

Village of Lombard

*Village Hall
255 East Wilson Ave.
Lombard, IL 60148
villageoflombard.org*



Minutes

Monday, July 14, 2025

6:00 PM

Village Hall

Economic & Community Development Committee

*Brian LaVaque Chairperson
Jessie Hammersmith, Alternate Chairperson
Dennis McNicholas, Garrick Nielsen, Matthew Pike,
Paula Dillon, and Lindsay Brown
Staff Liaison: Trevor Dick*

1.0 Call to Order and Pledge of Allegiance

Chairperson Hammersmith called the meeting to order at 6:09pm.

Chairperson Hammersmith led the Pledge of Allegiance.

2.0 Roll Call

Present 5 - Jessica Hammersmith, Dennis McNicholas, Garrick Nielsen, Matthew Pike, and Lindsay Brown

Absent 2 - Brian LaVaque, and Paula Dillon

Also present: Trevor Dick, Director of Economic Development and Planning.

3.0 Public Participation

There was no Public Participation.

4.0 Approval of Minutes

Member Dennis McNicholas asked that the minutes from February 10, 2025 be updated. Page 2, replace : "McNicholas confirmed for the record that he does not have a conflict of interest with the owner/applicant."

To "McNicholas stated that he had a client that may or may not have an ownership in the business, therefore, he did not know if he had a conflict.

A motion was made by Member Pike, seconded by Member Brown, that the minutes be approved with the requested clarification.

Aye: 4 - Dennis McNicholas, Garrick Nielsen, Matthew Pike, and Lindsay Brown

Absent: 2 - Brian LaVaque, and Paula Dillon

5.0 Unfinished Business

There was no Unfinished Business.

6.0 New Business

[250233](#)

**10 W. St. Charles Road, (Soapy Roads of Lombard):
Consideration and recommendation to the Village Board for the following grant:**

1. A Downtown Retail Business Grant of \$17,440.29 for the proposed interior renovation and expansion.

On behalf of the Community Development Department, I'd like to present for your consideration an application for the Downtown Retail Business Grant for Soapy Roads located at 10 W. St. Charles Road.

The applicant, Brooke Bingaman is also here this evening.

Soapy Roads have been operating in a smaller space within the same building since 2024 and has signed a lease for additional space that began in May 2024.

The applicant is seeking to do interior renovations only such as demolition, plumbing, electric, and interior remodeling.

This grant request deviates from requests in the past in the following aspects.

Soapy Roads did not consult with SBDC regarding their submitted business plan, but they did however, participate in the SCORE mentor program two years ago before they opened their existing business. Staff recommends waiving this requirement as Soapy Roads is an established business, having been open since 2024. Construction is already underway. Soapy Roads was eager to begin work quickly, as they are currently paying rent on the new space and are targeting a September opening. To support their timeline and be business-friendly, staff provided a letter indicating support for the project. (A Copy of the Letter is included in the Attachments) While not a guarantee of final grant approval, the letter allowed Soapy Roads to proceed with construction at their own risk while the grant review process continued. They chose to begin work after securing the necessary permits.

Retail businesses who receive the Retail Business Grant dollars shall be subject to a lien on the property in an amount equal to their proportionate share of capital costs paid upfront by the Village for the following five (5) years. One-fifth (1/5) of the lien shall be forgiven for each full year that the business operates at the project location. If the space is legally occupied with a new tenant (retail or service), each remaining year(s) left on the lien shall be forgiven for each full year that the new business(es) remain open.

The applicant has submitted three bids for the proposed work and based on the lowest bid, the work already invoiced, and future estimates, the applicant is eligible to receive up to \$17,440.29. Due to

a combination of the current high construction costs and unforeseen conditions uncovered during the renovation of the historic building, the actual construction expenses have exceeded initial estimates.

The contractor, who submitted the lowest bid and has already commenced work, is facing higher costs than originally anticipated.

As a result, Staff is recommending that the 50% reimbursement for eligible costs be applied to the actual construction costs incurred, rather than the original bid amount, to more accurately reflect the scope and realities of the project.

Staff is supportive of the request for the following reasons:

The existing business is unique, and the expansion will support that business and our Downtown.

Consistent with the recommendations of the Lombard Downtown Revitalization Project Guidebook.

Consistent with past approval of other retail business grant requests.

Staff recommends that the ECDC recommend approval of the requested Downtown Retail Business Grant in the amount not to exceed of \$17,440.29 at 10 W. St. Charles Road. Staff also recommends that the following conditions be applied.

Permits shall be applied for and received. Any required inspections shall pass.

Work shall be complete one year from the date of approval by the ECDC.

Before the grant can be paid out, Soapy Roads shall submit a final receipt (showing the project is paid in full), waivers of lien from contractors, and an IRS W-9 form.

After the grant is paid, Soapy Roads shall display the Village window sign acknowledging they received a grant.

That concludes my presentation. Either myself, or Brooke are here to answer any questions that you may have.

No questions were asked by the ECDC.

A motion was made by Member Brown, seconded by Member Nielsen, that this grant be approved.

Aye: 4 - Dennis McNicholas, Garrick Nielsen, Matthew Pike, and Lindsay Brown

Absent: 2 - Brian LaVaque, and Paula Dillon

7.0 Other Business

There was no Other Business.

8.0 Information Only

There was no Information Only.

9.0 Adjournment

On a motion by Member Pike, and seconded by Member Nielsen, the meeting was adjourned at 6:25pm.