



DATE: Thursday, February 8, 2024
TIME: 3:00 pm
PLACE: 400 South Vine Street, Urbana, IL 61801

AGENDA

- A. Call to Order**
- B. Introduction of JRB Members**
- C. Selection of Public Member**
- D. Selection of Chairperson**
- E. Review of Minutes**
 - A. February 9, 2023 draft minutes**
- F. Public Comment**
- G. Overview of TIF Activities and Projects**
- H. Comments and Questions**
- I. Adjournment**

PUBLIC INPUT

The City of Urbana welcomes Public Input during open meetings of the City Council, the City Council's Committee of the Whole, City Boards and Commissions and other City-sponsored meetings. Our goal is to foster respect for the meeting process, and respect for all people participating as members of the public body, city staff, and general public. The City is required to conduct all business during public meetings. The presiding officer is responsible for conducting those meetings in an orderly and efficient manner. Public Input will be taken in the following ways:

Email Input

In order to be incorporated into the record, emailed public comments must be received prior to 5:00 pm on the day preceding the meeting and sent following email address: slmcmahon@urbanaininois.us .

The subject line of the email should include “PUBLIC INPUT”, the board/commission name, and the meeting date. Emailed public comments labeled as such will be incorporated into the public meeting record, with personal identifying information redacted.

Written Input

Any member of the public may submit their comments addressed to the members of the public body in writing. If a person wishes their written comments to be included in the record of Public Input for the meeting, the writing should so state. Written comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted).

Verbal Input

Protocol for Public Input is one of respect for the process of addressing the business of the City. Obscene or profane language, or other conduct that threatens to impede the orderly progress of the business conducted at the meeting is unacceptable. Public comment shall be limited to no more than five (5) minutes per person. The Public Input portion of the meeting shall total no more than two (2) hours, unless otherwise shortened or extended by majority vote of the public body members present. The presiding officer or the city clerk or their designee, shall monitor each speaker's use of time and shall notify the speaker when the allotted time has expired. A person may participate and provide Public Input once during a meeting and may not cede time to another person, or split their time if Public Input is held at two (2) or more different times during a meeting. The presiding officer may give priority to those persons who indicate they wish to speak on an agenda item upon which a vote will be taken. The presiding officer or public body members shall not enter into a dialogue with citizens. Questions from the public body members shall be for clarification purposes only. Public Input shall not be used as a time for problem solving or reacting to comments made but, rather, for hearing citizens for informational purposes only. In order to maintain the efficient and orderly conduct and progress of the public meeting, the presiding officer of the meeting shall have the authority to raise a point of order and provide a verbal warning to a speaker who engages in the conduct or behavior proscribed under “Verbal Input”. Any member of the public body participating in the meeting may also raise a point of order with the presiding officer and request that they provide a verbal warning to a speaker. If the speaker refuses to cease such conduct or behavior after being warned by the presiding officer, the presiding officer shall have the authority to mute the speaker’s microphone and/or video presence at the meeting. The presiding officer will inform the speaker that they may send the remainder of their remarks via e-mail to the public body for inclusion in the meeting record.

Accommodation

If an accommodation is needed to participate in a City meeting, please contact the City at least 48 hours in advance using one of the following methods:

Phone: 217.384.2455

Email: hro@urbanaininois.us

Minutes of Annual Meeting

TAX INCREMENT FINANCE JOINT REVIEW BOARD

Date: Thursday, February 9, 2023

Time: 3:00 p.m.

Place: Urbana Council Chambers, 400 South Vine, Urbana, IL 61801

MEMBERS PRESENT: Hon. Diane S. Wolfe Marlin, Mayor, City of Urbana
Tim Bartlett, Executive Director, Urbana Park District
Kim Gollings, Community Development Director, Habitat for
Humanity Champaign County
Lorrie Pearson, Executive Director, Champaign County Forrest
Preserve
Steve Summers, County Executive, Champaign County
Jennifer Ivory Tatum, Superintendent, Urbana School District
Michelle Wright, Finance Director, CUMTD

STAFF PRESENT: Stepheny McMahon, Economic Development Supervisor
Darius White, Economic Development Coordinator

I. CALL TO ORDER

The meeting was called to order at 3:01 pm. by Darius White, and a quorum of the Joint Review Board members was declared to be present.

II. ROLL CALL OF TAXING DISTRICT REPRESENTATIVES AND PUBLIC MEMBER

Roll was called with the members listed above all present.

III. APPOINTMENT OF NEW PUBLIC MEMBER

A motion was made by Steve Summers to nominate Kim Gollings as the public member and seconded by Dr. Jennifer Ivory Tatum. Roll was called and the motion passed.

IV. SELECTION OF CHAIRPERSON BY MAJORITY VOTE

A motion was made by Steve Summers to select Mayor Diane Marlin as the chairperson and seconded by Tim Bartlett. Roll was called and the motion passed.

V. REVIEW OF MINUTES from the February 24, 2022 annual meeting

A motion was made to approve the minutes by Lorrie Pearson and seconded by Tim Bartlett. There were no changes to the minutes. Roll was called and the motion passed.

VI. REVIEW OF MINUTES from the June 21, 2022 special meeting

A motion was made to approve the minutes by Lorrie Pearson and seconded by Tim Bartlett. There were no changes to the minutes. Roll was called and the motion passed.

VII. PUBLIC COMMENT

There was no public comment.

VIII. OVERVIEW OF TIF ACTIVITIES AND PROJECTS

Ms. McMahon gave a general overview of TIF practices and then shared revenue, expenditures and balances of TIF 2, TIF 4, and Central TIF as outlined in the 2022 TIF JRB Report.

IX. ADJOURN JOINT REVIEW BOARD MEETING

The meeting was adjourned at 3:23 pm by Mayor Marlin

Respectfully submitted,

Stepheny McMahon, TIF Administrator



TO: TIF Joint Review Board Members
FROM: Stepheny McMahon, Economic Development Supervisor & TIF Administrator
DATE: February 8, 2024
RE: **Summary of Activities in All TIF Districts for Fiscal Year 2023**

The following is a summary of the projects and activities that took place in the TIF districts during Fiscal Year 2023, covering the period of July 1, 2022, through June 30, 2023.

TIF District Two

Expired December 31, 2022

Beginning Balance:	\$ 2,266,825
Revenues FY2023:	\$ 753,471
Expenditures FY2023:	\$ 192,767
Transfers out	\$ 2,827,529
End Balance:	\$ 0

TIF 2 started in 1986 with an Equal Assessed Value of \$9,834,200. The EAV as of 2022 is \$19,127,370.

Business Assistance

Five Points Northwest (Gateway Shoppes)

In February 2005, the City of Urbana entered into a Redevelopment Agreement with Five Points Realty, LLC for the redevelopment of the property at the northwest corner of Cunningham and University Avenues, now known as the Gateway Shoppes. During the first phase of the project, the developer constructed a 15,000 square foot shopping center and facilitated the development of four outlots now occupied by Jimmy John's, the University of Illinois Community Credit Union, Panda Express, and Wendy's. The shell of the 15,000 square foot retail building was completed with 18 units. The City's obligation was to make property tax rebate payments to Gateway Shoppes until the closing of TIF Two. A final payment of \$102,849.50 was paid to Five Points West in FY2023.

The last \$3,000 Business Development Grant before closing the program was issued to Soo Qeong for her retail shop, Moduwa Boutique. Moduwa, a second hand resell store, is located in the corner of Five Points East Commerce Center.

Other Activities

The City expended \$36,917 on personnel and contractual services for TIF administration and \$50,000 to write-off a loan from 2004. Prior to the expiration of TIF 2, the final balance of \$2,827,529 was ported to Central TIF

TIF District Four

Expires December 31, 2025

Beginning Balance:	\$ 4,550,918
Revenues FY2023:	\$ 1,766,441
Expenditures FY2023:	\$ 526,072
End Balance:	\$ 5,791,287

TIF 4 started in 2001 with an Equal Assessed Value of \$7,334,900 and as of 2022 the EAV has reached \$24,330,710.

Per the ongoing intergovernmental agreement, \$191,891.51 was reimbursed to the Urbana Park District for eligible park improvements.

\$168,785.24 was reimbursed to the Urbana School District for expenditures used to train students in vocational trades.

Other Activities

The City expended \$34,154 in marketing and promotional services. An additional \$94,179 was expended on personnel services for TIF administration and projects. And finally, \$37,051 was spent on shared use highway improvements on Cunningham Avenue with the State of Illinois.

Central TIF District

Expires December 31, 2040

Beginning Balance:	\$ 322,607
Revenues FY2023:	\$ 684,109
Expenditures FY2023:	\$ 482,696
Transfers in FY2023	\$ 2,827,195
End Balance:	\$ 3,351,215

When created in 2016, Central TIF had an Equal Assessed Value of \$11,720,470 and the EAV as of 2022 is

\$18,996,880.

Business Assistance

In FY2023, The City rolled out a new Signage Grant program whereby the City matches up to \$3,000 for new signage within a TIF District or Philo Road Business District. Goals for this program were to support all businesses, new and existing, to help improve the appearance of Urbana business corridors by installing professional signage throughout. The following businesses applied for and received new signs this past year:

- \$513.46 Beard Culture
- \$1,098.73 Casablanca Bazar LLC
- \$725.00 Grow5 LLC
- \$1,714.29 Gargoyle Technologies
- \$1,700.87 Best of Africa

MCDJ LLC – Best of Africa Food Store

MCDJ LLC applied for a TIF RIP grant to develop the west end of the building located at 208 W. Griggs Street into Mamma’s African Kitchen restaurant and event space. MCDJ was reimbursed \$35,000 for eligible expenses via a TIF Redevelopment Incentive Program (TIF RIP) grant.

Fish Alley (133 W. Main Street)

Property owner, Elizabeth Hunter, completed work on the street level space of the historic building at 133 W. Main which has been leased to The Main Scoop, an ice cream shop which is a welcome addition to Urbana’s downtown. Elizabeth submitted receipts for eligible expenses for which she received a 20% reimbursement up to a maximum of \$35,000 of which \$29,719.94 was paid in FY2023. The balance was paid in FY2024.

Cohen Building (136 West Main Street)

In FY2016-17 the City executed an agreement with D&E Enterprises, LLC for the renovation of 136 West Main Street. D&E Enterprises purchased the property in July 2016 and planned to renovate the building into a first floor restaurant, with additional restaurant, office, or apartment space on the second story. In FY2019, the developer signed a lease for a new Japanese restaurant which was delayed in opening. Cohen was reimbursed \$77,925 in FY22 for eligible expenses after which the City amended the agreement with the developer ascertaining that the only remaining phase of the project eligible for reimbursement was the new restaurant. Per the amended agreement, the D&E Enterprises was eligible for a payment of \$56,925 or 15% of expected eligible costs to complete Phase IV of the project. The developer is also eligible to receive two additional payments of \$20,750 each split over two years so long as the restaurant, Sakura, remains open per the terms of the amended agreement. The first payment was issued in 2023. Owner, Dan Maloney, has leased the whole second floor to the City of Urbana Human Resources Department and continues to seek tenants for the basement speakeasy and smaller first floor spaces.

The Independent Media Center (IMC) applied for a TIF RIP in 2020 and received a reimbursement for expenses of \$1,102.50 before the project was put on hold due to the pandemic. At the city’s request, the IMC reapplied to complete the project which improved accessibility to the lower level and updated their HVAC. In FY2023, they received reimbursements of \$9,652.85 and \$24,244.65, 20% of their eligible expenses upon the

successful completion of the project.

Other Activities

From Central TIF, \$118,451 was expended for personnel, training and planning, \$28,987 for advertising/marketing and public education, \$11,977 for architectural and engineering services and \$69,900 for other contractual services a small portion of which included a portion of the contract signed with McKenzie Wagner to develop a downtown Urbana marketing campaign, “It’s a Vibe”, which will be rolling out in 2024.

The City spent \$127,253 on the Downtown Public Realm study which included hiring Chicago based, Confluence, to gather public input through focus groups and meetings, analyze the city’s assets and make recommendations of “Lighter, Quicker, Cheaper” ideas to try before investing in long term infrastructure improvements. A staff working group was developed to brainstorm ideas that would support stakeholder’s suggestions for connecting Market at the Square patrons to downtown businesses, mixed-use development, and downtown activation including arts and events for the public to enjoy.

Continuing Projects

Urbana Landmark Hotel (210 South Race Street)

The City entered into a redevelopment agreement with Marksons Affiliates, LLC in June of 2019 for the renovation of the Urbana Landmark Hotel into a Tapestry by Hilton-branded hotel at a minimum construction cost of \$15 million. The agreement was assigned to Icon Hospitality, LLC in 2020, upon sale of the property. Upon successful completion of the project, the City plans to borrow funds internally to reimburse the developer \$5.5 million. The City will then pay itself back with new tax revenues generated by the project including TIF property taxes, hotel/motel taxes, and sales taxes. The renovation is expected to fully reactivate all areas of the hotel including the great hall, conference center and restaurant/bar. At the request of the developer, the City approved an extension agreement whereby construction began on July 1, 2021, one year later than originally planned.

In November of 2022 the City received another extension request from Icon Hospitality citing ongoing supply chain disruptions and delays due to the COVID-19 pandemic. Upon review of the revised construction timeline, the City agreed and passed an eight month extension, (26) months in total from the original commencement date, targeting an opening date of August 1, 2023 or sooner.

Continued delays and supply chain disruptions led to a third request for extension being granted in 2023 pushing the required opening date to February 2024. Unfortunately, more delays have most likely led to a fourth extension request but the City is optimistic the wait will be worth it once the grand opening occurs.

H-Mart

Expect to see movement at 220 N. Broadway, as H-Mart is beginning work to retro-fit the old Save-A-Lot into a premier Asian grocery store. The first of this brand south of Chicago, Urbana is excited to welcome H-Mart and the many customers they will attract to downtown.