



Façade Advisory Committee Agenda

Erickson Conference Room

September 4, 2026

9:30 a.m.

	Approve	Minutes of the September 1, 2026 meeting
	Receive	General Citizen Comment
FAC-26-0901	Consider	Downtown Façade Grant - 237-251 E Main St.

COMMITTEE MEMBERS: PLEASE NOTIFY ME IF YOU ARE UNABLE TO ATTEND AT 309-345-3619.



FAÇADE ADVISORY COMMITTEE MEETING MINUTES

DATE: September 1, 2026, 9:30 a.m.

PLACE: Erickson Conference Room, 55 West Tompkins Street, Galesburg, IL

MEMBERS PRESENT: Jay Bullis, Steve Gerstenberger, Mike Holloway, Carla Markwart, Ralph Scott, 5.

MEMBERS ABSENT: Mark Martin, 1.

OTHERS PRESENT: Lucas Brooks – Associate Planner, Steve Gugliotta AICP - Director of Community Development.

Chairperson declared quorum present.

Approve Minutes of the July 7, 2026 meeting

Member Holloway moved to approve the minutes, seconded by Member Scott.

Minutes were approved by voice vote.

Receive Citizen Comment
None Received.

FAC-26-0901 Consider Downtown Façade Grant - 237-251 E Main St

The applicant, Mike Martin, was not present. Member Gerstenberger asked if there were any bids for tuckpointing or if it had been discussed. No tuckpointing bids were received by Staff.

Member Gerstenberger moved, seconded by Member Markwart to table the application due to the applicant's absence.

Roll Call #1

Ayes: Bullis, Gerstenberger, Holloway, Markwart, Scott, 5.

Nays: None.

Abstentions: None.

Chairperson declared the motion approved

FAC-26-0902 Consider Downtown Façade Grant - 25 S Cedar St

Gerstenberger asked why there was only 1 bid for the electrical work. The applicant, Tim Cramer, stated he was happy to solicit another, but typically uses AMP for electrical work.

Member Markwart asked about the location of the metal awning, which Cramer confirmed would be between the first and second floors, centered over the garage door.

As far as timeline, the goal is to have the tuckpointing completed this fall, with all other installations to follow.

Member Gerstenberger moved, seconded by Member Markwart to approve the application, contingent on the reception of a second bid for the electrical work and a letter of contractor non-availability for the other trades.

Roll Call #2

Ayes: Bullis, Gerstenberger, Holloway, Markwart, Scott, 5.

Nays: None.

Abstentions: None.

Chairperson declared the motion approved

There being no further business, Member Markwart made a motion to adjourn, seconded by Member Holloway, the meeting adjourned at 9:55 a.m.



Lucas Brooks



Façade Advisory Committee Meeting

Agenda Item Overview

September 1, 2026

AGENDA ITEM: FAC-26-0901 Downtown Façade Grant for 237-251 E Main St.

BACKGROUND: Attached for the Committee's review is a façade grant application from Mike Martin for proposed façade improvements at 237-251 E Main St.

Mike Martin is proposing to renovate the north, south, and east façades of 237-251 E Main St. Façade renovation includes repainting all three facades, replacing 10 upper-story windows, removing the awnings in poor condition, and replacing the wooden window coverings that have rotted. The repainting will be in the same color scheme. It is anticipated that 4 jobs will be retained as a result of this project.

If approved, the owner anticipates beginning work in September 2026, with an estimated completion in November 2026. The estimated total façade project cost is \$40,002.44 and Martin is eligible to request up to \$20,001.22 through the façade grant program.

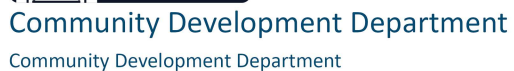
We have received the following information:

- Proof of Ownership
- Proof the property taxes are current
- Proof of insurance from the building owner
- Two bids for the repainting
- Two bids for the window replacements
- One bid for the awning disposal and wooden window cover replacements

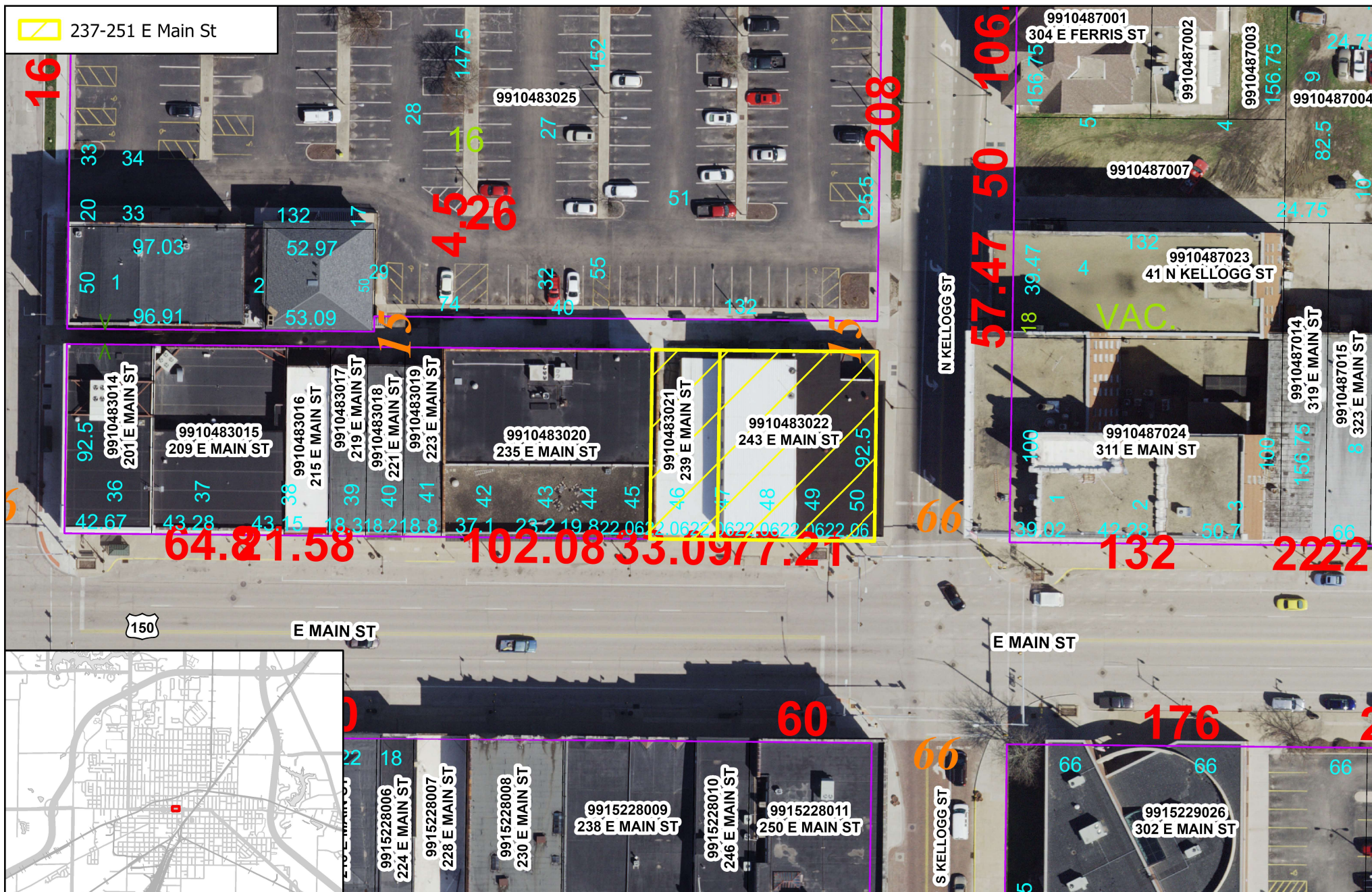
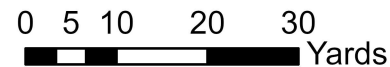
SUPPORTING DOCUMENTS:

1. Aerial - General location
2. Application
3. Photos of the north, south, and east facades
4. Bids

cc: File Copy



Mike Martin
Proposed Facade grant project



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 12, 2026

FACADE APPLICATION

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

- ☐ **PROOF OF BUILDING OWNERSHIP AND FULL LEGAL DESCRIPTION OF PROPERTY** - Such as a copy of the recorded deed
- ☐ **OWNER CONSENT FORM** – Required if the applicant/primary contact is not the owner of the project real estate
- ☐ **REAL ESTATE TAXES** - Statement from the County Clerk certifying there are no delinquent or unpaid taxes or special assessments, no unpaid forfeited taxes, and no redeemable tax sales are against the property
- ☐ **PROPERTY INSURANCE** - Proof of current property and casualty insurance
- ☐ **NARRATIVE PROJECT DESCRIPTION:** A typed statement of what the facade project will involve. Provide as much detail as possible, including what you are changing or replacing, type of new materials to be used, color, location on facade, etc.
- ☐ **PHOTOGRAPH(S) OF EXISTING FACADE** – Submit several photos of your building in its current condition. Be sure to label each photo and indicate what improvements you are proposing to make in each.
- ☐ **DRAWINGS OF PROPOSED FACADE IMPROVEMENTS** - Conceptual elevation plans and full construction drawings prepared by an Illinois licensed Architect who has conducted an on-site inspection and personal interviews with the applicant. Include product sample sheets showing colors, size, type of materials and finishes, etc. If a sign is proposed, graphically indicate sign lettering style, letter and sign dimensions.
- ☐ **DETAILED COST ESTIMATES/BIDS FOR PROPOSED FACADE IMPROVEMENTS** - A minimum of three (3) qualified bids for all exterior facade work to be performed, or a statement of non-availability of contractors or services. Indicate what contractors you are proposing to use on the project. Bids should provide enough detail to make the proposed scope of work clear (quantity, cost and type of work). If an applicant finds the submitted bids are not satisfactory, a new bid process may be required.
- ☐ **LETTER OF COMMITMENT.** A letter of commitment shall be provided from all entities providing funds. This includes verification the owner has the required 10% owner's equity available for the project.

Last modified 12/20/22

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	26,290.00		
WINDOW REPAIR/REPLACEMENT	10,762.44		
DOOR REPAIR/REPLACEMENT			
SIGNAGE			
AWNING			
EXTERIOR LIGHTING			
OTHER CONSTRUCTION COSTS:			
remove awning + Disposal			
+ repair 8 Wooden window			
CONTINGENCIES covers, Wood	2,950.00		
SOFT COSTS			
ARCHITECT/ENGINEERING FEES			
CONSTRUCTION PERMITS			
OTHER SOFT COSTS:			
TOTAL FACADE PROJECT COSTS			
*Minimum of \$20,000 to be eligible for Facade Grant funding			

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.

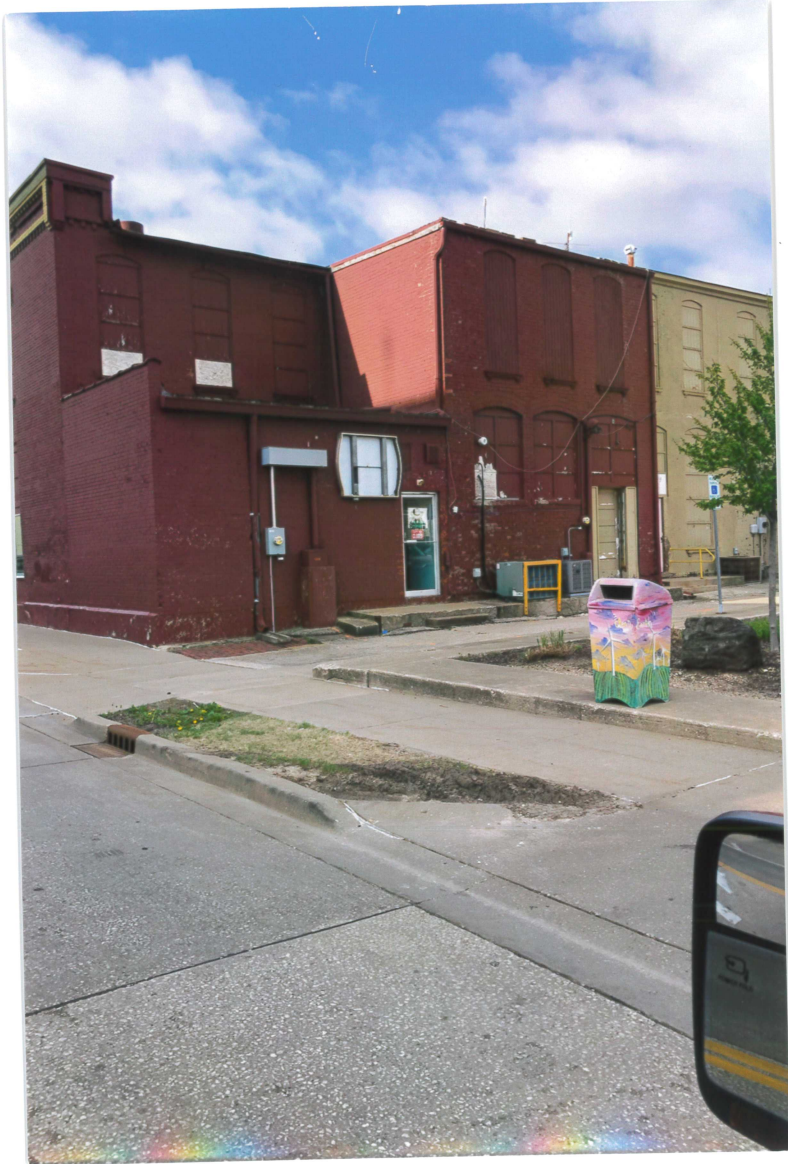
Mike Martin
Applicant/Owner Signature

Aug 10, 2026
Date

Narrative Project Description

237 – 251 E Main St

Repaint all buildings, all sides near as same color as is possible. 10 new replacement windows on 2nd floor. Replace rotted wooden window covers. Remove old awnings in poor condition.











JOB SITE

247-251 E Main St Galesburg - Comm-Ext - JOB-1433-7804

247 & 251 East Main St
Galesburg, IL 61401
(309) 335-2727

PREPARED BY

Brendan O'Neill
Commercial Sales Associate
(309) 826-7966
boneill@certapro.com



CLIENT

To be confirmed with SA

247 & 251 East Main St
Galesburg, IL 61401
(309) 335-2727

CLIENT CONTACTS

Mike Martin
M: (309) 335-2727

PRICING:

Base Price:	\$29,850.00
Subtotal:	\$29,850.00
Total:	\$29,850.00
Deposits Due	\$7,462.50
Balance	\$22,387.50

GENERAL SCOPE OF WORK

This proposal is for the prep and painting of the exterior of 239-251 E Main St in Galesburg, IL. The prep process will include pressure washing all surfaces to be painted, scrape any failing or peeling paint, priming, and tape and mask off where necessary. After prep is complete CertaPro will apply two coats of paint to the exterior walls. All materials are included in the price above. The estimate is based on a matching color scheme. Lift rental is included in the pricing above.

INCLUDED

Buildings 239-251 (Spurgeon Insurance to corner)

- All Brick Siding
- Concrete Siding (Tan Building all sides)
- Wood Sections (front and where they are covering windows)
- Fascia and Corbels
- Storefront Ceilings, Front Hallway walls and ceilings
- Window Cornice/Crown Molding and Sills
- Pipes and conduit to match
- Painted back door (Excluding Dark Brown on back of Spurgeon)

EXCLUDED

Tuck Pointing
Windows (customer plans to replace)
Carpentry
Storefronts -- Windows, doors and door frames, tile, concrete repairs, any other surface not mentioned above
Any building beyond Joy Garden going west. Jimmy John's side brick not included
Overtime
Union Labor

NOTES

- Estimate is based on the job being completed during normal working hours
- If permits are required, customer should secure them prior to painters' arrival

THIS PROPOSAL SERVES AS A DEPOSIT INVOICE: 25% of the total job cost is due prior to scheduling. Remaining balance will be billed separately.

PAYMENT TERMS: All final payments are due upon job completion. Any outstanding balance after 30 days will be subject to a 1.5% monthly finance fee.

PAYMENT OPTIONS: We accept cash, check, or credit card. If a credit card is used a 3.00% convenience fee will be added for processing.



JB PAINTING

169 Cedar Ave Galesburg ,IL 61401

+13092971146

jbpainting365@gmail.com

Lead certified. 26yrs of experience doing
the highest of quality residential and
commercial projects.

Estimate

Estimate No:

304

Date:

03/18/2026

For: Mike Martin
karenkmartin@hotmail.com
251 E Main St
Galesburg, IL, 61401-4716
(309) 335-2727

Options

Exterior from 251-239 E Main St



Exterior	1	\$26,290.00	\$26,290.00
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Protection for public, vehicles and windows

- drape 3 mil plastic over all glass windows and signs.
- lay 10 ft of 3 mil plastic to catch paint chips (85%) on the ground
- close off sidewalks from corner to corner where work is being done
- while working on the front block off parking spaces from Jimmy John's to Kellogg St

Old peeling paint removal

- pressure wash with roto tip using customers water source to remove all loose flaking
- paint allow 24 hrs to dry before coating

Priming

- all masonry substrates will be primed with Loxon waterproofing masonry primer
- all metal surfaces to be primed with Procril rust inhibitor primer
- all wood to be primed with oil base exterior wood primer

Prepping for paint

- cover all signage windows and anything else not being painted to protect from over spray or paint drips

- lay drops on sidewalk areas
- caulk all gaps for water protection and cosmetics

(Customer to have tuck pointing done where needed and replacing a few areas of rotting wood and windows on rear of building)

Finish painting

- customer to keep same or similar color scheme as present currently
- apply 2 coats of High quality Latitude Rain Refresh from Sherwin Williams (self washing in rain) paint on all surfaces
- spraying up close and back rolling method to be used
- accents to be brushed/ rolled in as necessary

Areas to be worked on as follows

- : South side front fascades of buildings 251- 239 including entrances to buildings in customers desired colors
- : Upper wall on the roof of 239-241 from Main St corner to back corner by parking lot
- : East Side from Kellogg/Main street to parking lot
- : North side from Kellogg St to back wall of building 251

We will provide 40 ft JLG boom lift , safety harness and PPE and diesel ... included in the price

Labor and all materials and paint products included in price

Payment schedule

- an approx 40% deposit for lift fee and materials due 1 week prior to start date in amount of \$10,520.00

Approx start date July 15th

- remaining balance of \$15,770.00 due upon satisfactory completion

** 2 yr no peel guarantee on all substrates

** Allow 2-3 weeks completion

** Work area to remain cleaned up and opened to public where danger isn't an issue for pedestrians during and after work daily

** Trailer will materials and tools to be left in back lot

JB PAINTING - Estimate 304 - 03/18/2026

Description	Quantity	Rate	Amount
Subtotal			\$26,290.00
Total			\$26,290.00
Total			\$26,290.00



East Moline Glass Company

1033 7th Street, Suite 100

East Moline, IL

Ph - 309-755-1422 Fax - 309-755-4912

Date: May 5, 2026
Re: 251 East Main Street Galesburg IL
Upper Windows

Scope of Work

Demo and install 10 new storefront fixed windows into existing openings on the 2nd floor of 251 East Mian Street in Galesburg IL. Framing finish to be dark bronze anodized, glass supplied to be 1" OA clear with a low E #2. Break metal wrap around existing wood is included as needed. Alternate routing for pedestrian traffic will need to be addressed and established prior to any demo work commencing. All barricades and foot traffic is to be the responsibility of the building owner and not EMG.

No repairs to existing openings

No Interior finish work

No Permits

No Protection

No Temporary Enclosures

No Abatement and or Asbestos Removal and or Testing - by building Owner

Quote Valid for 14 Days - Materials to be ordered within 90 days of award or escalation could apply.

Base Bid: \$ 42,665.00 Sales Tax Included

Thank you,

Ken Linder

Ken Linder

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

Customer Copy

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

Federal Tax ID: 320181500

P/O#:	Cust State Tax ID:	Quote: 01008364
Taken By: Chad	Cust Fed Tax ID:	Date: 8/5/2026
Installer:	Ship Via:	Time: 03:32 PM
SalesRep: 02	Adv. Code:	
Bill To: 400613	Sold To: 400613	
MARTIN, MIKE 1302 FRANK STREET GALESBURG, IL 61401	MARTIN, MIKE 1302 FRANK STREET GALESBURG, IL 61401	

(309) 343-1404 Mobile: (309) 335-2727

Qty	Part Number	Description	List	Disc%	Sell	Total
1	MISC	EST ON 2ND FLOOR WINDOWS-FIXED	\$0.00	0.00	\$0.00	\$0.00
10	MISC	34 5/8" x 80" Black/White Vinyl 2-Fixed Windows Muller w/ Clear Glass	\$612.15	0.00	\$612.15	\$6,121.50
10	MISC	Panel, Glue, Screws, Disposal, & Misc Items	\$100.00	0.00	\$100.00	\$1,000.00
1	LABOR	LABOR TO REMOVE OLD & INSTALL NEW WINDOWS	\$3,000.00	0.00	\$3,000.00	\$3,000.00
1	MISC	DOES NOT INCLUDE NEW LUMBER, TRIM, OUTSIDE WRAP, OR LIFT RENTAL	\$0.00	0.00	\$0.00	\$0.00

QUOTE GOOD FOR 30 DAYS

THERE WILL BE A 3% FEE WHEN PAYING BY CREDIT CARD
AT 251 E MAIN ST

NET 30

Sub Total: \$10,121.50

Tax: \$640.94

Total: \$10,762.44

May 09, 2023

To: City of Galesburg

Proposal for Removal of Awnings/Window Wood Replacements

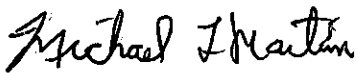
The old awnings need to be taken down. The windows that are covered with wood have become rotted which will need replaced. The painting Contractors bid does not cover this. I will replace and remove myself.

Awning removal and Disposal \$700.00

Remove and Replace Rotted Wood 8 Total \$2,250.00

Total Job Cost \$2,950.00

Authorized Signature

A handwritten signature in black ink that reads "Michael L Martin". The signature is written in a cursive, flowing style.

Michael L Martin

Martin Rentals