



We are writing to formally request an extension of the completion deadline for the Hotel Royer Tapestry Collection by Hilton in Urbana, IL. We are requesting an extension for 10 months until Dec 31, 2024. Due to unforeseen challenges, we find ourselves facing difficulties in meeting the current completion date. It was the policy of Icon Hospitality to always request the minimum amount of time necessary and as such we have come to the City council in a piecemeal fashion attempting to always open in the allotted time. However, due to hurdles with receiving elevator equipment in time we are in need of an additional extension. To ensure the preservation and restoration of this historic landmark are carried out with the utmost care and attention to detail, we are seeking an extension of 10 months until Dec 31, 2024 year.

The restoration of this property was an immensely challenging endeavor that most developers would not be willing to undertake. There are two buildings each that were constructed at different times with the original built in 1923 and the extension in the 1980s. New challenges presented themselves as the construction progressed. These challenges have to be addressed by the experts including architecture/interior design, MEP, Hilton, and the General Contractor. Each of these challenges of working on a 100 year old building requires extensive effort. The property had not been properly updated in over 38 years. There has still been significant progress made upgrading all 131 guest rooms and public space/exterior of the property with the bulk of the renovation work completed during the COVID-19 pandemic.

It is clear that we are near the finish line and the final hurdle points preventing opening are mainly the elevator modernization, kitchen, and final furniture/finishing installs in the public space (to be completed when large equipment has been installed). The elevator systems are being modernized; a process which is highly complicated requiring procurement of equipment and parts from numerous suppliers and the contracting of experienced elevator service professionals. There are shortages of the elevator equipment needed. Removing the old elevator equipment and installing new elevator equipment is a very complex process. Elevator equipment lead times have skyrocketed in recent time due to the pandemic prolonging elevator modernization supply chain issues. Numerous hotel construction projects across the country are delayed due to the current situation with elevator modernizations. We are waiting for the final install of the remaining large equipment before completing the final furniture and finishings installs in the public space to ensure that the final furniture pieces and finishings do not get damaged during the process of

large equipment being moved into the hotel. We are working on completing our list of minor outstanding work as well throughout the property and awaiting completion of inspections.

We believe that this extension will allow us the necessary time to address the challenges we have encountered, maintain the high standards required for historical preservation, and ultimately deliver a finished product that will stand as a testament to our commitment to preserving the rich history of this hotel. Icon Hospitality does not take these requests lightly and only makes such requests when it is absolutely necessary.

We understand the importance of adhering to project timelines and the significance of completing the construction in a timely manner. Not during a single week, has the construction for this project paused in any regard. Every day that the hotel is not open causes significant additional expense burden to the developer. The TIF incentive does not materialize until the hotel actually opens. Therefore, we assure you that we will make every effort to expedite the remaining construction phases and deliver the completed project by the extended deadline.

We kindly request your understanding and support in granting this extension, and we are committed to completing this project. Thank you for your time and consideration.



Hotel Royer Tapestry Collection by Hilton Critical Path to Completion

Exterior

- Items to complete:
 - a. Stain porte cochere ceiling
 - b. Install Tapestry plaque, monument sign, and other signage
 - c. Landscaping
 - d. Patio pergola
 - e. Clean up of all the exterior

Main Lobby

- Items to complete:
 - a. Install glass railings and handrails
 - b. Install of interior signage and artwork
 - c. Furniture/case goods install
 - d. Front desk equipment installs
 - e. Install curtains

Camelot Hall

- Items to complete:
 - a. Install of wallcoverings
 - b. Install of window curtains
 - c. Staining of wood flooring
 - d. Install of artwork

Main Ballroom/prefunction

- Items to complete:
 - a. Install service bar countertops and equipment
 - b. Install of furniture
 - c. Install of screens and locks

Fitness Center

- Items to complete:
 - a. Install fitness center equipment

Bar/upper lobby

- Items to complete:
 - a. Install bar equipment

- b. Install of furniture and fixtures

Kitchen

- Items to complete:
 - a. Install of kitchen equipment and POS equipment
 - b. Waiting for approval of closing kitchen cook area ceiling

Restaurant

- Items to complete:
 - a. Install of furniture and fixtures
 - b. Install of window curtains

Guest Rooms

- Items to complete:
 - a. Install of corridor artwork and room signs
 - b. Install of window curtains

Elevators

- Modernization of elevator equipment for hydraulic and two traction elevators including equipment install and interior fit out of cabs

General Items

- Basement carpet install
- Completion of employee washrooms, fixtures, etc
- Completion of pool work including plastering and water fill
- Completion of pool bathrooms
- Public space locks

Other Installs:

- WiFi Integration
- TV integration
- OnQ/Stay connected:: Hilton PMS
- Lock integration
- Laundry equipment install

From: "McMahon"
Sent: Wed, 13 Dec 2023 11:47:16 -0600
To: "Mitten, Carol" <cjmitten@urbanaininois.us>; "Diane Marlin, Mayor" <marlindiane@gmail.com>; "Smith, Kimberly" <kismith@urbanaininois.us>; "Hanson, Nicholas" <nphanson@urbanaininois.us>
Subject: Hotel Royer update and request for extension
Attachments: HOTEL ROYER UPDATE 12-12-23.docx

I met with Joseph Prior yesterday afternoon. The notes from our conversation are on the attached.

Please let me know next steps for this process.

Stepheny McMahon
Economic Development Supervisor

Community Development Services Department | City of Urbana
400 S. Vine | Urbana, Illinois 61801
217.328-8274

Under the Illinois Freedom of Information Act (FOIA), any written communication to or from City of Urbana employees, officials or board and commission members regarding City of Urbana business is a public record and may be subject to public disclosure.

From: "Diane Marlin" <marlindiane@gmail.com>
Sent: Fri, 15 Dec 2023 12:49:38 -0600
To: "Marlin, Diane" <dwmalin@urbanaillinois.us>
Subject: Fwd: Hotel Royer update and request for extension
Attachments: HOTEL ROYER UPDATE 12-12-23.docx

***** Email From An External Source *****

Use caution when clicking on links or opening attachments.

Begin forwarded message:

From: "McMahon, Stepheny" <slcmahon@urbanaillinois.us>
Date: December 13, 2023 at 11:47:18 AM CST
To: "Mitten, Carol" <cjmitten@urbanaillinois.us>, "Diane Marlin, Mayor" <marlindiane@gmail.com>, "Smith, Kimberly" <kismith@urbanaillinois.us>, "Hanson, Nicholas" <nphanson@urbanaillinois.us>
Subject: Hotel Royer update and request for extension

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From: "McMahon"
Sent: Mon, 8 Jan 2024 11:55:40 -0600
To: "Joseph Prior" <jprior@marquis-ventures.com>
Subject: Hotel Royer next steps

Hi Joseph,

Thanks for coordinating the meeting last week with Hilton. It was good information. Moving forward here is what we need:

1. A written request for an extension which should include
 - a. How long the extension should last
 - b. A plan for finishing the project with timeline including detailed information on what needs to be accomplished on the elevators
2. Dates for tours when city council members can tour again. They need to tour all floors and see everything top to bottom.

We need to do all of this pretty quickly if we intend to go back to council before the current agreement expires.

Please let me know if you have any questions.

Steph

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From: "Joseph Prior" <jprior@marquis-ventures.com>
Sent: Wed, 10 Jan 2024 11:27:41 -0500
To: "McMahon, Stepheny" <slmcmahon@urbanaininois.us>
Cc: "Joseph Prior" <jprior@marquis-ventures.com>
Subject: Re: Hotel Royer next steps
Attachments: Extension Request Urbana Jan 2024-2.pdf, City of Urbana Timeline-2 (1).pdf

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Good morning Stepheny,

Please see attached the documents you requested. Please let me know if you have any questions. Could you let me know what dates work for you to tour the hotel so I can plan accordingly?

Thank you,

Joseph Prior
**Corporate Director of
Operations & Development
MARQUIS VENTURES**



jprior@marquis-ventures.com
[847.226.9383](tel:847.226.9383)
marquis-ventures.com
Direct: (847) 226.9383

On Mon, Jan 8, 2024 at 12:55 PM McMahon, Stepheny <slmcmahon@urbanaininois.us> wrote:

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From: "McMahon"
Sent: Wed, 10 Jan 2024 10:46:41 -0600
To: "Joseph Prior" <jprior@marquis-ventures.com>
Subject: RE: Hotel Royer next steps

Thanks Joseph. At the end of the first paragraph could you update the year to 2024? It currently says 2023. Once you resend I'll share with Carol & the Mayor.
Steph

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From: Joseph Prior <jprior@marquis-ventures.com>
Sent: Wednesday, January 10, 2024 10:28 AM
To: McMahon, Stepheny <slmcmahon@urbanaininois.us>
Cc: Joseph Prior <jprior@marquis-ventures.com>
Subject: Re: Hotel Royer next steps

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From: "Joseph Prior" <jprior@marquis-ventures.com>
Sent: Wed, 10 Jan 2024 12:42:57 -0500
To: "McMahon, Stepheny" <slmcmahon@urbanaininois.us>
Subject: Re: Hotel Royer next steps
Attachments: Extension Request Urbana Jan 2024-4.pdf

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Oops my bad, please see attached.

Thank you,

Joseph Prior
**Corporate Director of
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From: "McMahon"
Sent: Wed, 10 Jan 2024 11:56:05 -0600
To: "Marlin, Diane" <dwmalin@urbanaininois.us>; "Mitten, Carol" <cjmitten@urbanaininois.us>
Subject: Hotel Royer formal extension request
Attachments: City of Urbana Timeline-2 (1).pdf, Extension Request Urbana Jan 2024-4.pdf

Attached please find the Hotel Royer extension request letter and timeline of work that needs completed.

Kate has set up a Doodle Poll to confirm dates that council members are available to tour the hotel.

Steph

Stephony McMahon
Economic Development Supervisor

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