



Facade Advisory Committee Agenda

Meeting – 9:30 a.m.

Erickson Conference Room

September 5, 2023

AGENDA

Approve Minutes of January 10, 2023 meeting

Receive General Citizen Comment

FAC-23-0901 Consider Downtown Facade Grant – 31 N Kellogg St

Adjournment

COMMITTEE MEMBERS: PLEASE NOTIFY ME IF YOU ARE UNABLE TO ATTEND AT 345-3619.

cc:

City Manager
Executive Secretary
Deputy City Clerk
Code Compliance Supervisor
Construction Inspectors (3)
Account Clerk
Buildings & Grounds
File Copy

MINUTES

**FACADE ADVISORY COMMITTEE
ADMINISTRATION CONFERENCE ROOM OF GALESBURG CITY HALL
January 10, 2023 at 9:30 a.m.**

MEMBERS PRESENT: Jay Bullis, Steve Gerstenberger, Mike Holloway, Carla Markwart, Mark Martin, Ralph Scott, 6.
MEMBERS ABSENT: None.
OTHERS PRESENT: Steve Gugliotta, AICP.

The meeting was called to order at 9:30 am.

Approve Minutes of the November 1, 2022 meeting
Member Scott moved to approve the minutes, seconded by Member Martin.
Minutes were approved by voice vote.

Consider Citizen Comment
No citizen comments.

FAC-23-0101 Consider Downtown Facade Grant – 349 E Main St

The grant is specifically for the south side façade, but the overall project will be done in phases and include all sides of the building. The total project for all four sides will be just under \$1 million and include tuckpointing, new windows, some replacement of copper and repairs to brick and copper as necessary. The contractor, Atco, has done work at the Artisan Ale building, the current project at the former bowling alley and at the courthouse in Monmouth. As this is an extensive project that will take some time to complete all aspects, Atco has agreed to lock in pricing through 2024.

Member Holloway made a motion to recommend approval of the façade grant, seconded by Member Markwart.

Roll Call #1

Ayes: Bullis, Holloway, Markwart, Martin, Scott, 5.
Nays: None.
Abstentions: Gerstenberger, 1.
Absent: None.

Chairperson declared the motion approved.

There being no further business, Member Scott made a motion to adjourn, seconded by Member Martin, the meeting adjourned at 9:53 a.m.


Stephen Gugliotta, AICP



COMMUNITY DEVELOPMENT DEPARTMENT

Operating Under Council – Manager Government Since 1957

Facade Advisory Committee Letter September 5, 2023

AGENDA ITEM: FAC-23-0901

BACKGROUND: Attached for the Committee's review is a facade grant application from Formal Wear of Galesburg, Inc d/b/a Ducky's Formal Wear, for proposed facade improvements at 31 N Kellogg St.

Ducky's Formal Wear had the opportunity to move the men's section to 31 N Kellogg St, which allowed them to expand their business and increase staffing levels with 3 part time positions. They are proposing to install new windows, doors, replace graphics on the front doors and windows, and add surveillance cameras.

The total eligible project cost is \$20,100. One estimate was included in the application packet for windows, awnings, electric and signage each.

If approved, the owner anticipates beginning work as soon possible with an estimated completion by December 31, 2023. The estimated total facade project cost is \$20,100 and they are eligible to request up to 50% or a maximum of \$40,000 of the project costs through the facade grant program. The program is subject to availability of funds and at this time they can request up to \$10,050.

We have received the following information:

- Proof of building ownership and consent of the owner
- Proof the taxes are current
- Proof of insurance from the building owner
- Proof of available owner's equity
-

SUPPORTING DOCUMENTS:

1. Aerial – General location
2. Application

cc: File Copy

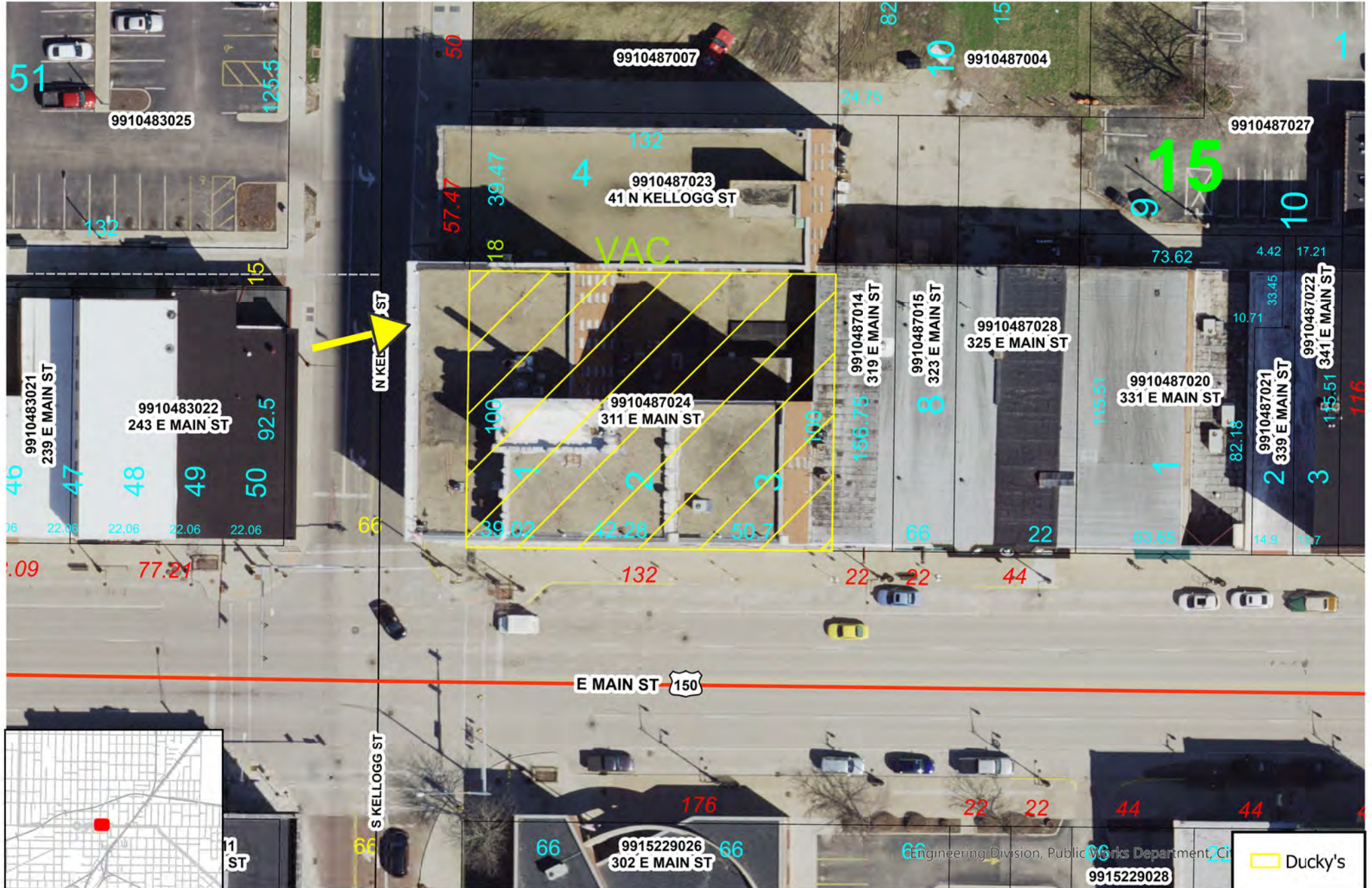
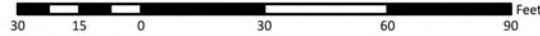


Community Development Department

Community Development Department

31 N Kellogg St

Ducky's Facade Grant request



The information included in this map is intended to be advisory only and is NOT designed or intended to be used as a substitute for an accurate field survey, as performed by a Registered Land Surveyor, to determine precise property location

August 30, 2023

FORM - A FACADE APPLICATION

ATTACHMENTS (READ CAREFULLY – ALL ITEMS ARE REQUIRED AND MUST BE ATTACHED)



We are applying for this grant to improve the following items at 31 North Kellogg St. Galesburg

1. Replace our front single-pane windows
2. Replace our front entry door and add entry lighting
3. Replace graphics on front door and window
4. Add surveillance cameras

Thank you for your time and consideration on this facade project.

Sincerely

A handwritten signature in cursive script that reads "Diane VandeSande".

Diane VandeSande
Duckys Formal Wear Galesburg
309-342-5914

309 East Main Street
31 North Kellogg Street
Galesburg, Illinois 61401

*With the opportunity to move the men's section to 31 North Kellogg it required me to restructure my staff and add additional employees to cover the separate sides of the business. I did add 3 additional parttime positions with total payroll increase of 28,000.00

309 East Main Street
31 North Kellogg Street
Galesburg, Illinois 61401



Existing Facade

pg 1 of 2



Existing Facade
Page 2 of 2

Grant Request from Duckys Formal Wear of Galesburg

Items:

First Glass Window replacement, door, lock \$17,800.00

Garrison Electric: install new lighting and outlet
\$1800.00

Megan Sallee window and door graphics \$250.00

Brent Lauerman Camera surveillance \$250.00

Total 1) \$20,100.00

PROJECT COST ESTIMATE

DESCRIPTION OF WORK AND/OR MATERIAL (PLEASE REFERENCE APPROPRIATE QUOTE)	QUANTITY	UNIT COST	EXTENSION
FACADE DEMOLITION			
FACADE RECONSTRUCTION (FRAMING/CARPENTRY)			
BRICK AND/OR STONE MASONRY			
PAINTING			
WINDOW REPAIR/REPLACEMENT * First Glass	N/A	N/A	17,800.00
DOOR REPAIR/REPLACEMENT			
SIGNAGE Megan Sallee			250.00
AWNING			
EXTERIOR LIGHTING Garrison Electric			1,800.00
<i>OTHER CONSTRUCTION COSTS:</i>			
Exterior Security Cameras - Brent Lauerman			250.00
CONTINGENCIES			
SOFT COSTS			
ARCHITECT/ENGINEERING FEES			
CONSTRUCTION PERMITS			
<i>OTHER SOFT COSTS:</i>			
TOTAL FACADE PROJECT COSTS			20,100.00
<i>*Minimum of \$20,000 to be eligible for Facade Grant funding</i>			

APPLICANT SIGNATURE

I UNDERSTAND THAT MY SUBMISSION OF AN APPLICATION DOES NOT CONSTITUTE A GUARANTEE FOR FUNDING UNDER THE DOWNTOWN FACADE REDEVELOPMENT GRANT PROGRAM. I CERTIFY THAT ALL INFORMATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE, AND IF APPROVED, WORK WILL BE COMPLETED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE DOWNTOWN FACADE REDEVELOPMENT GRANT PROGRAM HANDBOOK.

BY SIGNING BELOW, THE APPLICANT ACKNOWLEDGES THAT HE/SHE HAS RECEIVED AND READ THE PROGRAM GUIDELINES FOR THE DOWNTOWN FACADE REDEVELOPMENT GRANT PROGRAM. ALSO, THE APPLICANT ACKNOWLEDGES THAT HE/SHE IS DULY AUTHORIZED TO ACT ON BEHALF OF THE COMPANY AND/OR EACH PRINCIPAL OF THE COMPANY AND THAT THE COMPANY IS PROPERLY ORGANIZED AND LICENSED TO CONDUCT BUSINESS IN THE STATE OF ILLINOIS.

X *Deane Verde Sanke*
Applicant/Owner Signature

X *7/17/23*
Date



46 PUBLIC SQ.
PO BOX 1514
GALESBURG, IL 61402
PHONE 309-342-2001
FAX 309-342-2765
FED ID 37-1094931

Quote: 19324

Date:06/14/2023

Customer

DUCKY'S FORMAL WEAR
246 E MAIN
GALESBURG IL 61401

Ph:(309)342-5914

Csr:CSR Tech: PO Terms:NET 30

Rep:JIM M

<u>Qty</u>	<u>Part / Description</u>	<u>Item Total</u>
1.00	NEW 2 X 4 1/2 - new thermal frame and glass lowe	10,650.00
1.00	DOOR & FRAME - new 3'o" x 7'0" door with rim panic e force lever	6,600.00
1.00	MIRROR - 1/4 - 74" x 57" installed on to wall by other	550.00

Notes: 5/15/23- RE QUOTE FOR TIFF GRANT - NO SALES TAX- NO PW. ALSO DIANE WOULD LIKE TO TALK/MEET TO DISCUSS SOME DIFFERENT OPTIONS ON THE WINDOWS AND THE DROP BOX

DIANE 309-721-4778

QUOTE ON REPLACING FRONT WINDOWS AT 31 N KELLOGG- THEY ARE EXPANDING INTO THAT SPACE WOULD LIKE MORE EFFICIENT WINDOWS

Door & frame will have side rise and threshold with minimum edge trim, ...
loser . sweep., threshold , rim panic , and e Froce trim.

Signature _____

<u>Tax</u>	<u>Total</u>	<u>Payments</u>	<u>Balance</u>
0.00	17,800.00	0.00	17,800.00

vers:9.2.10 Page: 1

Pay Now



WWW.FIRSTGLASS.COM

"The clear choice for all your glass needs."

QUOTE # W75937

9/27/2021 9:07:16AM



MANKO
WINDOW SYSTEMS INC.

3001 McKinley Avenue
Des Moines, IA 50321
Phone: 515-288-7427
Fax: 515-288-6968

Quote Date
9/27/2021

Page 5 of 5

Job Name : Duckeys
Quoted To : Tim

Billing Address:
First Glass
46 Public Square
Galesburg IL 61401

Phone: 309-342-2001
Fax: 309-342-2765

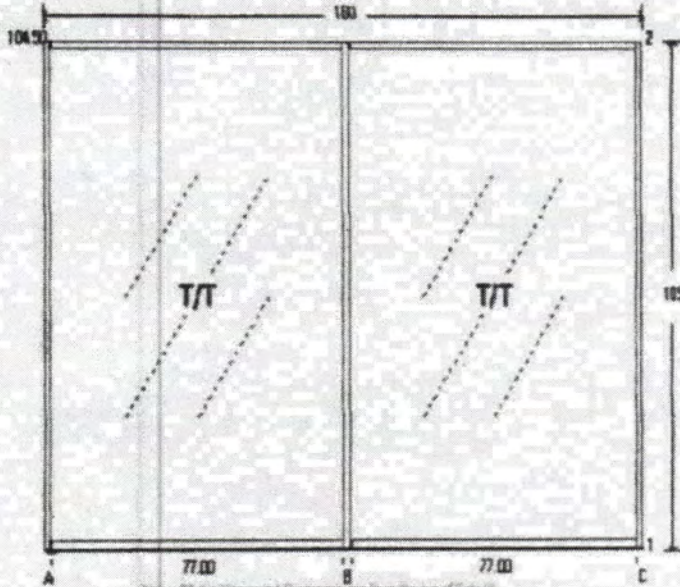
Delivery Address:
First Glass
46 Public Square
Galesburg IL 61401

Elevation: A03

Qty: 1

Series: 2450CG

Finish: Bronze



Notes: All horizontal dimensions are from the face of Sill

QUOTE # W75937

9/27/2021 9:07:16AM



MANKO
WINDOW SYSTEMS INC.

3001 McKinley Avenue
Des Moines, IA 50321
Phone: 515-288-7427
Fax: 515-288-6968

Quote Date
9/27/2021

Page 4 of 5

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46 Public Square
Galesburg IL 61401

Phone: 309-342-2001
Fax: 309-342-2765

Delivery Address:

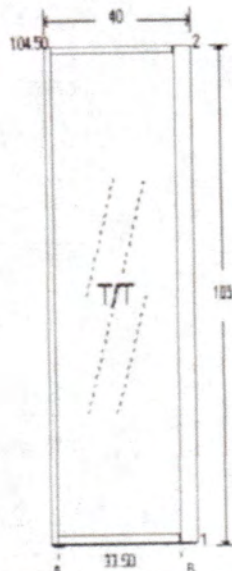
First Glass
46 Public Square
Galesburg IL 61401

Elevation: A01

Qty: 1

Series: 2450CG

Finish: Bronze



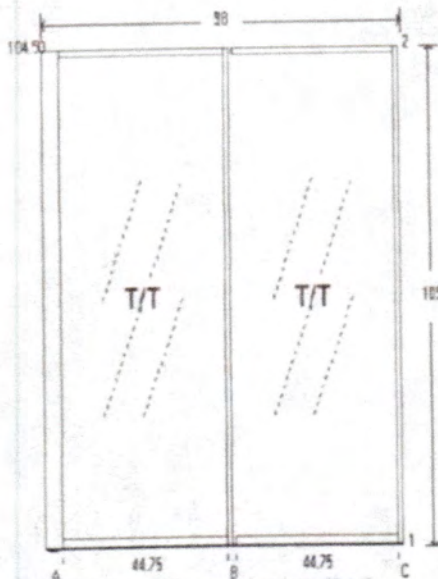
Note: All the Horizontal Distances are from the top of Sash/B

Elevation: A02

Qty: 1

Series: 2450CG

Finish: Bronze



Note: All the Horizontal Distances are from the top of Sash/B

GLASS SPECIALTY WLC, INC.
723 E MAIN ST
GALESBURG, IL 61401

Customer Copy

:(309) 343-6139 FAX:(309) 343-3958

Federal Tax ID: 320181500

P/O#:	Cust State Tax ID:	Quote: 01006516 Date: 6/5/2023 Time: 11:05 AM
Taken By: Chad	Cust Fed Tax ID:	
Installer:	Ship Via:	
SalesRep:	Adv. Code:	

Bill To: CASH-GALESBURG

Sold To: CASH-GALESBURG

DUCKY'S FORMAL WEAR
309 E. MAIN STREET
GALESBURG, IL 61401

DUCKY'S FORMAL WEAR
309 E. MAIN STREET
GALESBURG, IL 61401

(309) 721-4778 -DIANE

Qty	Part Number	Description	List	Disc%	Sell	Total
1	MISC	DOOR & STORE FRONT WINDOWS	\$0.00	0.00	\$0.00	\$0.00
1	MISC	Dark Bronze Storefront Windows & Door	\$18,954.20	0.00	\$18,954.20	\$18,954.20
1	MISC	Break Metal, Glue, Screws, Disposal, & Misc Items	\$500.00	0.00	\$500.00	\$500.00
1	LABOR	LABOR TO REMOVE OLD & INSTALL NEW STOREFRONT	\$2,975.00	0.00	\$2,975.00	\$2,975.00
1	Mircl-1/4"	(72" x 60") 1/4" Mirror Clear	\$402.00	0.00	\$402.00	\$402.00
1	MISC	Top J-Channel	\$21.00	0.00	\$21.00	\$21.00
1	MISC	Bottom J-Channel	\$15.00	0.00	\$15.00	\$15.00
1	LABOR	LABOR TO CUT, POLISH, & HANG MIRROR	\$200.00	0.00	\$200.00	\$200.00

31 N. KELLOGG STREET WEST SIDE MEN'S WINDOW SEE DIANE THURSDAY AFTER 12:00 & FRIDAY 05-19-23 AFTER 10:00

*Revised
over 12/6/MS*

NET 30

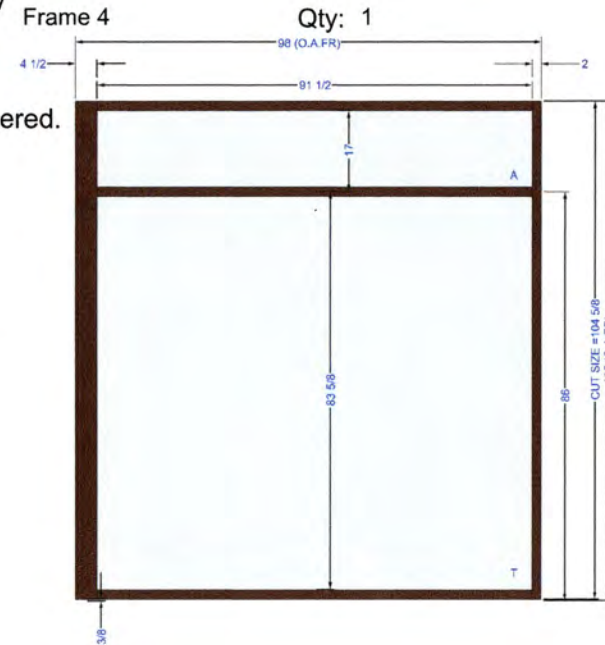
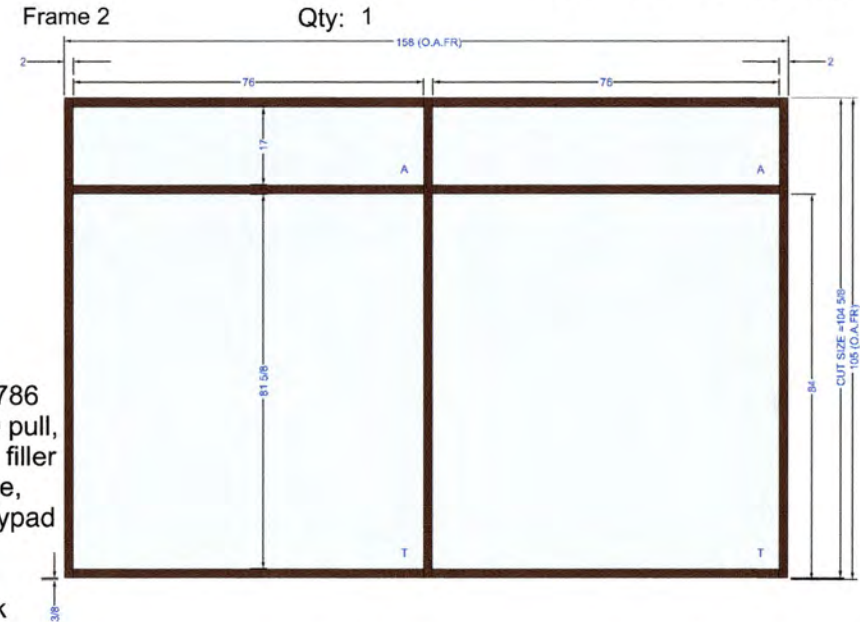
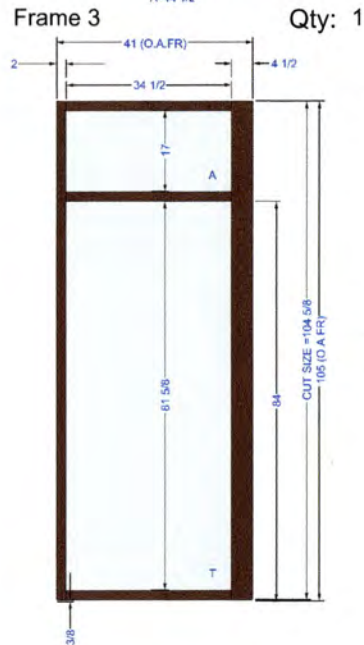
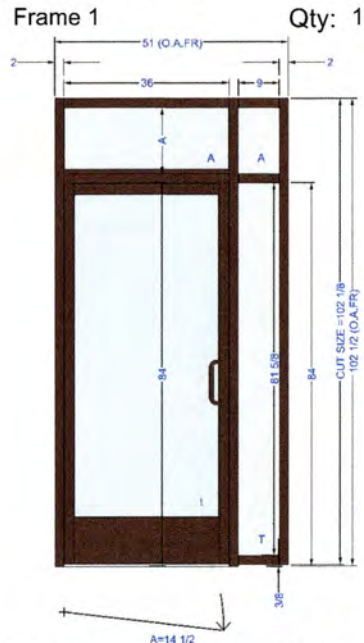
Sub Total: \$23,067.20

Tax: \$1,740.57

Total: \$24,807.77

Project Name - Duckys

Date: 5/23/2023 2:56:05 PM



GARRISON ELECTRIC
615 W. GROVE ST.
GALESBURG, IL. 61401

(309) 297-0821 (309) 342-7325

JOB SERVICE AGREEMENT

DATED THIS 23 DAY OF JANUARY 2023, BETWEEN GARRISON ELECTRIC, HEREINAFTER CALLED CONTRACTOR, AND DIANE VANDE SANDE/DUCKY'S CALLED OWNER.

ADDRESS: 309 EAST MAIN ST. CITY: GALESBURG
STATE: IL ZIP: 61401 COUNTY: KNOX

JOB DESCRIPTION:

GARRISON ELECTRIC TO PROVIDE LABOR AND MATERIAL FOR THE INSTALLATION OF ELECTRICAL WIRING FOR TWO WALL MOUNTED OUTSIDE LIGHTS SUPPLIED BY OWNER AND ONE INTERIOR LIGHT IN VESTIBULE ON A TIMER.

ALL WORK WILL BE SCHEDULED UPON RETURN OF THIS AGREEMENT AS WELL AS DEPOSIT STATED BELOW. COMPLETE MEANS WHEN TERMS OF THIS AGREEMENT ARE COMPLETE. ANY PAST DUE ACCOUNT IS SUBJECT TO FINANCE CHARGES AND/OR COLLECTION FEES INCLUDING ATTORNEY FEES IF APPLY.

DEPOSIT AMOUNT: \$ 0

TOTAL AGREEMENT AMOUNT: \$ 1800.00

CONTRACTOR DATE

OWNER DATE

*IN Progress
3/2/2023*

Megan Sallee

Wataga, IL 61488

(309)337-4785

SALES QUOTE

PREPARED FOR

Ducky's Formal Wear

31 N. Kellogg St.

Galesburg, IL 61401

(309)342-5914

PREPARED DATE

Feb. 27, 2023

ITEM

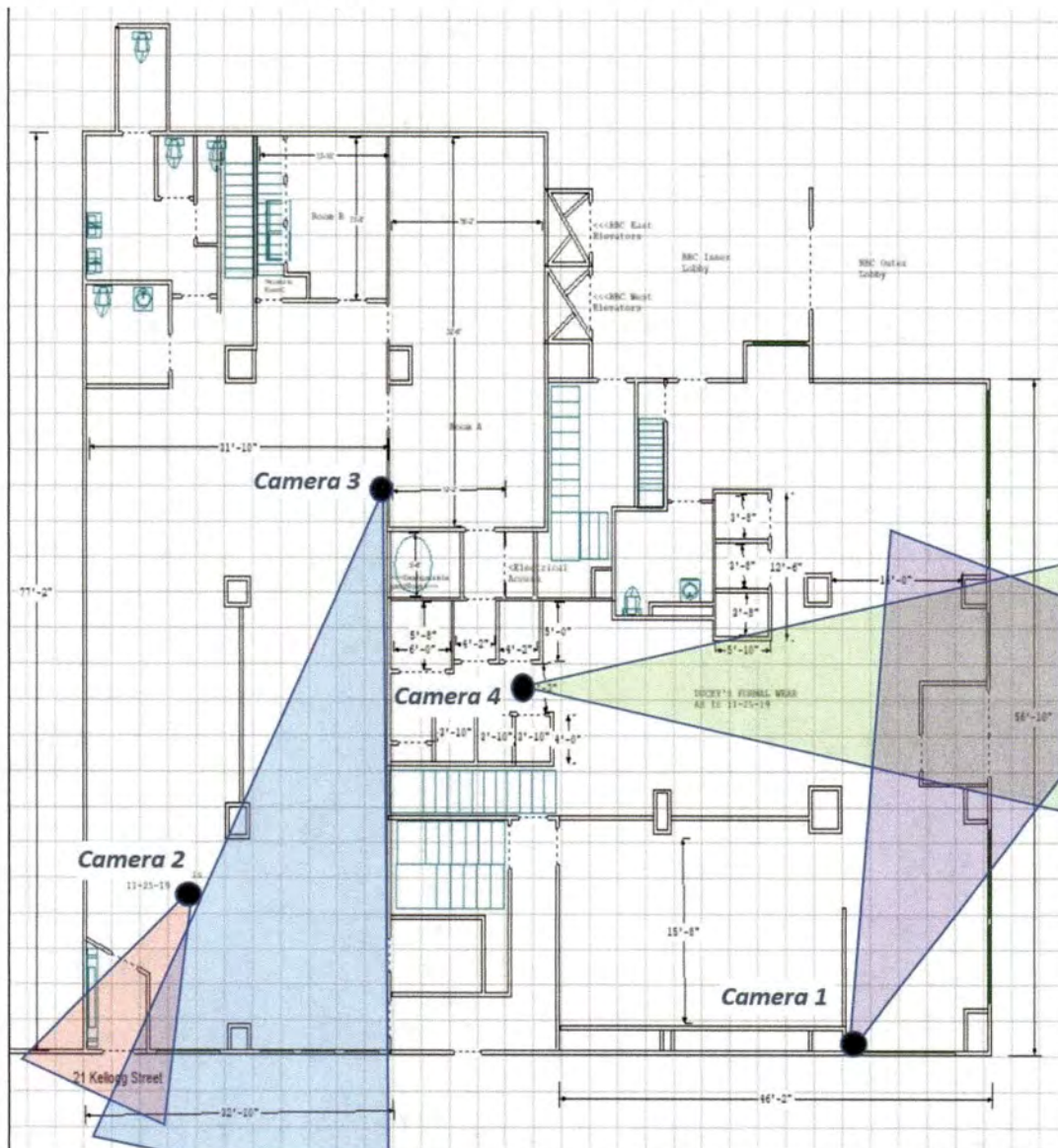
Replace Window Graphics

TOTAL

\$250

Proposed Ducky's Formal Wear Exterior Camera Installation

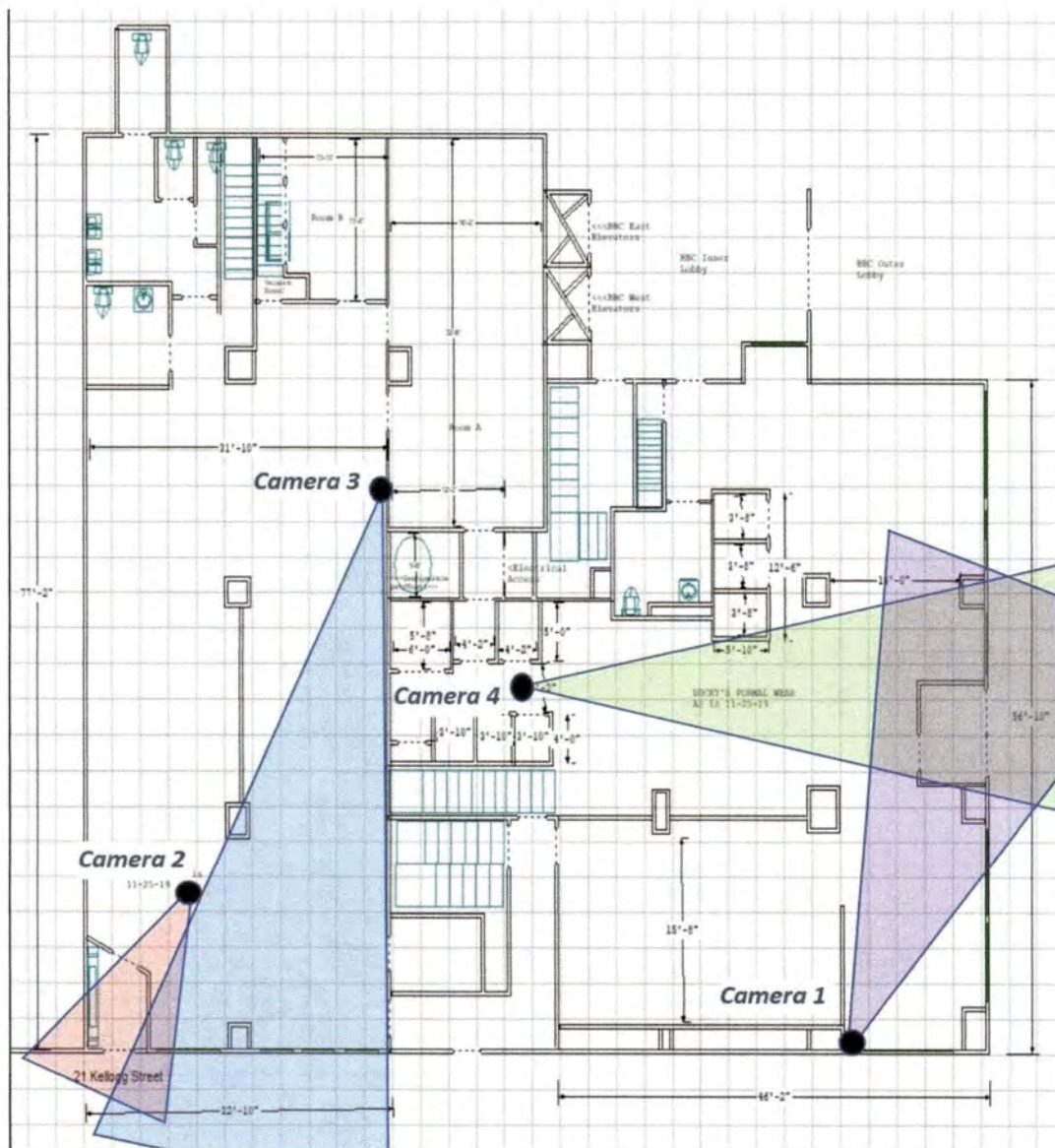
Using the customers provided Swann DVR-5680, I would install 2 cameras at the highlighted locations indicated on the floorplan labeled Camera 2 and Camera 4. These cameras cover the main entrances from Main and Kellogg Streets. I will use the provided cabling to run the data and power lines for each unit and align the cameras to the customers specifications.



The black dots in this picture represent the camera installation locations and the colored triangles represent the field of view that can be expected from each camera. The cameras are labeled Camera 1 – Camera 4 and can be repositioned as desired. The proposed configuration covers both entrances and their approaches from the sidewalks. The system is an 8-channel system which is capable of four more cameras should additional coverage locations be desired in the future. Since the equipment being used for the install is provided by the customer themselves, I cannot ensure the future proper operation of the hardware used outside of the initial installation and verification of proper functionality. For the installation and alignment of the cameras I would require a sum of \$250 to complete the work. I can complete the work during normal operating hours or after hours whichever is preferred and expect the work to be completed within a 3-hour timeframe.

Proposed Ducky's Formal Wear Interior Camera Installation

Using the customers provided Swann DVR-5680, I would install 2 cameras at the highlighted locations indicated on the floorplan labeled Camera 1 and Camera 3. I will install the DVR unit itself on the 2nd floor area where the current networking equipment is located. I will connect the DVR to the existing Ducky's network and ensure that it is accessible both locally and over the internet. I will use the provided cabling to run the data and power lines for each unit and align the cameras to the customers specifications.



The black dots in this picture represent the camera installation locations and the colored triangles represent the field of view that can be expected from each camera. The cameras are labeled Camera 1 – Camera 4 and can be repositioned as desired. The proposed configuration covers both points of sale and provide additional overlap of the entrances and main floors. The cameras are positioned in such a way as to avoid any potential angles that could see into the dressing room areas. The system is an 8-channel system which is capable of four more cameras should additional coverage locations be desired in the future. Since the equipment being used for the install is provided by the customer themselves, I cannot ensure the future proper operation of the hardware used outside of the initial installation and verification of proper functionality. I will work with the customer to establish a basic understanding of the systems functions such as video retrieval from the DVR unit. For the installation of the 2 cameras, configuration of the DVR and network settings, and product walkthrough on 1 PC and 1 mobile device, I would ask for a total of \$500. I would be able to complete the work during business hours or after hours whichever is preferred and would need approximately 6 hours to complete the physical installation and alignment of the cameras.

*Not Bank
Requested
Just for
information*