant.

ATTACHMENTS (PLEASE LIST)

Staff Memo, Tekkie's Computer & Gadget Repair's BEDA application including estimate from Signarama, DRAFT minutes from the February 8th Economic Development Commission meeting

ACTION REQUESTED

- To forward this request for a \$1,000 BEDA grant for Tekkie's Computer & Gadget Repair for a final vote at an upcoming Village Board meeting.
- Resolution
- Ordinance
- Motion

Staff: Tony Fradin, Economic Development
Coordinator

Date: February 22, 2021

ECONOMIC DEVELOPMENT MEMORANDUM

DATE: February 22, 2021
TO: Paula Schumacher, Village Administrator
FROM: Tony Fradin, Economic Development Coordinator *TF*
RE: Tekkie's BEDA application

APPLICANT: Brandi Bowie

BACKGROUND: Tekkie's Computer & Gadget Repair is a successful business that has been operating at 972 S. Bartlett Road in the Bartlett Orchards Shopping Center across the street from Jewel-Osco for the past thirteen years. Brian Coak and Brandi Bowie are the owners and proprietors.

Prior to that, the business operated as a home-based business whose growing customer base required them to expand into a commercial location.

As the petitioners wrote in their introduction letter and told me, when they first expanded into the shopping center, they were on a tight budget and purchased the least expensive sign that they could afford at the time.

Brian further explained that this new sign, which adds the verbiage "Computer & Gadget Repair" better informs customers of what they specialize in, as the business name, itself, may not fully convey that message.



BEDA APPLICATION:

Tekkies is planning some general remodeling, which staff reported is considered part of the normal course of doing business insofar as the BEDA program is concerned.

Obtaining a new sign, however, is considered a visible exterior improvement which the village has included as an eligible cost for this program.

The petitioner has submitted an estimate from Signarama showing a unit cost of \$3,475 for the signage. The cost of permits is not eligible and the total amount of this sign as proposed (including tax) is \$3,700.

In tandem with the remodeling project, the new sign demonstrates Tekkies' commitment to remaining in the community.

RECOMMENDATION:

To date, the BEDA applications have been for new or expanding businesses, ranging from the complete renovation of the former Bartlett Plaza to the Streets of Bartlett to a single-proprietorship bakery in a former office.

This will be the first for a minor aesthetic improvement, but also the first applicant from the Bartlett Orchards Shopping Center.

Staff proposes a **\$1,000** BEDA grant, which we hope will help retain this long-time business and help it continue flourishing and growing for years to come. We further want to encourage other businesses with dated signage to consider updating theirs.

This amount reflects 27% of the project cost.

FEBRUARY 8, 2021 EDC MEETING:

The petitioners appeared before the Economic Development Commission at its February 8th meeting.

After a brief question-and-answer period in which the petitioner verified that all required permits would be applied for and no work would be done until approved, the EDC recommended in favor of a \$1,000 BEDA grant to Tekkie's Computer & Gadget repair to help offset the cost of their new and improved sign.

Village of Bartlett Economic Development Assistance Application

Applicant Information:

Applicant(s) Name Brandi Bowie
Applicant(s) Address: 972 S Bartlett Rd
E-Mail Address: support@tekhies.store
Primary Contact for Project: Brian
Cell Phone Number and/or Home Number: 7 [REDACTED]
Applicant is or will be (check all that apply) Tenant Property Owner
Number of Years in Business: 15 Number of Years in Bartlett: 15
Contact Name and Information for Applicant's Agent or Architect (if any):

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

Property Information:

Project Property Location/Address: 972 S Bartlett Rd
This Property is (check all that apply): Retail Restaurant Office
Other (explain)
Number of Businesses on Site: 10
Names of Other Businesses on Site: 10
Size of Building (dimensions or total square feet) 1800 sq ft
Stories in building: 1 Parking spaces on property: Yes
Last Real Estate Taxes Paid: Land lord
Property Tax Index Number(s) (PIN): _____
County: Cook DuPage Kane

Project Information:

Total Anticipated Project Cost: \$ 3700

Project Scope: Describe and identify all exterior/interior improvements proposed (Use additional paper if necessary to fully describe proposed project)

New Store Sign Front of Tekhies. This old sign is from when we started and on a Budget, need to Be Replace

If approved, estimated project completion date: _____

Business Plan: For new business ventures, please include a two- to five-page business plan. Contact Tony Fradin with questions about the seven elements of a strong plan.

Please Attach: Contractor Estimates, Receipts; Copies of both sides of cancelled checks, credit card statements or bank accounts from which materials were purchased and contractors paid; Waivers of Lien

[REDACTED]

Application Statement (Read and Sign Below)

I hereby make application to participate in the Bartlett Economic Development Assistance (BEDA) program. In making this application I understand that the purpose of BEDA is to help encourage and leverage private investment in the Village's business community and help my business bring an underperforming property into more productive use.

I understand that prior to commencing any work, the Village must first approve both my participation and proposed scope of work for the project. Applicants must meet with Economic Development staff prior to paying for improvements in order to review how much, if any, the Village may reimburse for the project.

I understand that all improvements made through the help of BEDA must be in accordance with all 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 further understand that any work started or completed prior to approval of the project and my participation in the BEDA program is not eligible for reimbursement.

In making this application, I understand that the BEDA program is competitive, funds are limited and selection for participation is at the sole discretion of the Village of Bartlett. I understand that the Village will review my application and at the Village's discretion may reject or approve my participation in the program. I recognize that a project that enhances the Village's business climate by returning an underutilized property into economic productivity, increases local employment opportunities and includes a larger percentage of private investment than public 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

I further acknowledge that BEDA operates as a rebate program and, therefore, if selected for participation, Village funds will be disbursed to me at the conclusion of the work, after submittals by me of copies of all bills and satisfactory evidence of their payment, either by lien waivers or bills stamped "Paid" by all contractors. I understand that the actual rebate amount will be calculated at some percentage as recommended by staff in relation to the documented actual costs by me for eligible expenses to complete the agreed upon improvements, up to the maximum grant amount awarded by the Village for the project.

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

B. J. Davis

1/28/21

Applicant Signature

Date



Return this completed application with attachments to:

Tony Fradin, Economic Development Coordinator

Village of Bartlett

228 S. Main Street

Bartlett, IL 60103

Village of Bartlett, Brian & Brandi Have been a resident of Bartlett for 19 years, I have started Tekkies Computer Gadget Repair from my house we grow very fast, where we took over the 1st floor. I like Bartlett and believe in this town, so I keep my root here in this town. Started looking for retail space and landed on 972 s Bartlett rd. Which is our current location for over 13 year now. We have been part of this town and giving back as much as possible from the Hanover township teaching our seniors how to use computers and donating computer to help in our community, we are a drop location for the food pantry where in a pandemic and we stayed open to help our community, and even getting mask for when they were not available anywhere, our connection oversea moved mountains to get them to us help our community here in Bartlett we never sold online & only at our Tekkies store for cost no mark up! We donated to the police department as well. Also we are part of the Loin club here in town. Also doing event and parades here in town. Let make Bartlett better. We are growing and we are doing our best to be part of this town. The old sign on our store currently, was when we move from the house to here and had very little budget and We need your help to put a proper sign on our store front. Again thank you for your time in advance.



399 Wall Street
 Unit J
 Glendale Heights, IL 60139
 (630) 351-8400

ESTIMATE

EST-3179

The way to grow your business.
 www.signarama-bloomingtondale.com

Payment Terms: Cash Customer

Created Date: 1/28/2021

DESCRIPTION: Channel Lettering for Store Front

Bill To: Tekkies
 [Redacted]
 Bartlett, IL 60103
 US

Pickup At: Signarama Bloomingdale
 399 Wall Street
 Unit J
 Glendale Heights, IL 60139
 US

Requested By: Parnell Coak
 Email: [Redacted]
 Work Phone: [Redacted]

Salesperson: Aaron Grochowski
 Email: aaron@signarama-bloomingtondale.com
 Work Phone: 630-351-8400

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Storefront Channel Lettering Channel Lettering - Tekkies - Computer & Gadget Repair 28" x 97" LED Illuminated Flush Mounted 5" Black Return Acrylic Faces Includes Power supplies Includes installation and is UL#listed	1	\$3,475.00	\$3,475.00
2	Permit Processing Obtain all necessary permits lisc/ bonds and fees required by village requirements	1	\$225.00	\$225.00
			Subtotal:	\$3,700.00
			Taxes:	\$286.69
			Grand Total:	\$3,986.69

Signature: _____ **Date:** _____

Tekkies Channel Letters

18.86 Square Feet



FROM DRAFT OF FEBRUARY 8, 2021 EDC MINUTES:

TEKKIES BEDA APPLICATION

Mr. Fradin stated that Tekkie's Computer & Gadget Repair is a successful business that has been operating at 972 S. Bartlett Road in the Bartlett Orchards Shopping Center across the street from Jewel-Osco for the past thirteen years.

He added that prior to that, owners Brandi Bowie and Brian Coak operated as a home-based business whose growing customer base required them to expand into a commercial location. As the petitioners wrote in their introduction letter and told me, when they first expanded into the shopping center, they were on a tight budget and purchased the least expensive sign that they could afford at the time.

Mr. Fradin stated that Brian further explained that this new sign, which adds the verbiage "Computer & Gadget Repair" better informs customers of what they specialize in, as the business name, itself, may not fully convey that message.

He added that Tekkies is planning some general remodeling, which staff reported is considered part of the normal course of doing business insofar as the BEDA program is concerned. Obtaining a new sign, however, is viewed as a visible exterior improvement which the village has included as an eligible cost for this program.

The petitioner has submitted an estimate from Signarama showing a unit cost of \$3,475 for the signage. The cost of permits is not eligible and the total amount of this sign as proposed (including tax) is \$3,700. In tandem with the remodeling project, the new sign demonstrates Tekkies' commitment to remaining in the community.

To date, the BEDA applications have been for new or expanding businesses, ranging from the complete renovation of the former Bartlett Plaza to the Streets of Bartlett to a single-proprietorship bakery in a former office. This will be the first for a minor aesthetic improvement, but also the first applicant from the Bartlett Orchards Shopping Center.

Mr. Fradin concluded by stating that staff proposes a \$1,000 BEDA grant, which they hope will help retain this long-time business and help it continue flourishing and growing for years to come. He added that staff further want to encourage other businesses with dated signage to consider updating theirs.

Mr. Coak introduced himself and reiterated the points that Mr. Fradin made. He stated that they love giving back to the community and asked if the commissioners if they have any questions.

Commissioner Smodilla asked if their permit for the sign has been submitted to the Village and if it has been approved. She stated that she just wanted to make sure that they wouldn't have issues down the road with the Village.

Mr. Fradin stated that that is handled by the planning and development department, and that he didn't anticipate there being any issues, as they are working with a manufacturer that makes many signs throughout the village.

Commissioner Gorski asked about the bid process for the petitioner and if this was the best one.

Mr. Coak stated that this was the best bid considering the price and keeping the business local.

Commissioner Perri asked about their current square footage and asked the services that they will provide.

Mr. Coak stated that they have 1,850 currently. He added that they will continue to provide the same services, including a multitude of electronics repair.

Commissioner Smodilla asked if their workload increased due to people working at home throughout the pandemic.

Mr. Coak stated that they did stay open throughout the pandemic to help their community. He added that they are thankful that they had an increase in patronage, especially from people outside the community.

Commissioner asked if they anticipate coming back for another grant for a remodel.

Mr. Coak stated that they do not at this time.

Commissioner Perri moved to recommend a BEDA Grant in the amount of \$1,000 to Tekkie's to the Village Board that motion was seconded by Commissioner Gudenkauf.

AYES:Commissioners Erickson, Gorski, Gudenkauf, Hughes, LaPorte, Perri, Lewensky, Smodilla

NAYS: None

ABSENT: Commissioner Kubaszko

MOTION CARRIED

FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

2. 2021-22 Proposed Budget Review

(Police, Planning & Dev., Administration)

REFER TO 2021-2022 PROPOSED BUDGET SENT SEPARATELY