

NOTICE OF STANDING COMMITTEES

Scheduled for
Tuesday, June 27, 2017,
beginning at 7:30 p.m. in

Council Chambers
Village Hall of Tinley Park
16250 S. Oak Park Avenue
Tinley Park, Illinois

Finance Committee, *followed by*
Economic Development & Marketing Committee, *followed by*
Administration & Legal Committee

A copy of the agendas for these meetings is attached hereto.

Kristin A. Thirion
Clerk
Village of Tinley Park

**NOTICE OF MEETING OF THE
ECONOMIC DEVELOPMENT AND MARKETING COMMITTEE**

Notice is hereby given that a meeting of the Economic Development and Marketing Committee of the Village of Tinley Park, Cook and Will Counties, Illinois, will begin at 7:30 p.m. on Tuesday, June 27, 2017, in the Council Chambers at the Village Hall of Tinley Park, 16250 S. Oak Park Avenue, Tinley Park, Illinois.

The agenda is as follows:

1. OPEN THE MEETING.
2. CONSIDER THE APPROVAL OF THE MINUTES OF THE ECONOMIC DEVELOPMENT AND MARKETING COMMITTEE MEETING HELD ON MAY 23, 2017.
3. DISCUSS ADDING ONE (1) CLASS AV LIQUOR/VIDEO LICENSE AND ONE (1) EV LIQUOR/VIDEO LICENSE TO FRATELLO'S DELI & CATERING WITH TWO (2) LOCATIONS AT 7101 183RD STREET AND 17823 80TH AVENUE.
4. DISCUSS SURFACE SHIELD PROPERTY TAX ABATEMENT.
5. DISCUSS 6B INCENTIVE – SAMBOR STONE, 17620 DUVAN DRIVE.
6. DISCUSS APPROVAL OF LAKOTA GROUP FOR DOWNTOWN PLAZA PLAN.
7. RECEIVE BRANDING UPDATE AND STYLE GUIDE REVIEW.
8. DISCUSS RESCHEDULING JULY 25, 2017 COMMITTEE MEETINGS.
9. RECEIVE COMMENTS FROM THE PUBLIC.

ADJOURNMENT

KRISTIN A. THIRION
VILLAGE CLERK

MINUTES

Economic Development & Marketing Committee Meeting
May 23, 2017– 7:30 P.M.
Council Chambers at
Tinley Park Village Hall
16250 S. Oak Park Ave.
Tinley Park, IL 60477

Members Present: C. Berg, Chairman
M. Pannitto, Village Trustee
M. Mangin, Village Trustee

Other Board Members Present: M. Glotz, Trustee
K. Thirion, Village Clerk

Absent:

Staff Present: D. Niemeyer, Village Manager
B. Bettenhausen, Village Treasurer
P. Connelly, Village Attorney
P. Hoban, Economic Development Manager
S. Kisler, Planner I
D. Framke, Marketing Manager
G. Horan, Human
L. Godette, Deputy Clerk
L. Valley, Executive Secretary
B. Bennett, Commission Secretary

Item #1 – The meeting of the Economic Development and Marketing Committee Meeting was called to order at 8:06 p.m.

Item #2 – REVIEW THE COMMITTEE’S ASSIGNED RESPONSIBILITIES UNDER ORDINANCE

2017-0-040 - Chairman Berg gave a summary of the functions of the Economic Development & Marketing Committee. Trustee Berg noted that she would be meeting with Attorney Connelly and Marketing Director, Donna Framke to go over current items

Item #3 – DISCUSS APPROVAL OF LAKOTA GROUP OF DOWNTOWN PLAN – Village Manager Dave Niemeyer stated one of the items of the Branding Plan developed last year by Roger Brooks was a Business, Programming and Marketing Action Plan for Downtown Tinley Plaza. Brooks and another consultant, the Lakota Group, submitted RFQ’s. The Branding Leadership Team Marketing Subcommittee interviewed both firms.

The staff recommendation was to hire Lakota Group because they have significant experience in downtown development in the Chicago Area, including Homewood, Evanston and Highland Park.

Lakota gave a proposal, and was asked to rework it and develop a more aggressive timetable. The cost of the proposal is \$79,965. The Lakota Group will help to refine the Plaza site. They will look at the Plaza to see how it is developing with some of the development proposals for South Street, North Street and

the other downtown areas. When it is complete there will be an open house to present it. The study is expected to be completed in four to five months. If this Committee recommends it, this will go to the Board for approval on June 6.

Chairman Berg asked about the hourly rate. Mr. Niemeyer replied he would give Chairman Berg a copy of the proposal. She also asked what the budget is for this project. Mr. Niemeyer replied the budget is \$85,000.

Scott Fereres of the Lakota Group replied that the rates range between \$110.00 to 250.00. He gave a presentation on the plan for the study.

Trustee Pannitto asked about Mr. Fereres background in Landscaping. Mr. Pannitto asked for copies of contracts of previous work done in other communities.

Trustee Mangin noted he has seen many of these projects and was very impressed with the work.

Chairman Berg stated she would like to defer this to the next Committee Meeting.

Motion was made by Trustee Berg, seconded by Trustee Mangin to postpone this recommendation to the next Economic Development and Marketing Committee Meeting.

ROLL CALL:

Ayes: Trustee Mangin, Trustee Pannitto, Chairman Berg

Nays: None

Chairman Berg declared the motion approved

Item #9 – RECEIVE COMMENTS FROM THE PUBLIC –

Resident #1 congratulated the new Committee Members. Were there 5 bids originally? Will there be any public input regarding the Plaza? I can find a fountain in Wisconsin that will be unable to be knocked down. We want the new fountain incorporated. Put a survey out there. Can you put the Lakota document on the web site?

ADJOURNMENT – Motion was made by Trustee Pannitto, seconded by Trustee Mangin to adjourn the meeting of the Economic Development and Marketing Committee. Vote by Voice. Chairman Berg declared the motion carried and adjourned the meeting at 8:22 p.m.

bb

cc: Village Board
Village Manager
Assistant Village Manager
Village Treasurer
Deputy Village Clerk

MEMORANDUM



To: David Niemeyer; Economic Development Committee *DM*

From: Jacob Vandenberg; Rob Zimmer

Cc:

Date: 5/17/2017

Re: Fratello's Deli & Catering

All,

Marco Caso of Fratello's Deli & Catering has approached the mayor's office and Patrick Hoban of the Economic Development Department about bringing two new businesses to Tinley Park.

One would be a deli with grocery sales as well and the other location would be a full service restaurant. In order for his business model to work Mr. Caso has expressed interest in receiving a video gaming license to accompany both locations.

The deli would be going in at 7101 183rd St and the Full Restaurant would be going in 17823 80th Ave. The deli would be pursuing an EV liquor license and the full restaurant would be pursuing an AV liquor license.

The location in which the restaurant would be occupying (17823 80th Ave) has had a video gaming license in the past when it was under previous ownership. Currently both locations in which Fratello's is interested in moving into are sitting vacant.

While video gaming would not be the main purpose of these two locations the owner has expressed interest that in order for his business to be viable he needs these video gaming licenses to make it worth investing the remodel money needed to bring both locations up to code.

Fratello's Deli & Catering

Fratello's
18201 S. Dixie Highway
Homewood, IL 60430
708-220-7826
708-221-6146 (fax)
[Marco caso@hotmail.com](mailto:Marco_caso@hotmail.com)

Owners: Marco Caso, Adriano Martino

Table of Contents

I.	Table of Contents.....	2
II.	Executive Summary	3
III.	General Company Description	3
IV.	Products and Services	4
V.	Marketing Plan	6
VI.	Promotions.....	8
VII.	Operational Plan	Error! Bookmark not defined.
VIII.	Start-Up Expenses / Capital Equipment	Error! Bookmark not defined.
IX.	Build-out expenses.....	10
X.	TIF	14

II. Executive Summary

Fratello's vision is a hybrid of many things. It is a neighborhood place where you can have a great lunch unlike any franchise or large chain stores. It is a place where you can purchase food to eat on the spot, bring it home and order for catering, etc.

A full Italian deli with imported lunch meat, cheese, olives, etc will be available along with many everyday grocery items.

Conveniences like wi-fi, grab-n-go items and some retail items will also be available.

The dining area will have hi-top tables, tall stools with backs, a padded booth style seating covering the back wall and seating for 25.

Italian gelato, coffee, espresso, Italian merchandise, magazines will be made for sale.

III. General Company Description

Fratello's main goal is to serve our customers on a case by case basis. We hope to serve guests that need catering for their special family events but also for their corporate luncheon. We will cater to each dining customer and each customer that is buying items on an individual basis providing the best customer service experience possible.

Company Goals and Objectives: We want our business known as a "first name" basis type place where you are treated like family. Our objectives will be evaluated constantly based on feedback, sales, demand, etc.

Our business philosophy is to provide great service, be more than a niche market and provide a level of catering that no one else in the area has at this time.

Our products will be marketed mainly to corporate settings. We will be providing coupons, newsletters, taste tests and incentives to our local businesses to help grow awareness and our lunch business.

Our secondary market is both dine-in business and deli/grocery business which can be advertised thru mainstream marketing.

This is a growth industry. People are cooking less but want to provide fresh ready to go meals whenever they need to. We will have rotating entrée options for customers and in various sized containers.

Our company strengths are our people and our recipes. We work extremely hard to provide the best possible experience for our customers. We are also considered by many to be a value. Our recipes are full of freshness, flavor and lack on preservatives and cover-ups.

We operate our business as a Corp, class S.

IV. Products and Services

Our products and services are many. Our catering menu is in Microsoft Word (attached) and will be uploaded to our website in the near future. <http://www.fratelloscatering.com/>

We also have approximately 15 day cares and schools that we provide breakfast, lunch and dinner to 5 days a week. Most of these are year round.

Competitive advantages include our networking and our reputation in the surrounding neighborhood. We have been in the restaurant business for more than 20 years and in the Southwest Suburbs since 2001.

V. Marketing Plan

Market research

As mentioned, we have been in this general area for some time. This will hopefully be our 4th business in the past 10 years in this area so we feel like we know a little bit about the town, expectations, demographics, etc. We also feel good about powerhouses like Starbucks, Aurelio's and many more widely know establishments setting up camp not too far from us. In some respects, we are using their market researchers to help us make our decision easier.

Our research of the business model is a lot more specific. We have visited many delis, eateries, been customers, asked questions, etc.

Economics

Facts about our industry are not necessarily documented. There are "Italian deli's and grocery stores" and of course, there are too many "Italian eateries" to mention. With that said, one location that does both is few and far between. We recently visited an establishment in Bridgeport, Il that emphasizes a little bit of what we want to do. Gio's can be viewed at this website. <http://gioscafe.com/>

We have already branded ourselves quickly, created a market and provided the best service and product so that others will not be tempted to move in to take market share from us.

Demand for ready to go, delicious homemade meals is higher than it has ever been. Consumer's preferences have been driven by a busy lifestyle that the adults and children are both a part of.

Barriers to enter this market are higher food costs due to the fresh business model and imported items. Inventory is fairly specific and cannot always be preserved as long as needed. We have proven for more than a decade that our product and services have always been well received and more than any major barriers that might be present.

Customers

Our target customers are children (pizza slices, gelato, subs), adults (dine in), stay at home parent (grocery, meals, quick stop), business (catering for all appetites and sizes), commuters (getting off the train, coffee, take home meals).

Competitive advantages and disadvantages

Our advantages are our knowledge of this market, the uniqueness of our products, our value. Disadvantages are cash flow and potential downtrends in the market, potentially seasonal activity may sometimes hinder our ability to advertise as much as we would need to.

We are very agile and flexible. We quickly adapt to feedback and what the market needs are.

VI. Promotions

There are many avenues to provide the advertising needed. We have found that spending the most money doesn't always mean the most sales.

- We have 3 other facilities we could advertise this location at.
- Social media including Face book, Twitter, flickr, our own website
- Online ordering, business cards, search enhanced recognition keywords
- Free samples of specific items sent to many business' in the area
- MagPac is a direct mailer that gives us a 12% return
- Door to door marketing by the owners handing out menus, samples, etc
- Neighborhood fests, if they make sense
- Marketing thru our POS system to identify first time and repeat customers

Promotional Budget

We will spend as needed. Many promotions nowadays can be done for less than in years past. We will quickly determine if more is needed and how much. Our website will be the center of promotion.

Pricing

We believe in a "cost-plus" pricing model. Once all our tangible costs are identified, we add projected profit to that number. Operationally, this is the only way we can operate and make a profit.

VII. Operational Plan

One or both of the owners will be the primary operators of Fratello's but will also have a lead cook, a manager, a prep cook and two part time employees that will more than likely work the front of the house.

Business hours

Monday thru Saturday – 10am – 9pm

Sundays – 10am – 6pm

Legal Environment

Any permits, licenses, etc does not appear to be an issue.

Suppliers

Key suppliers are US Foods, Gonella bread, Zarlengo's, Coca Cola, Greco's

Cash / Credit Policies

We will accept cash, credit and debit.

Will extend 30 days same as cash invoicing to local business for catering orders.

VIII. Startup Expenses and Capitalization

Capital and Equipment

QUOTATION

QTY	DESCRIPTION	AMOUNT
1	62" S/S WORKTABLE	\$ 165.00
1	3-COMPARTMENT SINK	\$ 600.00
	8' OPEN AIR MERCHANDISING	\$2,200.00
	COOLER	\$3,500.00
1	18"-32" ELECTRIC CONVEYOR OVEN BELT	\$2,900.00- \$5,000.00
1	24" GRIDDLE	\$ 600.00- \$ 800.00
1	24" CHAR BROILER	\$ 500.00- \$ 800.00
1	PANINNI GRILL	\$ 350.00- \$ 600.00
1	36" S/S WORKTABLE	\$ 120.00
1	6-BURNER RANGE	\$ 900.00
1	DEEP FRYER ON CASTERS	\$ 550.00
1	DEEP FRYER W/ AUTO LIFTS HIGH RECOVERY	\$1,200.00- \$1,600.00
1	WIRE SHELVING, 4' SECTION, 4-TIER ON CASTERS	\$ 69.00
1	12' DELI DISPLAY CASE	\$3,000.00- \$3,500.00
1	3' HOT DELI CASE	\$2,200.00

1	6' OPEN AIR PRODUCE COOLER	\$2,600.00-
		\$3,200.00
1	3-DOOR GLASS MERCHANDISER FREEZER (6' EACH)	\$3,200.00- \$3,900.00
1	5' GELATO DIPPING CABINET	\$1,600.00-
		\$2,900.00
1	62" S/S WORKTABLE	\$ 165.00
1	ESPRESSO MACHINE 1-POD	\$ 800.00- \$1,500.00
	2-PODS	\$2,500.00-
		\$5,000.00
1	FRESH JUICE MACHINE	\$ 900.00-
		\$2,300.00
1	60" S/S WORKTABLE	\$ 160.00
1	HOBART 20 QT MIXER W/ ATTACHMENTS	\$2,400.00
1	PELICAN ATTACHMENTS	\$ 280.00-
		\$ 350.00
1	MEAT GRINDER	\$ 190.00
1	26" REFRIGERATED SANDWICH PREP TABLE	\$ 800.00
1	24" S/S WORKTABLE	\$ 100.00
1	4-COMPARTMENT STEAMTABLE	\$ 500.00-
		\$ 800.00
1	60" PIZZA PREP	\$2,000.00-
		\$2,900.00
1	6'X10' WALK-IN FREEZER	\$3,500.00
1	8'X10' WALK-IN COOLER	\$3,500.00
1	12'X10' WALK-IN COMBO	\$6,000.00-

	FREEZER/COOLER	\$8,000.00
1	6'X15' WALK-IN COOLER W/ 4-GLASS (SWING) DOORS (8')	\$5,000.00
1	6'X10' WALK-IN FREEZER W/ 2-GLASS DOORS	\$4,500.00
1	DELI MEAT/CHEESE SLICERS HEAVY DUTY AUTOMATIC	\$1,800.00- \$2,400.00/ EACH

IX. Projected Build-out Costs

\$14,000 towards plumbing

Much of the plumbing that is there needs to be capped which will cost us before we even get started. There are a lot of areas where water is now that we will not use. We will need plumbing, water lines, floor drains, hand sinks, three compartment sinks, water by an ice cream/coffee area.

Sprinkler/fire system will need to be upgraded and/or moved.

Electrical - \$16,500

220 needs to be installed for a couple of items. Many outlets need to be added and/or moved around. Circuit breakers will need to be added. Wall outlet for TVs.

Gas, exhaust fans - \$19,500

Exhaust fans will need to be installed in the kitchen. Gas connection is there but needs to be moved.

General Carpentry - \$21,000

Doors, general items, backsplash, FRP board in kitchen area (restaurant compliant), fire retardant ceiling tiles, framing, etc

Security system - \$3,500

Needs to be investigated.

\$2,500 towards demolition

Dumpster cost alone will be around \$700. We will need to cap off a lot of electrical and some plumbing during this process and not knock out ceiling tiles that might otherwise be useful.

\$4,000 - interior/exterior lighting

Energy star fluorescent in the kitchen and service areas. Some auxiliary lighting on the customer areas. Outdoor lighting will including lights over canopies. Lights will have timers, etc.

\$15,000 for retail enhancement program

Outdoor signage, etc

\$3,000 for paint

Not looking for anything fancy. Estimating \$1,000 just in paint cost.

\$16,500 for carpet/tile

We are estimating the tile, perhaps pergo will be approximately \$5 per square foot, including installation. As the unit is nearly 2,500 sq feet, this is a pretty big cost. If we can work with the tile that is in the kitchen area, it will save us a few bucks.

Professional design/architect - \$8,500

Will help design and draw the space.

Many additional items will need to be taken care of such as retail merchandising, counters, countertops, equipment, small wares, appliances, coolers, freezers, prep tables, slicers, shelving in the kitchen and in the retail area, computer systems and cash registers, credit card terminals, phone system, decor, dining area seating, website, etc - These items are significant and will fall under our area.

X. TIF Related Incentives, via Village of Tinley Park, IL

Researching - The Village of Tinley Park.



Memorandum

Economic Development

Date: June 27, 2017

To: Trustee Berg and the Economic Development and Marketing Committee

Cc: Mayor Vandenberg, Village Board of Trustees, Village Manager Niemeyer

From: Patrick Hoban, Economic Development Manager

Re: Surface Shield Property Tax Abatement

Project:

Orland Park, Illinois' Surface Shields is interested in relocating its manufacturing and distribution operations to Tinley Park's soon to be vacant 8451 West 183rd Place. Surface Shield plans to invest \$100,000 in to the 101,085 square foot warehouse. Surface Shield will also invest over \$600,000 in machinery and equipment.

Surface Shields will relocate fifty five (55) existing employees and provide up to thirty five (35) new job opportunities within thirty six (36) months.

Surface Shields produces and distributes an expansive product line of surface protection, dust containment and adhesive tape products. Customers include large distributors and retail stores. The relocation to a larger facility that will allow the company to expand current production and bring in new equipment to carry out processes that third parties are currently conducting.

Request:

Surface Shields is requesting a four year 50% property tax abatement. The Tinley Park Incentive Policy allows a Will County property tax abatement for projects that meet Will County criteria. "But for . . ." the property tax abatement Surface Shields would be unable to make the acquisition of the property feasible. Surface Shields is also considering a site in Alsip, IL and Munster, IN.

Incentive Policy Checklist:

1. The project meets the job creation incentive exceeding the 25 required per the Economic Development Incentive Policy.
2. The project meets the high economic multiplier industry requirement, such as manufacturing, research and development or healthcare.
3. Project will result in the attraction of a National Headquarters.

Benefits:

The project provides several benefits to the Village:

- Attracts high economic multiplier manufacturing jobs to Village.
- Avoids Will County vacancy assessment.
- Homecoming of a business that started in Tinley Park.

Staff Recommendation:

Approval of incentive agreement by Village Board on July 11th.





Memorandum

Community Development

Date: June 27, 2017

To: Trustee Berg and the Economic Development and Marketing Committee

Cc: Mayor Vandenberg, Village Board of Trustees, Village Manager Niemeyer

From: Patrick Hoban, Economic Development Manager

Re: Discuss 6b Incentive Sambor Stone

Project:

Alsip, Illinois' Sambor Stone Ltd. ("Sambor") is interested in relocating its fabrication operations to Tinley Park's 17620 Duvan Drive which has been vacant for 36 months. Sambor plans to perform over \$500,000 of rehabilitation to the 48,826 square foot two story brick warehouse currently receiving a reduced vacancy assessment. Sambor will also invest over \$400,000 in machinery and equipment.

Sambor is contemplating the relocation of five (5) to ten (10) existing employees and hire up to five (5) to ten (10) new full-time job opportunities within thirty six (36) months.

Sambor has been in business since 2008 and is engaged in the fabrication of marble and granite for countertops, flooring, paving, carving fountains and ornaments. Sambor's customers are mainly hotels and resorts.

Request:

Sambor is requesting a Class 6b incentive. Cook County provides an incentive program to allow the reclassification of industrial property to effectively lower their tax. The Duvan Drive Industrial Park has been designated as eligible for Class 6b reclassification based on studies performed in the past and approved by the Village and Cook County. "But for . . ." the reclassification extension to a Class 6b, which will provide a 60% savings on industrial property taxes for 10 more years, Sambor would be unable to make the acquisition of the property feasible. High property taxes are a primary reason Class 6b incentives are granted and the inherent competition with Will County and Indiana.

Incentive Policy Checklist:

The following statements are consistent with the Village or Tinley Park's incentive policy.

1. The developer will file the Cook County forms; plans to be the long term owner/investor; plans to comply with Village and County obligations of the Class 6b.
2. Increased property assessed value and taxes will be generated for both the Village and all other taxing bodies, even with the Class 6b.
3. The location of the building is desirable to the community and enhances the value of adjoining developable land.
4. The project will not create a burden and will effectively utilize existing Village infrastructure.

5. The Class 6b property tax reclassification makes the industrial property marketable and competitive.
6. The project meets the Targeted Development area guideline in the approved Incentive Policy.

Benefits:

The assessed value will move from the vacancy rate assessment of \$47,403 to the occupied assessment (with a 6b) of \$60,630. The project will also be an enhancement to the Village by attracting a manufacturing employer and encouraging the rehabilitation of an industrial building in Tinley Park's Duvan Drive Industrial Park, a planned location for industrial companies in the Village.

Staff Recommendation:

Staff is recommending approval to the Village Board at their July 11th meeting.



June 20, 2017

www.muchshelist.com

DIRECT DIAL:
312.521.2404
sdavid@muchshelist.com

VIA E-MAIL AND FEDERAL EXPRESS

Mr. Patrick Hoban, CEcD,EDFP
Economic Development Manager
The Village of Tinley Park
16250 South Oak Park Drive
Tinley Park, Illinois 60477

Re: Class 6b Incentive Request for the property located at 17620 Duvan Drive, Tinley Park, Illinois (the "**Property**")
Permanent Index No. : 27-36-204-006-0000

Dear Mr. Hoban:

We represent Sambor Stone Ltd. ("Sambor"). Sambor is currently located in Alsip, Illinois and would like to relocate its business to Tinley Park. Sambor is under contract to purchase the Property. Sambor's obligation to purchase the Property is expressly conditional on the Property being granted a resolution or ordinance from the Village of Tinley Park in support of a Class 6b Incentive.

Sambor has been in business since 2008 and is engaged in the fabrication of marble and granite for countertops, flooring, paving, carving, fountains and ornaments. Sambor's customers are mainly hotels and resorts. Sambor currently employs 13 employees at its Alsip location. Sambor plans to relocate its fabrication operations to Tinley Park and retain the Alsip facility, for the immediate future, as a showroom. It is contemplated that upon the acquisition of the Property, Sambor will relocate 5-10 existing employees to Tinley Park and hire to up to five (5) to ten (10) new full-time job opportunities within the thirty-six (36) months.

The Property site consists of approximately 48,826 square feet and is improved with a 40 year old partial two story brick warehouse building containing approximately 19,550 square feet. The Property was last occupied by Peoria Manufacturing and has been vacant for more than 36 months. The building roof, equipment and systems all appear to be original and thus are well beyond their useful life. Moreover, because the building has been vacant and neglected for so long, further deterioration has occurred.

Sambor plans to perform substantial rehabilitation of the Property. The work will include the following: a new roof and gutters (approximately \$100,000); foundation, windows, lintels, brick repair/replacement (approximately \$100,000); new warehouse heating units (\$45,000-\$60,000); and a new HVAC system (approximately \$25,000); and repair of men's

M U C H S H E L I S T

Mr. Patrick Hoban, CEcD, EDPF
Economic Development Manager
June 20, 2017
Page 2

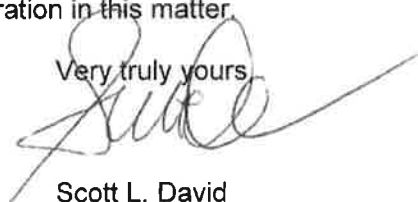
bathroom/locker room (\$10,000). In addition, the property will need a new asphalt drive and parking area, landscaping Sambor anticipates that the cost of the work to completely rehab the Property will exceed \$500,000. In addition, Sambor will invest in new equipment, specifically, a Dimension C & C machine that will not fit in its existing facility. The cost of this machine alone is \$400,000.

The proposed 2016 assessment of 151,574 was reduced to 47,403 as a result of the appeal based on the total vacancy of the Property.

Sambor will require a Class 6b Tax Incentive in order to make the acquisition of the Property feasible. A tax incentive will allow Sambor to pay less in real estate taxes and allocate the tax savings to rehabbing the Property, its business expansion, equipment purchases and further local job opportunities.

I am enclosing a copy of the Class 6b Eligibility Application for your review. Please let me know if you need any other materials or information in order to proceed. Thank you in advance for your assistance and cooperation in this matter.

Very truly yours,



Scott L. David

SLD:cli
Enclosures

cc: Jonathon Sambor

COOK COUNTY ASSESSOR
JOSEPH BERRIOS



COOK COUNTY ASSESSOR'S OFFICE
118 NORTH CLARK STREET, CHICAGO, IL 60602
PHONE: 312.443.7550 FAX: 312.603.6584
WWW.COOKCOUNTYASSESSOR.COM

CLASS 6B
ELIGIBILITY APPLICATION

Carefully review the Class 6B Eligibility Bulletin before completing this Application. For assistance, please contact the Assessor's Office, Development Incentives Department (312) 603-7529. This application, **a filing fee of \$500.00**, and supporting documentation (*except drawings and surveys*) must be filed as follows:

This application must be filed **PRIOR TO** the commencement of New Construction or **PRIOR TO** the commencement of Substantial Rehabilitation Activities or **PRIOR TO** the commencement of Reoccupation of Abandoned Property.

Applicant Information

Name: Sambor Stone Ltd Telephone: (708) 774-8989
Address: 5901 W. 115th Street
City: Alsip State: IL Zip Code: 60803

Contact Person (if different than the Applicant)

Name: Scott L. David Telephone: (312) 521-2404
Address: c/o Much Shelist, P.C., 191 N. Wacker Drive, Suite 1800
City: Chicago State: IL Zip Code: 60606
Email: sdavid@muchshelist.com

Property Description (per PIN)

If you are applying for more than three different PINs, please submit the additional PIN information in an attachment.

Street Address: (1) 17620 Duvan Drive
Permanent Real Estate Index Number: 27-36-204-006-0000
(2) _____
Permanent Real Estate Index Number: _____
(3) _____
Permanent Real Estate Index Number: _____
City: Tinley Park State: IL Zip Code: 60477
Township: Orland Existing Class: 5-93

Attach legal description, site dimensions and square footage and building dimensions and square footage.

Identification of Person Having an Interest in the Property

Attach a complete list of all owners, developers, occupants and other interested parties (*including all beneficial owners of a land trust*) identified by names and addresses, and the nature and extent of their interest. Jonathon Sambor-Sole Owner, 5901 W. 115th Street, Alsip, IL 60803

Industrial Use

Attach a detail description of the precise nature and extent of the intended use of the subject property, specifying in the case of the multiple uses the relative percentages of each use.

Include copies of materials, which explain the occupant's business, including corporate letterhead, brochures, advertising material, leases, photographs, etc.

Nature of Development

Indicate nature of proposed development by checking the appropriate space:

- ☐ New Construction (**Read and Complete Section A**)
- ☐ Substantial Rehabilitation (**Read and Complete Section A**)
Incentive only applied to the market value attributable to the rehabilitation
- ☒ Occupation of Abandoned Property - No Special Circumstance
(**Read and Complete Section B**)
- ☐ Occupation of Abandoned Property - With Special Circumstance
(**Read and Complete Section C**)
- ☐ Occupation of Abandoned Property - (TEERM Supplemental Application)
(**Read and Complete Section C**)

SECTION A (NEW CONSTRUCTION/SUBSTANTIAL REHABILITATION)

If the proposed development consists of *New Construction* or *Substantial Rehabilitation*, provide the following information:

Estimated date of construction commencement (*excluding demolition, if any*): _____

Estimated date of construction completion: _____

Attach copies of the following:

1. Specific description of the proposed *New Construction* or *Substantial Rehabilitation*
2. Current Plat of Survey for subject property
3. 1st floor plan or schematic drawings
4. Building permits, wrecking permits and occupancy permits (*including date of issuance*)
5. Complete description of the cost and extent of the *Substantial Rehabilitation* or *New Construction* (*including such items as contracts, itemized statements of all direct and indirect costs, contractor's affidavits, etc*)

SECTION B (ABANDONED PROPERTY WITH NO SPECIAL CIRCUMSTANCE)

If the proposed development consists of the reoccupation of abandoned property, purchased for value, complete (1) and (2) below:

1. Was the subject property vacant and unused for at least 24 continuous months prior to the purchase for value?

☐ YES ☐ NO

X

When and by whom was the subject property last occupied prior to the purchase for value?

Peoria Manufacturing 2014

Attach copies of the following documents:

- (a) Sworn statements from person having personal knowledge attesting to the fact and the duration of vacancy and abandonment
- (b) Information (*such as statements of utility companies*) which demonstrate that the property was vacant and unused and indicate duration of such vacancy

2. Application must be made to the Assessor prior to occupation:

Estimated date of reoccupation:	<u>Late 2017</u>
Date of Purchase:	<u></u>
Name of purchaser:	<u>Jonathon Sambor</u>
Name of seller:	<u>Anne Keefe</u>
Relationship of purchaser to seller:	<u>None</u>

Attach copies of the following documents:

- (a) Sale Contract
- (b) Closing Statement
- (c) Recorded Deed
- (d) Assignment of Beneficial Interest
- (e) Real Estate Transfer Declaration

SECTION C (SPECIAL CIRCUMSTANCES)

If the applicant is seeking special circumstances to establish that the property was abandoned for purposes of the Incentive where there was a **purchase for value**, but the period of **abandonment prior to purchase was less than 24 months**, complete section (1).

If the applicant is seeking special circumstances to establish that the property was abandoned for purposes of the Incentive where there was **no purchase for value**, but the period of **abandonment prior to the application 24 continuous months or greater**, complete section (2).

If the applicant is seeking special circumstances to establish that the property was abandoned for purposes of the Incentive where there was **no purchase for value**, but the period of **abandonment prior to the application was greater than 12 continuous months and less than 24 continuous month**, complete section (2) and the **TEERM Supplemental Application**.

1. How long was the period of abandonment prior to the purchase for value? _____

When and by whom was the subject property last occupied prior to the purchase for value?

Attach copies of the following documents:

- (a) Sworn statements from persons having personal knowledge attesting to the fact and the duration of the vacancy and abandonment
- (b) Information *(such as statements of utility companies)* which demonstrate that the property was vacant and unused and indicate duration of vacancy
- (c) Include the finding of special circumstances supporting "abandonment" as determined by the municipality, or the County Board, if located in an unincorporated area. *Also include the ordinance or resolution from the Board of Commissioners of Cook County stating its approval for less than 24-month abandonment period.*

Application must be made to the Assessor prior to the commencement of reoccupation of the abandoned property.

Estimated date of Reoccupation: _____
Date of purchase: _____
Name of purchaser: _____
Name of seller: _____
Relationship of purchaser to seller: _____

Attach copies of the following documents:

- (a) Sale Contract
- (b) Closing Statement
- (c) Recorded Deed
- (d) Assignment of Beneficial Interest
- (e) Real Estate Transfer Declaration

2. How long has the subject property been unused?

- ☐ 24 or greater continuous months (*Eligible for Special Circumstance*)
- ☐ 12 continuous months but less than 24 continuous months (*Eligible for Special Circumstance under TEERM*) - **Complete TEERM Supplemental Application**
- ☐ Less than 12 continuous months (*Not Eligible for Special Circumstance*)

When and by whom was the subject property last occupied prior to the filing of this application?

Attach copies of the following documents:

- (a) Sworn statements from persons having personal knowledge attesting to the fact and the duration of the vacancy and abandonment
- (b) Information (*such as statements of utility companies*) which demonstrate that the property was vacant and unused and indicate duration of vacancy
- (c) Include the finding of special circumstances supporting "abandonment" as determined by the municipality, or the County Board, if located in an unincorporated area. Also include the ordinance or resolution from the Board of Commissioners of Cook County stating its approval for lack of a purchase for value.

Application must be made to Assessor prior to the commencement of reoccupation of the abandoned property.

Estimated date of reoccupation: _____

TEERM SUPPLEMENTAL APPLICATION

(This form will ONLY be utilized for applicants who specifically elect for TEERM)

This supplemental eligibility application is for properties that have been abandoned (due to special circumstances) for at least 12 continuous months and less than 24 continuous months with no purchase taking place.

*Under the **TEERM** Program, qualifying industrial real estate would be eligible for the Class 6B level of assessment from the date of substantial re-occupancy of the abandoned property. Properties receiving Class 6B will be assessed at 10% of market value for the first 10 years, 15% in the 11th year and 20% in the 12th year. **The terms of this program are Not Renewable.***

No applications will be taken after November 30, 2018.

I _____ applicant/representative hereby specifically elect to submit this **Supplemental Application** for the **TEERM** program.

Further affiant sayeth not.

Agent's Signature

Agent's Name & Title

Agent's Mailing Address

Agent's Telephone Number

Applicant's Name

Applicant's Mailing Address

Applicant's e-mail address

Subscribed and sworn before me this _____ day of _____, 20 _____

Signature of Notary Public

EMPLOYMENT OPPORTUNITIES

How many construction jobs will be created as a result of this development? 25-30

How many new permanent full-time and part-time employees do you now employ in Cook County?

Full-time: 13 Part-time:

How many new permanent full-time jobs will be created as a result of this proposed development?

10

How many new permanent full-time jobs will be created as a result of this proposed development?

LOCAL APPROVAL

A certified copy of a resolution or ordinance from the municipality in which the real estate is located (or the County Board, if the real estate is located in an unincorporated area) should accompany this Application. *The ordinance or resolution must expressly state that the municipality supports and consents to this Class 6B Application and that it finds Class 6B necessary for development to occur on the subject property.* If a resolution is unavailable at the time the application is filed, a letter from the municipality or the County Board, as the case may be, stating that a resolution or ordinance supporting the incentive has been requested may be filed with this application instead. If the applicant is seeking to apply based on the reoccupation of abandoned property and will be seeking a finding of "special circumstances" from the municipality, in addition to obtaining a letter from the municipality confirming that a resolution or ordinance supporting the incentive has been requested, the applicant must file a letter from the County Board confirming that a resolution validating a municipal finding of special circumstances has been requested. If, at a later date, the municipality or the County Board denies the applicant's request for a resolution or ordinance, the applicant will be deemed ineligible for the Class 6B incentive, whether or not construction has begun. In all circumstances, the resolution must be submitted by the time the applicant files an "Incentive Appeal".

I, the undersigned, certify that I have read this Application and that the statements set forth in this Application and in the attachments hereto are true and correct, except as those matters stated to be on information and belief and as to such matters the undersigned certifies that he/she believes the same to be true.

Signature

Date

Jonathon Sambor

Print Name

Title

10/4/13

INCENTIVES CLASS LIVING WAGE ORDINANCE AFFIDAVIT

Jonathon Sambor as agent for the applicant set forth below, who is seeking a classification incentive as referenced below, I do hereby state under oath as follows:

1. As the agent for the applicant set forth below, I have personal knowledge as to the facts stated herein.
2. The property identified by PIN(s) with commonly known address(es), listed in Exhibit A attached and herein incorporated, are/is the subject of a pending application/renewal (*circle as appropriate*) for one of the following development incentives provided by the Code of Ordinances of Cook County, Chapter 74, Article II, Division 2, The Cook County Real Property Assessment Classification Ordinance, Sec.74-60 et seq., as amended:

☒ Class 6B ☐ Class 8 (*Industrial property*) ☐ Class 9

3. I have reviewed the Code of Ordinances of Cook County, Chapter 34, Article IV, Division 1 and The Cook County Living Wage Ordinance, Sec. 34-127 et seq., as amended (*the "Ordinance"*), and certify that the applicant is in compliance with the above referenced Cook County Living Wage Ordinance, due to one of the following options (*check as appropriate*):

☒ Applicant is currently paying a living wage to its employees, as defined in the Ordinance.

OR

☐ Applicant is not required to pay a living wage, pursuant to the Ordinance.

Further affiant sayeth not.

Agent's Signature

5901 W. 115th

Agent's Mailing Address

Sambor Stone Ltd.

Applicant's Name

Jonathon.sambor@samborstoneitd.com

Applicant's e-mail address

Jonathon Sambor, President

Agent's Name & Title

708-774-8989

Agent's Telephone Number

Alsip, Illinois 60803

Applicant's Mailing Address

Subscribed and sworn before me this _____ day of _____, 20 _____

Signature of Notary Public

EXHIBIT A

(Please type or Print)

PIN(s)

Common Address

27-36-204-006-0000

17620 Duvan Drive

Tinley Park, Illinois 60477

MEMORANDUM



To: Economic Development and Marketing Committee

From: David Niemeyer, Village Manager *DN*

cc: Village Board
Pat Carr, Interim Assistant Village Manager
Donna Framke, Marketing Director
Paula Wallrich, Interim Community Development Director
Stephanie Kisler, Planning Department

Date: June 23, 2017

Re: Lakota Group approval for Downtown Plaza Plan

At the last Economic Development and Marketing Committee meeting, the Committee discussed hiring the Lakota Group to develop a business, programming and marketing plan for the downtown plaza. The Committee voted to table the proposal until the next committee meeting.

One question that came up was the hourly rates charged by Lakota. I have attached them.

If there is need for any further information, please let me know.



Month, Day, Year

116 West Illinois Street
Floor 7
Chicago, Illinois 60654
p 312.467.5445
f 312.467.5484

thelakotagroup.com

PROFESSIONAL SERVICES AGREEMENT

Professional Services Agreement between THE LAKOTA GROUP and CLIENT

PROJECT SCOPE:

This agreement (Agreement) between The Lakota Group, an Illinois corporation doing business as **The Lakota Group (Lakota)**, 116 W. Illinois Street, Chicago IL and ____ (**Client**), is entered into on the date written above.

Project Description

[Insert]

Work Scope/Project Tasks

For planning purposes and based on similar past projects, assessments, and studies, Lakota anticipates that at a minimum we will perform the following tasks:

Task 1: Title

Description

Task 2: Title

Description

Task 3: Title

Description

Deliverables:

Descriptions

Timeline:

While there are many variables associated with any planning process, Lakota believes this process should take __ months to complete. We have the dedicated team resources necessary to complete this process in that timeframe. [Village and other approvals may also be required before permits are issued.]

This proposal does not include the following tasks:

- Task 1
- Task 2
- Task 3

Planning
Urban Design
Landscape Architecture
Historic Preservation
Community Engagement

PROJECT TERMS:

The above services will be provided for **a flat rate of __ (\$__) plus reimbursable expenses.**

Any agreed-upon additional work will be billed on an hourly rate basis according to the firm's current rates, plus reimbursable expenses. If requested, a fee estimate will be provided for a task or an assignment based on a defined work scope.

Lakota Billing Rates (2017):

Principal	\$260
Associate Principal	\$230
Vice President	\$205
Senior Associate	\$185
Project Planner/Designer/Manager	\$160
Planner/Urban Designer/Landscape Architect	\$125 - \$130
Research/Operations Staff	\$95

Reimbursable expenses will be billed at 1.1 times direct expense to cover administration and will include:

- **Travel** for field work/site visits (mileage/tolls/parking/cabs/airfare/out-of-region meals & lodging)
- **Delivery** (faxes/postage/messenger/express)
- **Copying/Reproduction**
- **Computer Plots**
- **Long Distance Communication**
- **Additional Renderings/Models** (if requested by client)
- **Special Supplies** (if mounted boards or additional graphic materials are requested)
- **Miscellaneous** (municipal documents, special reports, data)

Professional fees and expenses will be billed monthly for work completed. Unpaid invoices will bear 1.5% interest per month past 30 days.

Proprietary Rights

Lakota retains the ownership of documents prepared by us as instruments of service. Upon payment of outstanding invoices related to this Agreement, Client is granted a non-exclusive, non-revocable license to use the documents, or copies of the documents, created during the performance of Lakota's services for reference, marketing and operation of the project. However, Lakota retains the exclusive copyright to the plans, designs and information contained on the documents and all other use of the documents is expressly prohibited except when granted, in writing, by Lakota.

Termination, Suspension or Abandonment

In the event of termination, suspension or abandonment of the Project by the Owner, Lakota shall be compensated for services performed up to the date of notification by Owner via phone call or registered mail. The Owner's failure to make payments in accordance with this agreement shall be considered nonperformance and sufficient cause for Lakota to suspend or terminate services. Either Lakota or the Owner may terminate this agreement after giving no less than seven days' written notice if the project is suspended for more than 30 days, or if the other party substantially fails to perform in accordance with the terms of this agreement.

Please indicate acceptance of this agreement by signing one copy and returning it to our office listed above. Lakota will begin work after receiving written authorization to proceed via fax, mail or email.

The Lakota Group appreciates the opportunity to provide _____ with these professional services.



Scott Freres, RLA, ASLA
President
The Lakota Group

Signature

By _____

Its: _____

MEMORANDUM



To: Economic Development and Marketing Committee

From: David Niemeyer, Village Manager

cc: Village Board

Date: May 19, 2017

Re: Lakota Group Proposal for Business, Programming and Marketing Action Plan for Downtown Tinley Plaza

One of the action steps in the Branding Plan developed last year by Roger Brooks was a Business, Programming and Marketing Action Plan for Downtown Tinley Plaza. Brooks and another consultant, the Lakota Group, submitted RFQs. The RFQ is attached. The Branding Leadership Team Marketing Subcommittee interviewed both firms.

The staff recommendation is to hire Lakota Group. Lakota Group has significant experience in downtown development in the Chicago area, including Homewood, Evanston and Highland Park. We believe they will bring a good mix of planning, marketing, and plaza programming to the project.

Lakota has given us a proposal, but we asked them to rework it and develop a more aggressive timetable. I expect to get that over the weekend and I will forward to the Committee. I expect it to be under \$80,000. (The Brooks proposal is \$85,000). The proposal will include opportunities for public input and also working with the Village Board and staff to synthesize our downtown planning efforts with planning of the plaza. We have asked them to work with us to further develop the current proposed plaza site on North Street so the plaza can be incorporated with the design and construction of the North Street development and the storm sewer line being constructed from Freedom Pond to the downtown area.

The study is expected to be completed in three to five months.



Village of Tinley Park, Illinois

REQUEST FOR QUALIFICATIONS (RFQ)

2017-RFQ-005

BUSINESS, PROGRAMMING AND MARKETING ACTION PLAN FOR DOWNTOWN TINLEY PLAZA

This document is a request for qualifications (RFQ) from agencies and/or firms with extensive experience in creating business, programming and marketing action plans in preparation for the design and build of a year-round, programmed, public gathering plaza in Downtown Tinley Park.

GENERAL REQUIREMENTS: Proposers are to submit six (6) packets, to be **opened and evaluated in private**. Submit **one original plus five copies** of the proposals.

SUBMISSION LOCATION: Village of Tinley Park – Clerk's Office
16250 South Oak Park Avenue
Tinley Park, IL 60477

SUBMISSION DATE: **Monday, April 17, 2017 by 4:30 P.M.** Proposals received after the time specified will not be opened/accepted.

CONTACT/QUESTIONS: Submit questions via email to: Village of Tinley Park, attention Donna Framke, at dframke@tinleypark.org or via phone to: (708) 444-5045. Questions are required no less than three (3) business days prior to the proposal opening date. **Absolutely no informal communication shall occur regarding this RFQ, including requests for information, or communication between offerors or any of their individual members and any Village elected official or employee. All questions will be answered with a copy of the question and answer to each proposer.**

CONTENTS: The following sections, including this cover sheet, shall be considered integral parts of this solicitation:

- *Notice of RFQ
- *General Terms and Conditions
- *Project Scope
- *Submission Requirements

GENERAL TERMS AND CONDITIONS

1. **Negotiations:**
The Village of Tinley Park reserves the right to negotiate specifications, terms and conditions, which may be necessary or appropriate to the accomplishment of the purpose of this RFQ.
2. **Confidentiality:**
RFQs are subject to the Illinois Freedom of Information Act.
3. **Reserved Rights:**
The Village of Tinley Park reserves the right at any time and for any reason to cancel this RFQ or any portion thereof, and to reject any or all proposals. The Village reserves the right to waive any immaterial defect in any proposal. The Village may seek clarification from a proposer at any time, after the submission date, and failure to respond promptly is cause for rejection.
4. **Incurred Costs:**
The Village of Tinley Park will not be liable for any costs incurred by respondents in replying to this RFQ.
5. **Award:**
Award will be based on the highest ranked responsive, responsible proposer based upon the evaluation criteria established by the Village of Tinley Park, in its sole discretion. Award will be based on the evaluation criteria set forth herein.
6. **Discussion of RFQ:**
The Village of Tinley Park may conduct discussions with any proposer who submits an RFQ. During the course of such discussions, The Village shall not disclose any information derived from one RFQ to any other proposers.
7. **Contract Period:**
Time is of the essence. The consultant shall be able to devote sufficient resources to this project.
8. **Responsibility & Default:**
The Proposer shall be required to assume responsibility for all items listed in this RFQ. The successful proposer shall be considered the sole point of contact for purposes of this contract.

9. **Consultants:**

If consultants/sub consultants are to be used, your firm must list and identify the name and qualifications of the consultants/sub consultants, history of the consultant's firm, list of previous work completed, references and similar projects.

10. **Payments:**

Payments shall be made in accordance with the Local Government Prompt Payment Act.

11. **Interpretations or Correction of Request for Proposals:**

Proposers shall promptly notify the Village of any ambiguity, inconsistency or error that they may discover upon examination of the RFQ. Interpretation, correction and changes to the RFQ, if any, will be made by written addendum. Interpretation, corrections or changes made in any other manner will not be binding.

12. **Addenda:**

Addenda are written instruments issued by the Village prior to the date of receipt of proposals, which modify or interpret the RFQ by addition, deletions, clarifications or corrections. Each proposer shall ascertain prior to submitting a proposal packet that all addenda issued have been received, and by submission of a proposal packet, such act shall be taken to mean that such proposer has received and understands fully the contents of the addenda.

13. **Taxes:**

The Village is exempt from paying certain Illinois State Taxes.

14. **Non-Discrimination:**

Proposer shall comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., as amended and any rules and regulations promulgated in accordance therewith, including, but not limited to the Equal Employment Opportunity Clause, Illinois Administrative Code, Title 44, Part 750 (Appendix A), which is incorporated herein by reference. Furthermore, the proposal shall comply the Illinois Drug Free Workplace Act, Title 44, Chapter 10.

15. **Insurance: *Please submit certificate with your proposal***

The Proposer must obtain, for the Contract term and any extension of it, insurance issued by a company or companies qualified to do business in the State of Illinois and provide The Village with evidence of insurance. Insurance in the following types and amounts is necessary:

☐ **Worker's Compensation Insurance** covering all liability of the Proposer arising under the Worker's Compensation Act and Worker's Occupational Disease Act at statutory limits.

☐ **General Liability:**

General Aggregate Limit	\$2,000,000
Each Occurrence Limit	\$1,000,000

- ☐ **Professional Liability** to include, but not limited to, coverage for Errors and Omissions to respond to claims for loss therefrom.

General Aggregate Limit	\$2,000,000
Each Occurrence Limit	\$1,000,000

- ☐ **Comprehensive Automobile Liability, Bodily Injury, Property Damage:**

General Aggregate Limit	\$1,000,000
Each Occurrence Limit	\$500,000

Proposer agrees that with respect to the above required insurance, The Village of Tinley Park, shall:

- Be named as additional insured **by endorsement** as their interest may appear;
- Be provided within thirty (30) days notice, in writing, of cancellation or material change;
- Be provided with Certificates of Insurance evidencing the above-required insurance, prior to commencement of the Contract and thereafter with certificates evidencing renewals or replacements of said policies of insurance at least fifteen (15) days prior to the expiration of cancellation of any such policies.

16. Change in Status:

The Proposer shall notify the Village of Tinley Park immediately of any change in its status resulting from any of the following: (a) vendor is acquired by another party; (b) vendor becomes insolvent; (c) vendor, voluntarily or by operation law, becomes subject to the provisions of any chapter of the Bankruptcy Act; or (d) vendor ceases to conduct its operations in normal course of business. The Village of Tinley Park shall have the option to terminate any contract with the vendor immediately on written notice based on any such change in status.

17. Precedence:

Where there appears to be variances or conflicts, the following order of precedence shall prevail: The Owner and Consultant Agreement; The Village of Tinley Park Request for Qualifications; and the Proposer's Response to Proposal.

18. Submittal and Evaluation Factors:

The contract will be awarded to the responsible, responsive, or any other proposer, as determined by the Village, to be in the best interest of the Village, who meets or exceeds the criteria, sought by the Village. The Village reserves the right to reject any or all proposals or to waive any details in the proposals received whenever such rejection or waiver is in the best interests of the Village. The Village also reserves the right to reject the RFQ of a proposer who has previously failed to satisfactorily perform, has not completed contracts on time or whom, upon investigation, is found not to be in a position to perform the contract.

Evaluation Criteria

Each proposal will be evaluated based on the level of creativity, differentiation and measurability, listed in order of importance:

- Approach and Process (30%)
- Management Qualifications (20%)
- Long-term Strategic Outlook and Partnership (20%)
- Experience working with similar-sized communities (20%)
- Client List and References (10%)

PROJECT OVERVIEW

The Village of Tinley Park, located 25 miles southwest of Chicago, with a population of 58,000, is a dynamic metropolitan community offering a wide range of entertainment options, cultural opportunities, superb dining, great shopping and a convenient, enviable location – all within easy reach of Chicago's world-renown attractions. The community is conveniently situated with two interchanges off of Interstate 80 and boasts two stops (each housing a gorgeous train station) along the Chicago Metra Rock Island commuter rail line. The Tinley Park Convention Center and (1,000 room) hotel district draw tens of thousands of visitors annually. Nearby is a robust commercial and industrial area drawing hundreds of employees daily.

PROJECT SCOPE

The Village of Tinley Park recently completed a branding initiative and as a result of much research and planning has chosen to put music front and center as the core focus of Tinley Park's brand. One of the key components of the branding action plan is the creation of a year-round, programmed, public plaza in the center of its Downtown. This plaza will be programmed with activity at least 250 days per year and is intended to be a destination for local residents, area residents and visitors to Tinley Park. The objective is to create a sense of place and a sense of community in Tinley Park and to meet the goals of reducing leakage of locally earned money being spent in neighboring communities, increasing the investment and tax base in Tinley Park and dramatically increasing visitor spending locally.

To accomplish these goals, activities need to be developed that will attract local residents to the Downtown on a consistent basis, spurring reinvestment in downtown properties and ensuring the success of downtown as the central gathering place. Creating a venue that takes into consideration weather and seasonality; traffic flow and parking; public safety; vehicular, pedestrian and emergency access; noise (events and rail activity); types of activities and compatibility of those activities with adjacent land uses (existing and proposed); property ownership; future and planned development patterns/projects; cost of development and operation; ability to increase local spending; community demographics; marketing and outreach; as well as many other important considerations, is imperative to its success.

The goal of this scope of services is to provide a detailed Action Plan that addresses these considerations through the development of a Business, Programming and Marketing Action Plaza for a Downtown Tinley Plaza. The steps to develop this plan are:

Initial Site Visit: Speak with property owners and/or their architects and consultants, Village officials and key staff members, Downtown merchants and the branding team about concerns, opportunities, costs, challenges and logistics of the project.

Programming: Assist in developing the list of activities that will draw residents and visitors downtown – year round and on a daily basis, taking into consideration: Year round weather patterns, local lifestyle analysis to determine the most engaging activities; local economics including input on the types of retail, restaurants and the downtown business mix that should be sought, invited and orchestrated as part of the downtown redevelopment; competitive and comparable analysis to include a review of what has worked in other similar-sized communities around the country and a review of other successful downtown plazas; development of a database of local and regional clubs and organizations that should be invited to host, produce and market public events in Downtown Tinley to help drive the design of the site; and a sample schedule of the types of activities that would take place in the plaza.

Location analysis and initial design: Upon determination of the programming and activities, the selected vendor will assist in determining the final location for supporting indoor and outdoor facilities and amenities to support these activities including visitor information, restrooms, storage, furnishing, fixtures, kiosks, etc. This will include a detailed look at the following:

- A. Size of both indoor and outdoor facilities in terms of on-site amenities; crowd control; common and event areas; parking; pedestrian access; emergency and delivery access locations and hours; café seating on the plaza; event seating; potential fenced-off areas for events that might include beer gardens, or other separate public functions; estimates of daily visitation to the site; special event attendance.
- B. Traffic patterns (to and from downtown), neighborhood access and egress as well as emergency access and pedestrian access.
- C. Visibility from the primary thoroughfares coming into and through downtown, particularly the rail line as visibility of the plaza will attract commuters to Tinley Park who might otherwise have no reason to visit.
- D. Noise, traffic and parking effects (if any) on neighboring residential properties (including the development of upper-level residential in downtown) and how to mitigate those.
- E. Impact of noise from rail line and impact of traffic pattern resulting from train users.
- F. How properties bordering the plaza will physically tie to the plaza in terms of access, ADA accessibility, view corridors, patio dining areas, access to upper-levels and living quarters, and level of commitment required of them in terms of construction, costs and other factors.
- G. Specific Village ordinances that will need to be adopted to direct development and operations in a manner that supports success of the plaza and downtown Tinley Park.
- H. Building owners with little (or no) interest in investing in their properties or allowing specific uses will affect the location and development of the project. Selected vendor will assist in meetings to encourage property owner buy-in to ensure a true public/private partnership project.

- I. Cost of development. This includes infrastructure costs (water, sewer, power, storm drainage, Internet access, etc.), demolition (if needed), the built environment (stage, coverings, lighting, sound system, projection equipment, water features, splash pad, ice rink, storage, signage, vendor amenities, landscape, seating surfaces, restrooms, and equipment rooms), and soft costs including furnishings and fixtures (tenting for inclement weather, fire pits, tables, chairs, umbrellas, portable grandstands, etc.)
- J. Funding mechanisms. This part of the plan includes how the facility or facilities would or could be financed or paid for. It may include phasing and will also include other elements of the Action Plan that have direct ties to downtown revitalization, such as wayfinding so that visitors to the area can, in fact, find downtown. Non-traditional funding may be a part of the plan: Crowd-funding, sponsorships, naming rights, and other avenues will be explored.

Site Design: The selected vendor will assist in site design, providing input on and taking into consideration:

- A. Drainage, slope, and tie-in to neighboring businesses.
- B. Parking areas, crosswalks, pedestrian wayfinding, emergency and delivery access.
- C. Access and staging for special events, green room space for performances, temporary structures such as tenting, bleachers, seating for “taste of” events, bike shows, potters wheels, etc.
- D. Location of power, water for on-site vendors.
- E. Professional lighting, sound and projection systems.
- F. Water feature/splash pad programming and size.
- G. Ice rink (location, storage for a Zamboni, chiller and ice rink out of season, size of the rink, seating areas for taking skates off and on, gated access to the rink, location for rental of skates, etc.)
- H. Restrooms and equipment booth (for projection, sound, lighting, etc.)
- I. Staging for public markets and a variety of other events such as BMX shows, classic car shows, quilt and art shows, battle of the bands, taste-of events, yoga on the square during summer months, theatrical and musical performances, vendor booths and street performer spaces, food trucks, etc.
- J. Crowd control devices for large events that expand beyond the grounds of the plaza area (perhaps closing of Oak Park Avenue or other streets for a day).
- K. Shade structures, street and plaza trees, raised landscape planters, trash receptacles, on-site signage, crosswalks, night lighting, and security measures.
- L. Interactive musical amenities and rotating exhibits, Wi-Fi, video wall.
- M. Storage for bleachers, seating, umbrellas, tenting, area fencing and other furnishings and fixtures tied to the plaza.

The Design will be “preliminary design drawings” that will be ready for actual architectural and engineering experts who will be charged with creating the actual “construction drawings” and final costs to build and furnish the site. The design drawings will be submitted to the Village, the Brand Leadership Team, and private property owners who will have properties fronting on the plaza for their review and consideration. The design will include four full-color renderings of the site in plan-view (overhead) and from street view locations

around the plaza. These will be provided in large-scale PDF formats so they are able to be printed and mounted on foam core boards for public display.

Operations: The plan will also address the operations and maintenance of the plaza and any other amenities or facilities that make up this development. This will include:

- A. Who would manage, market and maintain the site and facilities (Village, new non-profit organization or another existing organization)?
- B. Staffing requirements and associated costs, including their location.
- C. Maintenance costs, capital improvements, phasing, etc.
- D. Marketing: Costs, specifics on how funds would be spent to attract event producers and customers.
- E. Public outreach and public relations strategies.
- F. Insurance requirements and considerations.
- G. Ongoing expenses such as utilities, security and consumables.
- H. Annual operating, management, capital improvement, maintenance and marketing budgets including revenue streams.

Marketing Action Plan: The final component of the plan will include a detailed marketing action plan and brand graphics that will incorporate the new Tinley Park brand and apply it to the plaza and downtown facilities including:

- A. Brand identity for the plaza.
- B. Signage concepts for the plaza (pedestrian wayfinding, readerboard for showcasing upcoming events and happenings).
- C. Concepts for advertising, posters, e-newsletters, and social media sources (Instagram, Pinterest, Facebook, Twitter and other outlets).
- D. Plaza ties to the Hollywood Casino Amphitheater and convention center in terms of marketing, public relations, and social media outreach.

Upon completion of the plan, a public presentation will be made to the Community.

SUBMISSION REQUIREMENTS

Vendor must submit the following information to be considered (include the corresponding item number with each response):

Section 1: Executive Summary

Summarize on two pages or less your overall strategy, approach and timeline for delivering the plan.

Section 2: Corporate Profile

Provide a brief overview of your firm's history and philosophy. Include the year the firm started in business, where the company is headquartered and the total number of employees. Please describe the process of how your company works with remote customers, specify the number of public sector vs. private sector clients and indicate the percentage of revenues this project represents to your company.

Section 3: Detailed Description of Project Approach

The Business, Programming and Marketing Action Plan for a Downtown Tinley Plaza will include a detailed description of the types of events and attractions, for 12 months of a typical year, that will utilize the plaza site and surrounding public spaces; a competitive and comparable analysis of what has worked (best practices) in other similar destination cities; a list of regional organizations and associations that should be approached to hold events at the plaza; final site designs ready for architectural and engineering development: construction drawings and supporting documents (THIS PROPOSAL WILL NOT INCLUDE CONSTRUCTION DRAWINGS); estimated costs of the plaza development; one-time and ongoing revenue estimates and sources; annual staffing requirements; and ongoing annual operations, marketing and capital improvement budgets.

Please indicate your firm's experience in developing plaza design, programming plans and business plans. Identify what uniquely distinguishes your firm from your competitors. Describe your implementation and project management approach. Submit a detailed implementation plan which will address schedule, delivery milestones and responsibilities for each party. Describe any optional services that may be included.

Please provide three examples of studies or plans you have developed with similar-sized communities. Clearly explain the objectives, the outcome and whether your firm managed the entire project or specific components of the plan. Include client references with current contact name, organization name, phone number and email.

Section 4: Project Team

The success of this plan development depends on several factors including a planned approach, project management and coordination. The selected vendor must provide an experienced project manager to lead the process. Define the process, project management and structure. Define the interim project points and approvals necessary to move to the next phase of the project. Define and describe the team members that would execute a project for the Village. Identify their experience, roles and length of time with your organization. Specify the primary point of contact.

Section 5: Costs

Please provide a budgetary proposal for the full scope of the work described in this RFQ in a separate sealed envelope. The budget proposal shall not be used as initial Evaluation Criteria; and will be used in negotiations with the highest ranked firm.

SELECTION PROCESS

The Village intends to conduct a comprehensive, fair and impartial evaluation of proposals received in response to this RFQ. All proposals that are properly submitted will be evaluated using the evaluation criteria listed. All proposals that are properly submitted will be evaluated by the evaluation committee that will make recommendations for the award.

Upon approval by the committee, the Village shall enter into contract discussions with the successful vendor. If the terms and conditions of a contract cannot be successfully established within a reasonable amount of time (as determined by the Village), then contract discussions will be terminated and contract discussions with the next highest ranking vendor will

commence. Negotiations shall continue at the sole option of the Village until a contract is signed and approved or all proposals are rejected and the RFQ is withdrawn. The selection process may involve two steps: written submittals will be evaluated and scored, and then oral interviews will be conducted with the highest-ranking firm(s), if necessary.

SCHEDULE

<u>Task</u>	<u>Completion Date</u>
a) RFP Issuance/Advertisement	March 8, 2017
b) Deadline for Questions	April 12, 2017
c) RFP Revised Due Date	April 17, 2017
d) Interviews (if needed)	through May 1, 2017
f) Village Board approval	May 23, 2017
g) Start of Work	June 2017

By submitting a proposal, the vendor certifies that he or she has carefully examined all the documents for the project and has carefully and thoroughly reviewed this RFQ and understands the nature and scope of the work to be done and the terms and conditions thereof. The vendor further agrees that the performance time specified is a reasonable time.



**THE
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**VILLAGE OF
TINLEY PARK**

DOWNTOWN PLACEMAKING
STUDY AND TARGETED
ACTION STRATEGIES



**The
Lakota
Group**

Kristi Trevarrow



DOWNTOWN PLACEMAKING STUDY AND TARGETED ACTION STRATEGIES

THE LAKOTA GROUP

116 W. Illinois Street | Floor 7 | Chicago, Illinois 60654

Project Manager: Kevin Clark

E: kclark@thelakotagroup.com

P: (312) 467-5445 x 206





May 19, 2017

Donna Framke
Marketing Director
Village of Tinley Park
16250 S. Oak Park Ave.
Tinley Park, IL 60477

Re: Downtown Placemaking Study and Targeted Action Strategies

Dear Ms. Framke,

On behalf of The Lakota Group and our partner—Kristi Trevarrow (Rochester Downtown Development Authority)—we are pleased to provide our proposal for the development of a Downtown Placemaking Study and Targeted Action Strategies for the Village of Tinley Park.

We understand that the development of such a plan for this downtown plaza is an important opportunity for the Village to look to the future and create an exciting, but achievable, roadmap to guide decisions. It is our intention to assist with the development of a vision that considers placemaking and aesthetics, year-round programming, multi-modal functionality and safety, wayfinding, and sustainability. We have assembled an experienced and proven team to provide a creative, clear, and holistic vision for the future.

The professional staff chosen for this assignment provide complementary skill sets and we understand how to mesh those abilities to achieve the best possible results. We are a highly collaborative group that relishes the opportunity to engage people in finding ways to improve their community. We look forward to working with the Village and other key stakeholders throughout the process to help us understand the unique issues and opportunities of this site and surrounding areas, and to develop strategies for a successful future. As detailed in the enclosed proposal, we have the expertise and experience to create an interactive and successful process. We look forward to discussing our submittal with you and your selection committee in person.

Thank you for your consideration. Please feel free to contact me with any questions you may have. You can contact me directly at sfreres@thelakotagroup.com or at 312-467-5445 x202.

Sincerely,

A handwritten signature in blue ink, appearing to read "Scott Freres".

Scott Freres, PLA ASLA
President, The Lakota Group

**THE
LAKOTA
GROUP.**





The Lakota team has the skills and expertise necessary to assist the Village of Tinley Park with a successful plaza placemaking process. While other staff members will be used as necessary, the following key staff will be involved in the process.

The Lakota Group



SCOTT FRERES PLA President - sfreres@thelakotagroup.com

Scott is the principal and co-founder of The Lakota Group, and has nearly 30 years of experience in design and planning projects. As an industry leader in sustainable urban design, Scott has spoken at numerous conferences for various planning, recreation and conservation organizations. Scott's ability to take a fresh, simple and inclusive approach to problem solving has established The Lakota Group's reputation as a creative leader in the industry. Scott has a Bachelor's in Landscape Architecture from the University of Wisconsin-Madison.

Scott will be the Principal-in-charge for this process and will provide oversight and quality control.



KEVIN CLARK PLA AICP Director of Design - kclark@thelakotagroup.com

Kevin brings 16 years of experience in urban planning and landscape architecture to The Lakota Group, where he oversees the firm's work in urban design projects. He manages the firm's planning process from concept generation through implementation steps. Kevin's work includes downtown, transit-oriented and neighborhood revitalization plans, physical and economic development strategies, and innovative design of open spaces and public places. Kevin is recognized for his focus on community engagement, placemaking, and sustainable, contextual design. He has successfully orchestrated dynamic, interactive public processes that have resulted in the implementation of master plans.

Kevin will be the team lead, day-to-day contact, and lead designer for this project.



MARISA SCHULZ ASLA Marketing + Brand Director

Marisa is a designer and planner with experience working on a range of community outreach, urban design, and transportation-related projects nationwide. She has successfully written, edited, and branded planning-related studies and articles, which have been covered by such outlets as Bloomberg, the New York Times, and USA Today. Marisa teaches both undergraduate and graduate courses in sustainability, planning, and graphic design.

Marisa will assist the Team with stakeholder engagement strategy, strategic planning, and graphics creation.



MICHAEL KRITZMAN AICP Senior Associate

Michael is an urban designer and planner with experience working on a range of environmental design and planning projects nationwide. His expertise is in preparing development concepts and strategic plans for both public and private sector projects, with a particular focus on urban revitalization and place-making.

Michael will assist the team with analysis, facilitating the public workshops, strategic planning, and graphics creation.

Rochester Downtown Development Authority



KRISTI TREVARROW Executive Director

Kristi Trevarrow is the Executive Director of the Rochester Downtown Development Authority (DDA), a Great American Main Street award-winning community. She has over 20 years of experience in downtown development and destination marketing. Her duties include business recruitment & retention, marketing, site development, community relations, fundraising and administration of the award-winning holiday event, The Big, Bright Light Show which annually attracts over one million visitors to Downtown Rochester. Ms. Trevarrow also serves as co-host of Main Street Nation Radio, a monthly radio show dedicated to telling the success stories of downtowns across the nation.



The Lakota Group is a team of professionals who work shoulder-to-shoulder with clients over the long term, going the extra mile, making personal connections, and traveling the long journey together.

Heart & Soul

The Lakota Group is a team of talented planners, designers, and strategic thinkers powered by a passion to offer creative solutions.

Our defining attribute is fostered through a team-based approach to project management centered on positive dialogue. Led by our drive to institute change in a sustainable way, Lakota associates abide by a process that combines critical thinking and community engagement. The result? A practice that seeks to produce the most effective solutions, carefully balancing the real with the ideal.

Our quest is simple: we want to improve communities.

By engaging local residents through workshops, discussions, and surveys, we strive to pinpoint the opportunities for improvement. We want clients to help us place ourselves in their frame of context: what would we want if we were the ones living in their town? Working in their building? Raising a family in their neighborhood? We want to listen, and we want to talk, and then we want to listen some more. Lakota acknowledges the issues, while also recognizing the strengths, shedding light on the qualities that make a community unique, and brainstorming the ways upon which they can be built.

Since the firm's conception in 1993, Lakota (an Illinois Corporation) has completed award-winning master plans in more than 500 towns and cities across the country, gaining recognition for its work in placemaking, planning, and historic preservation.

Through its mold-breaking and place-making mentality, Lakota relishes the coalescence between land and community, ultimately demonstrating a practice that perfectly reflects its name: "Allies," the English translation of the Native American word, Lakota.



THE
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Scott Freres, PLA, ASLA

President | 1993-Present

As the President and founder of The Lakota Group, Scott brings nearly 30 years of experience to both design and planning projects. As an industry leader in sustainable urban design, Scott has spoken at a multitude of conferences for various planning, recreation, and conservation organizations. Scott's ability to take a fresh, simple, and inclusive approach to problem solving has established The Lakota Group's reputation as a creative leader in the industry.

SIGNATURE PROJECTS

Willow Road Corridor Plan - Northfield/Winnetka, IL

The Lakota Group led an eight-month collaboration between the villages of Northfield and Winnetka, that resulted in a final corridor plan detailing a shared vision that was used to guide the final design and reconstruction of the roadway. Scott was Principal-in-charge of this project, led steering committee discussions, delivered presentations and developed planning and design concepts.

MedQuarter Master Plan - Cedar Rapids, IA

The Lakota Group led a team to develop a master plan for Cedar Rapids MedQuarter, an emerging campus near their downtown with two hospitals and an independent physicians clinic. The goal is to establish Cedar Rapids as a medical destination that will fuel economic development and enhance the quality of life within the community. Scott was Principal-in-charge leading this project.

Village Center Master Plan - Wilmette, IL

Lakota and its team of subconsultants prepared a master plan for the improvement and development of Wilmette's traditional downtown and train station area. The plan reorganized inefficient commercial buildings, called for mixed-use development, and enhanced the central village green. Scott was Principal-in-charge and led the development of planning and urban design concepts as well as delivering public presentations.

Illinois Medical District Master Plan- Chicago, IL

Lakota assisted in the master plan for IMD which defined significant changes to the area's physical conditions, infrastructure, and streetscape. Lakota was also engaged for nearly 10 years after the master plan completion to provide ongoing planning and design services within the District. Scott assisted with the development of the original master plan and more recently led Lakota in preparation of planning and design concepts.

Westminster Place - Presbyterian Homes - Evanston, IL

The Lakota Group developed a master plan for this large congregate care complex owned by Presbyterian Homes. Its mission was to update and add more housing products and care options, while also respecting the natural environment and character of the surrounding neighborhood. Scott was Principal-in-charge and led the development of master plan concepts and coordination with City planning staff.

Education

University of Wisconsin - Madison
Bachelor of Science in
Landscape Architecture
(1986)

Organizations

- American Society of Landscape Architects
- American Planning Association
- American Institute of Architects
- Wisconsin Alumni Association - Alumni Park Design Committee
- Lambda Alpha International
- Urban Land Institute
- Illinois Park & Recreation Association
- Society for Environmental Graphic Design
- Village of Winnetka Plan Commission & Design Review Board - Former Member
- Winnetka Parks Foundation Teaching Professional Architect - State of Illinois

Accreditations

- Professional Landscape Architect - State of Illinois

Experience

Years with Lakota: 23
Years of Practice: 29



**THE
LAKOTA
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Kevin Clark, PLA, AICP

Director of Design | 2005-Present

Recognized for his focus on community engagement and placemaking, Kevin oversees the firm's work in design projects. His 16 years of experience in landscape architecture and urban planning have ranged from guest lecturing at state and regional conferences to working on multiple award-winning projects.

SIGNATURE PROJECTS

Ashland BRT - Chicago, IL

The Lakota Group led a team to create a land use development guide for the future Bus Rapid Transit (BRT) planned for Chicago's Ashland Avenue. The plan outlines BRT opportunities such as mixed-use development and infill, redevelopment, improved multi-modal connections, enhanced accessibility, housing options, and neighborhood character. Kevin served as the project manager and lead planner.

North Clark Street Strategic Plan - Chicago, IL

Assisted in the development of a strategic plan to promote, attract and retain new and existing business in the North Clark Street Corridor of Chicago's Lakeview neighborhood. Merit Award - 2014 American Society of Landscape Architects - Illinois Chapter. Kevin was the project manager and lead planner/designer for this process.

South Main Corridor Master Plan - Rockford, IL

Lakota led a team in preparing a revitalization strategy for this corridor. Development opportunity sites were identified, and recommendations were made for improving transportation, market strategies, and signage and streetscape concepts. Kevin served as the project manager and lead planner/designer for this process.

Downtown Master Plan - Evanston, IL

As project manager, led an intense public engagement process that included a week-long charrette. The final plan called for changing city zoning requirements to a form-based approach and concentrating higher-density, mixed-use development in the downtown core. Kevin served as the lead planner for this project.

Eddy Street Commons Master Planning - South Bend, IN

After the successful design and completion of the award-winning Eddy Street Commons mixed-use district, The Lakota Group was retained to continue planning the next phase of the neighborhood's revitalization. Working with the University of Notre Dame, Lakota has developed a series of "new urban" mixed-use plans that include a range of land uses, such as commercial, multi-family and single-family residential, office, and community uses. Lakota has remained the planning consultant for the University as a development team refines the mix of uses and works toward implementation. Kevin served as the project manager and land planner for the assignment.

Central District Land Urban Design - Highland Park, IL

Analyzed underutilized portions of the downtown area and created conceptual developments and zoning amendment recommendations. Strategies call for an increase in residential density for this upscale, lakefront community north of Chicago. Kevin was the project manager and lead planner for this process.

Education

University of Illinois at Chicago
Masters in Urban Planning & Policy
(2006)

University of Kentucky
Bachelor of Science in
Landscape Architecture
(2000)

Organizations

- American Planning Association
- Congress for New Urbanism
- American Institute of Architects, Associate Member
- APA Mentorship Program
- Greentown Advisory Committee (2014)
- American Society of Landscape Architects Awards Jury (2014)
- UIC Professional Development Panel (2010)

Accreditations/Awards

- Professional Landscape Architect State of Illinois
- American Institute of Certified Planners
- Featured Alumni Profile, UIC MUPP Student Website

Experience

Years with Lakota: 11
Years of Practice: 16



**THE
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Marisa Schulz, LEED AP

Marketing + Brand Director | 2016-Present

Marisa is a LEED AP Certified urban planner, designer, and writer with over ten years of experience working on a broad range of community outreach, planning, and transportation-related projects. From Detroit to Santiago, Chile, Marisa has worked closely with communities to ensure the public plays a vital role in shaping local land use and transportation policies and planning initiatives. She has successfully written and branded studies that have been covered by such outlets as Bloomberg, the New York Times, and USA Today. Marisa has taught both undergraduate and graduate courses in sustainability, planning, and design in Chicago.

SIGNATURE PROJECTS

Airport Corridor Redevelopment and Form-Based Code Master Plan - Austin, TX

Airport Boulevard was a large arterial corridor in Austin characterized by mid-century parking lots, lack of sidewalks, and a group of residents hungry for redevelopment. The City of Austin worked with a consultant to create a master-plan and form-based code for a three mile stretch of the corridor. Initial outreach consisted of significant coordination with residents, property owners, neighbors, and other community stakeholders on a vision and strategy to revitalize the corridor into Austin's next great urban district. Marisa oversaw the process for the City and coordinated stakeholder engagement for the project.

River North Master Plan - San Antonio, Texas

The Downtown San Antonio Community Development Corporation led this master planning effort for a 375-acre transit-oriented development immediately north of downtown San Antonio. The San Antonio River flows through the center of the planning area and connects to the historic Riverwalk to the south. The resulting master plan, adopted in 2009, includes a form-based code and a detailed implementation strategy, transforming this underperforming area into a series of downtown-adjacent walkable, mixed-use neighborhoods. Marisa worked closely with the project partners, subconsultants, and stakeholders on engagement and coordination.

Urban Design and Transportation Access Plan - Pudahuel, Santiago de Chile

Urban Design plan focusing on the redesign of transit stops in a low-income peripheral area of Santiago. This grant-funded project aimed to reduce assault-related crimes in and near informal Marisa worked closely with residents through survey work, focus groups, and interviews to identify challenges associated with safety, wayfinding, and accessibility.

Chaddick Institute Planning Policy Studies - Chicago, IL

These nationally-renowned policy studies focused on both relevant planning and transportation topics—from the rise of the intercity bus in the United States and its effect on public transit systems, to the accessibility of fresh produce in lower-income areas of Chicago, to the policy and environmental implications of heavy taxation on the carsharing industry. Marisa wrote, branded, and worked with the media on the series.

Education

The University of Texas
at Austin
Master of Community and Regional
Planning (2007)

The University of Michigan
in Ann Arbor
Bachelor of Arts in English (2005)

Organizations

- CNU Central Texas – Board of Directors
- Congress for New Urbanism
- American Planning Association
- Urban Land Institute
- Society for Marketing Professionals

Experience

Years with Lakota: 1
Years of Practice: 11



**THE
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Michael Kritzman, AICP

Senior Associate | 2012-Present

Michael is an urban designer and planner with experience working on a range of environmental design and planning projects, nationwide. His areas of expertise are in preparing development concepts and strategic plans for both the public and private sectors, with a particular focus on urban revitalization and place-making. Michael also brings a valuable and unique skill set in developing and facilitating public workshops that result in dynamic and participatory environments.

SIGNATURE PROJECTS

Riverfront Neighborhoods Comprehensive Plan Updates - Moline, IL

Lakota coordinated and prepared development framework strategies for three riverfront neighborhoods comprising Downtown Moline. The process included analysis of existing conditions and an extensive public participation campaign. Michael assisted with the development of analysis and land use concepts and prepared graphics for the project.

Downtown Master Plan - Green Bay, WI

Lakota led the process to develop a Downtown Master Plan for the City of Green Bay, alongside Goodman Williams Group (market analysis) and T.Y. Lin International (transportation planning). The plan represents a consensus-based vision for the downtown that provides a realistic and achievable road map for the future. It addresses land-use, transportation, parking, and downtown character and aesthetics to achieve sustainable growth that is supported by the needs and desires of the greater Green Bay community. Michael assisted with the development of analysis and land use concepts and prepared graphics for the project.

Ashland BRT - Chicago, IL

The Lakota Group led a team to create a land use development guide for the future Bus Rapid Transit (BRT) planned for Chicago's Ashland Avenue. The plan outlines BRT opportunities such as mixed-use development and infill, redevelopment, improved multi-modal connections, enhanced accessibility, housing options, and neighborhood character. Michael assisted with the development of analysis and land use concepts and prepared graphics for the project.

Downtown Strategic Development Plan - Kenosha, WI

Lakota led a planning team that included T.Y. Lin International and the CLUE Group in preparing a Downtown Strategic Development Plan for the City of Kenosha, Wisconsin. The Plan addresses land use, urban design, historic preservation, business and real estate development, development opportunity sites, marketing and promotions, and downtown management. It includes a detailed implementation strategy that focuses on "grassroots," community-initiated revitalization efforts for re-using historic buildings, as well as new retail and services businesses. Michael assisted in developing plans and graphics.

Six Corners Master Plan - Chicago, IL

Lakota developed a revitalization plan for this northwest Chicago neighborhood. The plan included extensive master planning of new mixed-use developments, adaptive re-use of older buildings, and urban design solutions for improving neighborhood safety and walkability. Michael assisted with the development of analysis and land use concepts and prepared graphics for the project.

Education

Roosevelt University, Chicago
Walter E. Heller College of Business
Master of Science in Real Estate
Expected Completion - May 2018

University of Illinois
at Urbana-Champaign
Bachelor of Landscape Architecture
(2005)

Sigma Lambda Alpha Honor Society
Inductee, 2005

Organizations

- CNU Illinois - Board of Directors
- Congress for New Urbanism
- American Planning Association
- Urban Land Institute
- Illinois Green Business Association
- Landscape Technical Advisory Committee

Experience

Years with Lakota: 4
Years of Practice: 10

Kristi Trevarrow

Executive Director, Rochester (MI) Downtown Development Authority
July 2005 to Present

Responsibilities:

- Business Recruitment & Retention (Current Occupancy Rate – 97%)
- Special Events (Over 100 event days annually)
- Marketing (\$700,000 annual marketing budget)
- Fundraising (\$450,000 annually)
- Site Development
- Social Media
- Community Relations
- Media Relations

Special Projects:

Main Street Makeover

A total reconstruction of Main Street through Downtown Rochester for 5 blocks including new road, sewers & water services and streetscape improvements. Responsible for project management, downtown business relations, community communications officer, project marketing and streetscape enhancements – design and execution. Total Budget - \$6.4 Million

The Big, Bright Light Show

Annual holiday event with 1.5 million lights covering the buildings of Downtown Rochester. Now in its 12th season, this award-winning event attracts over 1 million annual visitors and an average 30% increase in business sales over the duration of the event. The show is a glow the Monday before Thanksgiving through New Year's Day. Total Budget - \$275,000

Downtown Parking Platforms

Construction of (2) Parking Platforms in Downtown Rochester – (1) Three-Level Parking Structure and (1) Tabletop Platform, adding over 500 new parking spaces. Responsible for project management, downtown business relations and communications, project marketing and media relations. Total Budget - \$12 Million

In Town Magazine

Bi-Annual Publication distributed to over 43,000 homes in Rochester and its surrounding area. This 48- page, full color magazine includes editorial, gift guides, advertising, community interest stories and more. Responsible for overall project management including copywriting, selection of merchandise, coordination of photography, imposition and advertising sales. Total Budget - \$68,000

Additional Experience:

- Radio Host, Main Street Nation – Monthly radio show on Detroit’s WJR-760 AM
- Blogger & Vlogger – The Downtown Geek
- Associate Professor, Oakland University – Public Speaking, Group Dynamics & Organizational Communication
- Consultant/Presenter for 20+ years:
 - o Main Street Now Conference (10+ years)
 - o Washington Main Street
 - o New Jersey Main Street
 - o Arkansas Main Street
 - o Heritage Ohio
 - o Michigan Main Street Center
 - o Pennsylvania Downtown Center

Education:

Master of Arts, specializing in Radio, TV & Film Studies
Wayne State University - Detroit, Michigan

Bachelor of Communications Arts, specializing in Public Speaking and Group Dynamics
Oakland University – Rochester, Michigan

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**PROJECT
APPROACH**

OUR APPROACH

The Lakota team envisions an engaging, interactive process that features multiple opportunities for stakeholders to shape the final outcome. Our team will provide focused attention and a streamlined process by immersing ourselves in the community.

Our team's project approach organizes and describes tasks in a linear/timeline format to establish the expected timing of meetings, as well as anticipated deliverables and project milestones.

phase 1: ANALYZE + ENGAGE

TASK 1.1: KICK-OFF CONFERENCE CALL

Conduct a conference call with Village staff to discuss dates for the first meeting, identify stakeholders, and coordinate base information and background data/reports/studies.

TASK 1.2: PREVIOUS STUDY REVIEW

Review recent plans and reports, existing zoning codes, and any other current development or design proposals to gain an understanding of common themes and initiatives from which to build.

TASK 1.3: BASE MAP PREPARATION

Collect available digital base maps, land use/zoning maps, and aerial photos from the Village for use in preparing exhibits and urban design plans. In addition to aerial maps, these may also include relevant GIS data and CAD drawings.

TASK 1.4: PROJECT BRANDING

Our team will develop a simple brand for the planning and placemaking process and design of the Plaza. This will include a logo, landmark, and/or wordmark that defines the process.

TASK 1.5: PROJECT WEBSITE + ENGAGEMENT

Website



In order to provide a venue for regular public communication and update of this process, our team will create a Project Website as a place for updates, including plans, graphics, community outreach for workshops, draft reports, and online survey(s).

Media-forward engagement



Our team's experience in engagement has a multimedia and multifaceted approach that combines video, photography, and utilization of social outlets to share exciting content at key phases of a project. Even as early as the existing conditions process, we can schedule and conduct a video shoot of the study area, interviews, and accompanying audio to provide a high-quality product that can be used by the project team, the Village, and its stakeholders to generate interest and enthusiasm in the project.

TASK 1.6: MEETING + SITE VISIT (Mtg. #1)

Meet with Village staff and advisory committee to discuss project goals, format/schedule for the visit, gather input from the Advanced Team Evaluation Kits, and engage in a focus group discussion.





Project specific Facebook page

#tinleyplacemaking contest

Through a project Instagram feed, our team will host a competition where residents and visitors can post photos of images and places that inspire them. They will then be put in a weekly raffle for gift cards to various local establishments.

TASK 1.7: DOWNTOWN ANTHROPOLOGY

The team will conduct an in-depth investigation of the potential plaza/public space sites and surrounding downtown development opportunity sites. We will record general land use, urban design, specific access/circulation, microclimate(s), details, and other placemaking issues/opportunities/constraints raised during this exploration. The team will photo document the focus sites, as well as other key urban places, spaces, and context for reference, as well as observe social patterns of surrounding areas by residents at various times throughout the day. During this exploration, our team members will conduct "People on the Street" intercept surveys, in which residents are asked about their visions for the future plaza space.

Additional field investigations and data collection will be conducted to observe/inventory:

- Key urban spaces, plazas, and parks
- Public art/sculpture locations
- Branding, wayfinding, and signage
- Pedestrian and bicycle network + facilities
- Parking locations
- Nearby open space/greenways
- Development patterns and commercial activity
- Conduct a competitive market analysis

TASK 1.8: STAKEHOLDER INTERVIEWS/FOCUS GROUP SESSIONS (Mtgs. #2)

Conduct interviews with Village leaders, staff, property/business owners, developers and their architects, and residents to discuss issues, opportunities, and constraints for the focus sites. The schedule and locations of these meetings will be determined in the initial conference call with Village staff and coordinated prior to the visit.



TASK 1.9: COMMUNITY PROMOTION AND OUTREACH

Our team will develop a simple community promotional outreach toolbox or campaign to assist the Village's marketing team with regular outreach, dialogue, and discussion of the Placemaking planning and design process. This "Virtual Open House" campaign will utilize the Village's new brand and incorporate the project brand for this process described earlier.

This engagement will utilize both traditional and social media outreach methods as a mechanism to drive residents and interested parties to the project website and allow for managed input and dialogue.

We anticipate this outreach and promotion to occur primarily through our Phase 1 work scope, with intermittent use throughout Phase 2.

TASK 1.10: COMMUNITY INPUT SUMMARY MANAGEMENT

Lakota will summarize and assist the Village marketing team with managing input from the community outreach portals, Virtual Open House, and stakeholder interviews into a simple overview report to be submitted to Village staff and advisory committee.

TASK 1.11: DOWNTOWN PLACEMAKING ANALYSIS EXHIBIT

The team will more specifically synthesize and assess relevant documents/plans, stakeholder input, surrounding land use, open spaces, urban design, art installations, physical conditions, streetscape, branding/wayfinding and signage, and other information that contributes to placemaking. This information will be developed into a series of detailed analysis exhibits highlighting issues and opportunities. Our team will also remain aware of parking concerns as they relate to the plaza's concepts, and identify how an improved public space might also improve the walking environment to parking areas.

TASK 1.12: DOWNTOWN TARGET DEVELOPMENT SITES LAND PLANNING STUDIES

As part of the overall Placemaking Plan for the Downtown, our team will more closely study and develop several land planning scenarios for key downtown opportunity sites within the greater transit-oriented study area. The team will more specifically explore mixed-use and multi-family residential opportunities, densities, and product types that will support a successful, transit-supportive downtown and public spaces.

More importantly, these studies will illustrate the desired and appropriate form, massing, orientation, and character necessary to support functional, attractive and activated public space design. This is an inherent need and process necessary to both determine and develop great public places.

These plans and 3D modeling studies will illustrate how appropriately designed and planned new downtown development can provide for the right size public places, plazas, pocket parks, and streetscapes. Each of these components will be integral to this Placemaking Study.

This land planning work scope is an essential determining step in moving forward with more detailed public space design and programming in our *Phase 2 - Envision and Implement* work scope outlined in this proposal.

TASK 1.13: STAFF + ADVISORY COMMITTEE CONFERENCE MEETING (Mtg. #3)

Conduct a conference call with Village staff and advisory committee to discuss the placemaking analysis, land planning scenarios, and next steps in the process. The community/stakeholder summary and placemaking analysis/exhibits will be revised based on comments from the committee, and promotional partnerships with other relevant agencies and organizations.

This meeting will provide the decision-making platform to move forward with more detailed public space design and location, as noted in our Phase 2 work scope. If additional land planning studies, design, or direction is desired by staff or village leadership as an outcome of our work task 1.12 above, Lakota will prepare a simple additional work scope task order and fee estimate for approval as requested by staff.

TASK 1.14: VILLAGE BOARD PLANNING CONCEPTS UPDATE MEETING (Mtg. #4)

Conduct an informal meeting or presentation to the Village Board to present the range of land planning options for key downtown targeted development sites. The overview will touch on site bulk and densities, parking, pedestrian, and traffic impacts. More importantly, each scenario will provide the impacts or benefits to developing successful adjacent public spaces.

Anticipated Phase 1 timeframe: 1-2 months.



phase 2: ENVISION + IMPLEMENT

TASK 2.1: PLACEMAKING VISION CONCEPTS

Our team will begin to develop a range of alternative physical public space and placemaking/programming concepts for the preferred public plaza site. These concepts will address a range of micro and macro issues and opportunities related to enhancing and reinforcing a cohesive sense of character and “sense of place” for the community. These visions will be developed using a range of 2- and 3-dimensional graphic forms, including plans, vignettes, sections, and photographic representations to more fully describe and illustrate such components as:

- Plaza form, character, circulation, function and structure
- Branding and identity elements and campaigns
- Onsite amenities: indoor and outdoor facilities
- Connections to adjacent land uses/buildings and streets
- Visibility of plaza from primary thoroughfares
- Potential public art locations
- Plaza details, including paving, seating, lighting, furniture and focal point features
- Potential short-term to long-range implementation to envision iterations of this key space
- Ideas will range from temporary, low-cost solutions to permanent redesigned plazas spaces
- Preliminary programming and space planning needs

TASK 2.2: PLACEMAKING STRATEGIES/PROGRAMMING

In addition to the visioning concepts, our team will develop programming strategies, including recommendations for activating and populating the plaza throughout all stages/phases of its development and seasons. These strategies will relate to the Village's approach and impact on placemaking through a careful review of Village policies, ordinances, and funding. These strategies will begin to create the framework for an overall implementation approach that brands, markets, and programs this key space.

TASK 2.3: PRELIMINARY PLACEMAKING CONFERENCE CALL

Conduct a conference call with staff and advisory committee to review the preliminary placemaking concepts and strategies and prepare for the second Community Open House. All materials will be provided to staff and the committee in advance of the conference call. The call can include a web-component (such as GoToMeeting) to help in the review and discussion of materials. Locations, dates, and timing for the second visit will be finalized. Any input to the concepts and strategies will be incorporated into the final materials needed for the next visit.

TASK 2.4: STAFF + ADVISORY COMMITTEE MEETING (Mtg. #5)

The team will meet with Village staff and advisory committee to go through any final preparations for the Community Visioning Open House.

TASK 2.5: COMMUNITY VISIONING OPEN HOUSE #1 (Mtg. #6)

The Team will conduct an interactive Community Visioning Open House with Village leaders and residents/stakeholders to review our alternate placemaking concepts and strategies.

Following a presentation, which will include the prepared conceptual graphics and images, participants will be free to review concepts at their own pace. The different concepts will be organized into stations to offer opportunities for participants to provide feedback to the team. Members of the team will be circulating around the Open House to answer questions, engage in discussions, and listen to input.

Using the Intuiface program, Lakota will create an easy-to-use, interactive project interface that houses links to the project's social media pages and organizes key elements of the document for the general public to review. This can be loaded onto tablets or iPads and made available at the public meetings throughout the charrette to allow participants to navigate to specific areas of focus and create an exciting and engaging platform from which to communicate ideas. See pages 22-23 for an example of this program.

The Project Website will be updated with a Virtual Open House that will include the presentation and a survey to help attain additional input from stakeholders unable to attend the open house.

TASK 2.6: STAFF + ADVISORY COMMITTEE CONFERENCE CALL

Conduct a conference call with Village staff and the committee to discuss the summary memo. The memo will be revised based on input and made available to the public through the Project Website. The call can include a web component to help in the review and discussion of materials.

TASK 2.7 SITE DESIGN

Based on the input received during the second Community Open House, as well as direction provided by staff and the committee, the team will create preliminary design drawings for the plaza and review with the Village staff and Advisory Committee. Elements of the preliminary plan will address:

- Drainage + slope conditions
- Existing or planned public underground/overhead utilities
- Parking areas, crosswalks, pedestrian wayfinding, emergency, and delivery access
- Access and staging for special events, green room space for performances, temporary structures

- Location of power, water for on-site vendors
- Professional lighting, sound and projection systems
- Water feature/splash pad programming and size
- Ice rink
- Restrooms and equipment booth (for projection, sound, lighting, etc.)
- Staging for public markets and a variety of other events
- Crowd control devices for large events that expand beyond the grounds of the plaza area
- Shade structures, street and plaza trees, raised landscape planters, trash receptacles, on-site signage, crosswalks, night lighting, and security measures
- Interactive musical amenities and rotating exhibits
- Storage for bleachers, seating, umbrellas, tenting, area fencing and other furnishings and fixtures tied to the plaza
- Outdoor children's play environments
- Cultural or heritage features
- Interactive wayfinding or community event signage

Once the preliminary plan direction is approved, these drawings will be submitted to the Village, the Brand Leadership Team, and private property owners who will have properties fronting on the plaza for their review and consideration. The design will include four full-color renderings of the site in plan-view (overhead) and from street view locations. These will be provided in large-scale PDF formats so they are able to be printed and mounted on foam core boards for public display.

Additionally, preliminary site development budget numbers will be developed for the preferred scheme that illustrates order of magnitude costs for construction.

TASK 2.8: OPERATIONS + IMPLEMENTATION STRATEGIES

The Team will prepare an Implementation Matrix and priority actions. The matrix will organize specific tasks, timeframes, roles/responsibilities, and relative costs for achieving key placemaking objectives. Some of the items addressed in the matrix may include, but are not limited to:

- Programming elements
- Marketing and branding strategies for the plaza (at various stages)
- Priority level, time frames, and parties responsible for initiating key actions
- Key interrelationships/dependencies between projects and organizations

- Coordination and linkage with updated Village codes/ordinances and recommendations
- Integration of public financing tools the Village may need to consider achieving targeted objectives
- Organizational structure for maintenance, management, and programming (if applicable)

TASK 2.9: MARKETING ACTION PLAN

Prepare the draft Marketing Action Plan, which will include preliminary brand graphics for the plaza, signage and wayfinding for the plaza, advertising, and marketing concepts for programming.

TASK 2.10: STAFF + ADVISORY COMMITTEE CONFERENCE CALL

Conduct a conference call with staff and committee to review the draft plan. The call can include a web-component to help in the review and discussion of materials. The draft plan will be refined based on input provided.

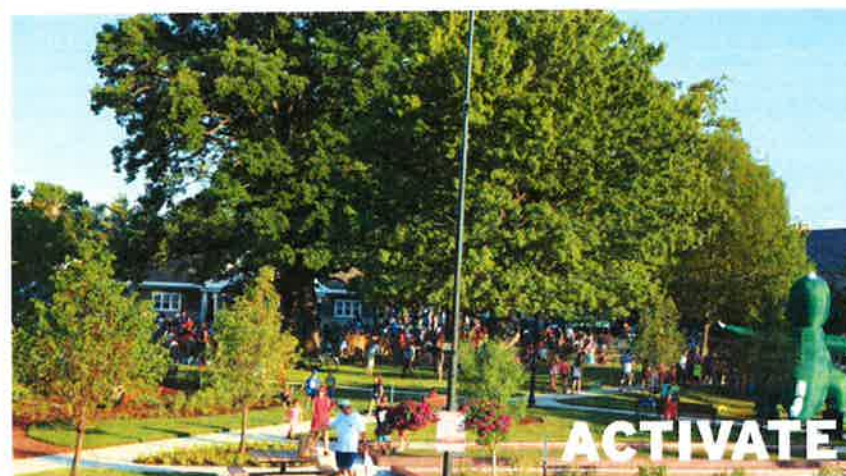
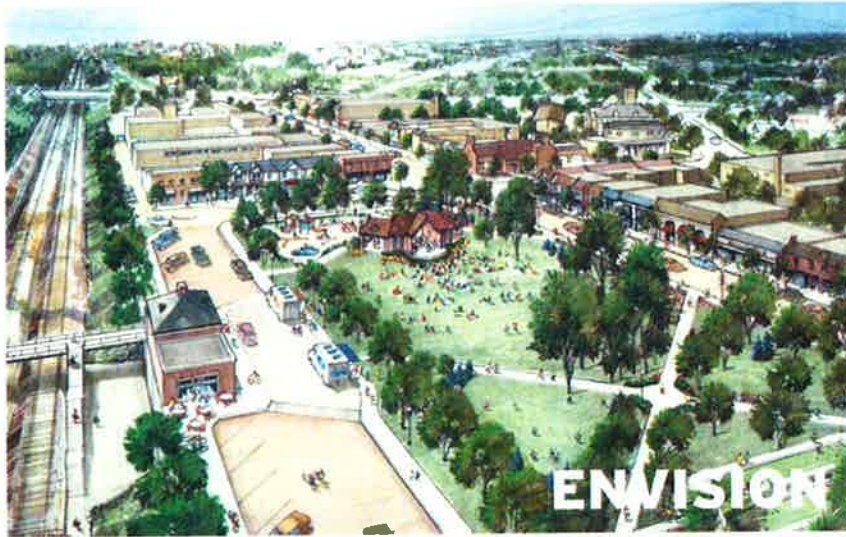
TASK 2.11: STAFF + ADVISORY COMMITTEE MEETING (Mtg. #7)

The team will meet with Village staff and advisory committee in the afternoon of the evening public presentation to go through any final preparations for the presentation to the final public presentation. We will also discuss next steps to implementation of some or all the plan components or initiatives.

TASK 2.12: FINAL PUBLIC PRESENTATION

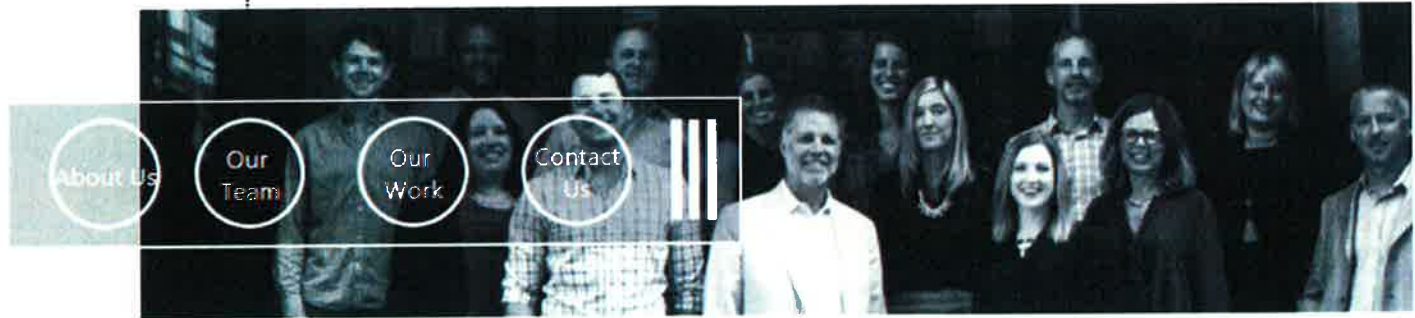
Present the Final preferred Placemaking/Public Plaza Plan to Village Council for review and comment.

Anticipated Phase 1 timeframe: 2-3 months.



HUBBARD WOODS PARK MASTER PLAN | WINNETKA, IL

USER TAPS NAVIGATION CHOICE



We are a team of talented designers, planners and communicators powered by a passion to offer creative solutions.

Our defining attribute is fostered through a team-based approach to project management centered on positive dialogue. Led by our drive to institute change in a sustainable way, Lakota associates abide by a process that combines critical thinking and community engagement.

The result? A practice that seeks to produce the most effectively efficient solutions, carefully balancing the real with the ideal.

Our quest is simple: we want to improve communities.





INTERACTIVE ELEMENTS: CAN SWIPE PHOTOS WITH FINGER TO SELECT

MEET OUR TEAM

**THE
LAKOTA
GROUP.**



WITH JUST A TAP CAN ACCESS MORE INFO, GRAPHICS + VIDEO



RETURN TO OUR TEAM

**THE
LAKOTA
GROUP.**

Scott Freres PLA, ASLA
President | 1993-Present

As the President and founder of The Lakota Group, Scott brings nearly 30 years of experience to both design and planning projects. As an industry leader in sustainable urban design, Scott has spoken at a multitude of conferences for various planning, recreation, and conservation organizations. Scott's ability to take a fresh, simple, and inclusive approach to problem solving has established The Lakota Group's reputation as a creative leader in the industry.

Experience

Years with Lakota: 23
Years of Practice: 29

Accreditations

Professional Landscape Architect
- State of Illinois

Signature Projects



Park Ridge Uptown Streetscape
Park Ridge, IL



Village Center Master Plan
Wilmette, IL



University of Notre Dame Irish Green
South Bend, IN



Skokie Playfields
Winnetka, IL

CREATE
WITH
INTUIFACE

**THE
LAKOTA
GROUP.**




**PROJECT
EXPERIENCE**

our projects...

envision the possibilities

envision the possibilities

and ultimately
create people places



THE LAKOTA GROUP.

Urban Design
Landscape Architecture



City Commons Park Ridge, Illinois

As part of a larger redevelopment of Uptown Park Ridge, Lakota devised an open space and streetscape design for City Commons. This key feature functions as a “front yard” for the landmark Pickwick Theater by framing an elliptical lawn on the opposite side of Prospect Avenue. The library’s main entrance is flanked by a new “reading garden” with enhanced paving materials, site furniture, landscape planting, site lighting, and signage inspired by the Art Deco architecture of the Pickwick Theater. The overall development addresses the pedestrian-oriented, downtown character of the Uptown District by providing new circulation that connects a highly-visible intersection to the new Uptown development across Touhy Avenue and the traditional main street that it borders.

Statistics

Start Date: 2005
Completed: 2007

Reference

Juliana Maller
Former Deputy City Manager of
Park Ridge

Village Manager
Village of Hanover Park

(630) 823-5600
jmaller@hpil.org

THE LAKOTA GROUP.

Planning
Urban Design

Community Engagement



St. Cloud Placemaking Plan St. Cloud, Minnesota

Lakota led a team that identified placemaking strategies and opportunities to enhance the community's quality of life. The process built upon several of the city's placemaking components mentioned in previous planning projects. The goal was to create a clear, documented, and shared vision for placemaking that would set the stage for private and public activities to better establish St. Cloud's "sense of place."

In addition to facilitating conversations with a range of stakeholders, such as property owners, city leaders, business owners, and citizens, Lakota used a short documentary-style video to educate participants about the placemaking process. In the end, Lakota developed a plan that will cultivate St. Cloud's vitality and sense of place through both short- and long-term placemaking initiatives.

The St. Cloud Placemaking Plan won a Merit Award for Communication from the Illinois Chapter of the American Society of Landscape Architects in 2015.

Statistics

Start Date: February 2013
Completed: November 2013

Reference

Jennifer Penzkover
St. Cloud Arts Commission Coordinator

(320) 650-3148
jennifer.penzkover@ci.stcloud.mn.us

THE LAKOTA GROUP.

Urban Design
Landscape Architecture



Marion Street Streetscape Design Oak Park, Illinois

Lakota developed plans to open Marion Street to two-way traffic in order to revitalize the deteriorated pedestrian mall in the center of Historic Downtown Oak Park. The overall plan links the mall to another new, pedestrian-friendly street that has several local businesses. The streetscape design focused on rejuvenating this well-known commercial center with a rich variety of materials and flexible outdoor gathering spaces. The design included natural stone, brick street/sidewalk paving, custom site furnishings, a central water feature, new plantings, and custom lighting. Sustainable design techniques, such as an under-sidewalk heat mat and a gray water storage system for irrigation, were used. The project has been integral to creating an active and vibrant commercial district, and has spurred additional streetscape enhancements and economic development within the downtown.

Lakota has received the following awards for the Marion Street project: Honor Award from the American Society of Landscape Architects Illinois Chapter; Gold Award for Implementation from the American Planning Association Illinois Chapter; Charter Award from the Congress of New Urbanism Illinois Chapter and Gold Award from the Brick Industry Association.

Statistics

Start Date: September 2006
Completed: November 2007

Reference

Loretta Daly
Business Services Manager
Village of Oak Park
(708) 358-5640
dalyl@oak-park.us



The Irish Green Of Notre Dame Notre Dame, Indiana

The University of Notre Dame Irish Green is a major new open space created on the south edge of campus along Edison Street. This 20-acre park provides a front door to the campus and a physical link between Notre Dame and South Bend's Northeast Neighborhood. Framed by the University's new Performing Arts Center, it complements the building's architecture with its simple, organic design. The Green was created as a place for students, local residents, and visitors to come together in an elegant setting and experience a variety of spaces, including multiple gardens, a shaded bosque, large playground, campus Christmas tree, donor recognition area, and performance/pep rally lawn. The same palette of materials (such as stone walls, outcropping stone boulders, brick paver banding, benches, and lighting) are used throughout these individual spaces to create a cohesive open space.

The Green was built in multiple phases over a period of three years to align with the University's budget and the desire to keep portions of the park open during the school year.

Statistics

Start Date: June 2009
Completed: June 2012

Reference

Doug Marsh
Vice President
Facilities Design and Operation
University of Notre Dame

(574) 631-4200
dmarsh@nd.edu

THE LAKOTA GROUP.

Planning
Urban Design
Landscape Architecture
Community Engagement



The Village of Homewood Downtown Open Space Plan Homewood, Illinois

The Lakota Group worked with the Village of Homewood to lead a study of Homewood's downtown and determine the feasibility of a new open space to serve the public. The needs and desires for the downtown area were determined by engaging project stakeholders and the local community. Based on that study's findings Lakota led a multi-disciplinary team through design and construction for two critical blocks of the downtown. The recently-constructed project includes flexible streets that can be used for community events, additional plantings, entry monuments, overhead tivolli lights, and a fire feature. Downtown Homewood's character was maintained and enhanced by highlighting an existing mural and designing monuments that reflect the art deco design of the existing village hall.

Statistics

Start Date: November 2013
Completed: May 2016

Reference

Jim Marino
Village Manager
Village of Homewood
jmarino@village.homewood.il.us

Our Allies.

Eddy Street Commons Master Plan (South Bend, Indiana)

Greg Hakanen, Director
Northeast Neighborhood Redevelopment
(574) 631-9979
ghakanen@nd.edu

Ashland Avenue BRT (Chicago, Illinois)

Benet Haller
Director, Chicago Dept. of Planning & Development
(312) 744-2850
c_benet.haller@cityofchicago.org

NOTO Arts District Master Plan (Topeka, Kansas)

Anita Wolgast
Co-Chair
NOTO Arts Center
(785) 408-8996

St. Cloud Placemaking Plan (St. Cloud, Illinois)

Jennifer Penzkover
St. Cloud Arts Commission Coordinator
(320) 650-3148
jennifer.penzkover@ci.stcloud.mn.us



“

The Lakota Group did an outstanding job of managing this highly complex and politically charged project. I appreciate the high quality services and deliverables that Lakota consistently provides, and would not hesitate to hire them again.

— Jason Navota

Fee Proposal

The Lakota Group has developed the following costs based on our project understanding and the work scope outline. Any additional meetings, presentations, or substantial changes to the approved design direction shall be considered an additional service and billed according to our current hourly rates.

Phases	
Phase 1: <i>Analyze + Engage/Downtown Land Planning</i>	\$33,400
Phase 2: <i>Envision + Implement</i>	\$42,500
Professional Fee Sub-Total	
	\$75,900
Expense Estimate (5%)	
	\$3,795
Total Project Cost	
	\$79,695

EXPENSES

- Reimbursable expenses will be billed at direct expense. Reimbursable expenses related to this project will include:
- Travel (mileage/tolls/parking/cabs/meals)
- Delivery (postage/messenger/express)
- Copying/Reproduction
- Computer Plots/Prints
- Miscellaneous (municipal documents, special reports, data)



THANK YOU

**THE
LAKOTA
GROUP.**

THE LAKOTA GROUP

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Floor 7
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thelakotagroup.com



MEMO

To: Marketing and Economic Development Committee

From: Donna Framke

Date: June 22, 2017

Subj: Branding update and style guide review

Please follow this link to view the draft copy of the Village's highly-anticipated, new Style Guide:

<https://spaces.hightail.com/receive/Pjk5Q6Wzyd/ZGZyYW1rZUB0aW5sZXlwYXJrLm9yZw>

This guide governs the use of the Village's new logo, colors, fonts and graphic elements. It also presents the new business cabinet (letterhead, proposed website landing page, templates) and design concepts. The marketing department anticipates beginning implementation immediately after your review.

At the meeting, we will review this guide and the other branding-related initiatives that you will see rolling out in the coming weeks and months.

MEMORANDUM



To: Economic Development and Marketing Committee

From: David Niemeyer, Village Manager *DN*

cc: Village Board
Pat Carr, Interim Assistant Village Manager
Donna Framke, Marketing Director

Date: June 23, 2017

Re: Cancel or reschedule Committee meetings

We would like to discuss whether the July 25th Economic Development & Marketing, Administration & Legal and Finance Committee meetings should be moved to another night or canceled. Trustee Berg and key staff members have a conflict that night.