



Agenda Item Executive Summary

AGENDA ITEM: Mo' Gyros BEDA grant application

BOARD OR COMMITTEE: Board

BUDGET IMPACT

Amount	\$2,105	Budgeted	\$250,000
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Fund: Incentives	Corresponding Activity Measure: BEDA grants made
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EXECUTIVE SUMMARY

Mo' Gyros is a family-owned and operated quick service restaurant located at 150 Bartlett Plaza in the Streets of Bartlett shopping plaza.

The Ramirez family opened the business in late 2023 with a sign featuring painted letters on a board with a white background. They were urged to update and improve their business sign to match the others in the renovated shopping center.

Mo' Gyros has upgraded to an internally illuminated channel letter sign at the cost of \$5,000. Deducting non-eligible BEDA costs including permitting, licensing, and bonding, the sign cost is \$4,210, resulting in a BEDA grant of \$2,105.

An amendment to the BEDA program in December 2023 included fast-tracking low-cost sign grants for signs costing \$8,000 or less, resulting in BEDA grants of \$4,000 or less. This is the first application to fall under those parameters. Therefore, the EDC did not review this request and it is being sent straight to the Village Board.

ATTACHMENTS (PLEASE LIST)

Memo, Mo' Gyros BEDA application

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Revisit, refine and execute the village's overall economic development incentives

Short Term (1-3 Years): Routine Complex

Long Term (3-5 Years): Routine Complex

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

MOTION: I move to approve a BEDA grant for Mo' Gyros' new sign in the amount of \$2,105, to be paid when proof of payment is submitted.

Staff: Tony Fradin, Economic Development Coordinator

Date:

August 22, 2025

ECONOMIC DEVELOPMENT MEMORANDUM

DATE: August 22, 2025
TO: Paula Schumacher, Village Administrator
FROM: Tony Fradin, Economic Development Coordinator
RE: Mo' Gyros BEDA Application

APPLICANT: Karen Ramirez, owner/operator of Mo' Gyros at 150 Bartlett Plaza

BACKGROUND: Karen Ramirez and her family opened Mo' Gyros in Bartlett Plaza in late 2023. Their quick service restaurant is a quintessential small family-run business with her father, Frankie, as the main chef. Their fare consists of comfort food items like burgers, gyros, salads, chicken sandwiches, hot dogs, Italian beef, and more.

When they opened over a year-and-a-half ago, they erected a sign with painted letters on a board with a white background.



To improve the exterior appearance of their business and meet the sign standards for Streets of Bartlett, Mo' Gyros recently upgraded to a more attractive internally illuminated channel letter sign.



Mo' Gyros is a tenant in Streets of Bartlett shopping plaza and has provided verification of their lease along with permission from the landlord to proceed with this project.

RECOMMENDATION:

One of the amendments made to the BEDA program in late 2023 was to fast-track low-cost sign grants for those costing \$8,000 or less, resulting in grants of \$4,000 or less.

This is the first one to fall under those parameters, therefore it has not been presented to the EDC for review.

The total cost of the project was \$5,000, however the costs associated with permitting, licensing, and bonding are not considered eligible; therefore, the eligible project cost for Mo' Gyros' new sign is \$4,210. Fifty percent of that results in a BEDA grant of \$2,105.

MOTION:

I move to approve a BEDA grant to Mo' Gyros in the amount of **\$2,105** in support of their new sign, to be paid upon submittal of proof of payment.

Applicant Information

[Edit](#)

Is the Applicant the Primary Contact for the Project?*

Yes

Applicant is or will be*

Tenant

Number of years in business*

1

Number of years in Bartlett*

1

Contact name for applicant's agent or architect

Victor Perez (viva signs inc)

Property Information

[Edit](#)

The property is . . . (check all that apply)

Retail

Restaurant

Other

Number of businesses on site:*

1

Size of building (dimensions or square feet)*

58' x18'

Stories in building:*

1

Number of parking spaces on property:*

6

Amount of last real estate taxes paid:*

Na

Property Tax Index Number(s) (PIN)*

County*

Na

Cook

Project Information

[Edit](#)

Total anticipated cost \$:*

5000

Project scope:*

The builder will be removing the temporary sign in place. Next he will create a Channel Letter
Led Internally Illuminated
Mounted to Raceway
Logo Shape LED Screw
Mounted to Wall
Cabinet Box LED Internally
Illuminated Screw Mounted to
Wall. The builder then will install the new sign cleaning up the face of the business and
overall giving a better look.

Affidavit

[Edit](#)

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

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

I understand that all improvements made through the help of BEDA must be in accordance with all Village plans and codes. Moreover, as a condition of approval, I understand the Village may require changes to the scope of work I am proposing.

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

I also understand that if selected for this program, the Village will establish a maximum grant award for the project. I also understand that if selected for this program, I will be required to enter into an Economic Incentive Agreement with the Village governing the terms and conditions of the BEDA grant award, and that the Village will not issue any grant funds unless and until I have fully executed the Economic Incentive Agreement in the form required by the Village.

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

I acknowledge that the project is to be completed within 12 months, and that an extension request must be made in writing by the applicant and presented for approval to the Grant Administrator, EDC, or Village Board if necessary.

I acknowledge that if the final costs come in less than what was estimated to determine the reimbursement amount, then the grant amount would be reduced accordingly.

I acknowledge that the Village will perform a background check on myself and the other owners of my business, and I hereby agree to provide the Village with all necessary authorizations to conduct such background checks. I also acknowledge that my business must hold a valid, current business license issued by the Village and that my business must be current on all payments due to the Village in order to be eligible to receive any BEDA grant funds.

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

Digital Signature - I agree that my electronic signature is equivalent to a handwritten signature and is binding for all purposes related to this transaction*



Karen Edith
Ramirez
Apr 3, 2025

VIVA SIGNS INC
 5441 S Nordica Ave
 Chicago, IL 60638 US
 +13129296805
 victor70@me.com
 vivasigns.net



INVOICE

BILL TO
 Karen Ramírez
 Mo gyros llc
 150 Bartlett Plz. Bartlett, IL
 60103

SHIP TO
 Karen Ramírez
 Mo gyros llc
 150 Bartlett Plz. Bartlett, IL
 60103

INVOICE # 1590
DATE 03/08/2025
TERMS 50 % DEPOSIT

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	3D Letters	Channel Letter Led Internally Illuminated Mounted to Raceway Logo Shape LED Screw Mounted to Wall Cabinet Box LED Internally Illuminated Screw Mounted to Wall See attached Exhibit (A)	1	4,590.00	4,590.00
	Full Permit	Village Drawing Bond Licence Sign Contractor: Sign Licence Electrician to connect only	1	790.00	790.00
	Sales	Disount		-380.00	-380.00
	Sales	Zelle deposit \$1000 3/10/2025			

Viva Signs terms	TOTAL	5,000.00
	DEPOSIT	1,000.00
	BALANCE DUE	\$4,000.00

- * 1 year company warranty labor
- * We are 100% Insured and bonded company - We provide proof of it up on your request
- * No Cancelation or Refunds after approval or deposit
- * Permits are Prepaid
- * 3 Weeks FOR SIGN and 7 weeks for the led panel turn around time after permit or approval faster if time weather permits we won't installed under 20 Degrees or extreme weather condition

PERMITS ARE \ INCLUDED IN THE PRICE

Owner Approval _____ Date _____

I x MARY RESID Allow The
Tenant x Karen Ramirez To have
a Contractor install and perform
the project of (Led sign). This
Letter is only granting permission
for profesional installation only.

04/03/25

C
Na
CARD

Clover ID
Payment A

C
https://

\$8.
58.41