

ORDINANCE NO. 19-11-01

VILLAGE OF PRINCEVILLE, ILLINOIS

APPROVING AND ADOPTING  
PRINCEVILLE TIF DISTRICT I  
COMMERCIAL EXTERIOR BEAUTIFICATION  
AND RENOVATION PROGRAM

ADOPTED BY THE PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF PRINCEVILLE, PEORIA COUNTY, ILLINOIS,  
ON THE 19<sup>TH</sup> DAY OF NOVEMBER, 2019.

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**WHEREAS**, the Village of Princeville, Peoria County, Illinois (the "Village") is an Illinois Municipality; and

**WHEREAS**, pursuant to Illinois Statute 65 ILCS 5/8-1-2.5 the Village has the authority to appropriate and expend funds for economic development purposes; and

**WHEREAS**, the statutes of the State of Illinois by the "Tax Increment Allocation Redevelopment Act," 65 ILCS 5/11-74.4 *et seq.*, hereinafter referred to as the "TIF Act," provides that municipalities may create within their corporate boundaries Tax Increment Financing ("TIF") District Redevelopment Project Areas, Plans and Projects and to amend them from time to time; and

**WHEREAS**, on April 20, 1993, the Village by its duly elected President and Board of Trustees heretofore adopted a TIF District Redevelopment Plan Area, and Projects pursuant to the TIF Act known as Princeville TIF District I ("**TIF District I**"); and

**WHEREAS**, in 2006 Princeville TIF District I was legislatively extended for an additional twelve (12) years, for a total of thirty-five (35) years, through tax year 2028 payable 2029; and

**WHEREAS**, in furtherance of the goals and objectives of TIF District I Redevelopment Plan, the Village now proposes to establish a commercial exterior beautification and renovation program called the "*Princeville TIF District I Commercial Exterior Beautification and Renovation Program*" (the "Program" and hereto attached as **Exhibit 1**) to promote improvements to commercial storefronts and the sides of commercial buildings which face Village streets and are located within TIF District I; and

**WHEREAS**, upon approval of this Ordinance, the Village proposes to allocate an amount not to exceed **Twenty Thousand and 00/100 Dollars (\$20,000.00)** within the TIF District I Special Tax Allocation Fund during Fiscal Year 2020, ending on April 30, 2020, for the purpose of providing grants to property owners and/or business owners undertaking TIF eligible redevelopment projects as allowed under the Program; and

**WHEREAS**, commencing with Fiscal Year 2021, beginning on May 1, 2020 and ending on April 30, 2021, and continuing for each Fiscal Year thereafter through the end of the life of TIF District I, the Village proposes to allocate an amount not to exceed **Fifty Thousand and 00/100 Dollars (\$50,000.00)** per year within the TIF District I Special Tax Allocation Fund for the purpose of providing grants to property owners and/or business owners undertaking TIF eligible redevelopment projects as allowed under the Program; and

**WHEREAS**, upon approval of this Ordinance, the Village proposes to terminate the "*Project Revitalization of Business Program*" that was approved by Ordinance 06-05-03 on May 1, 2006; and

**WHEREAS**, all applications for the Program must relate to property located within TIF District I and shall be reviewed by the Village of Princeville TIF Committee in advance of final review and approval by the Village Board of Trustees; and;

**WHEREAS**, said grants provided under the Program in each fiscal year shall be issued and/or expended for verified TIF eligible project costs for eligible projects completed on or before April 30<sup>th</sup> thereof; and

**WHEREAS**, the Village Board of Trustees has determined that the Program will help to eliminate blight and improve the economic utilization of the area as set forth in the Program and is in the best interests of the citizens of the Village of Princeville.

**NOW, THEREFORE, BE IT ORDAINED BY THE CORPORATE AUTHORITIES OF THE VILLAGE OF PRINCEVILLE, PEORIA COUNTY, ILLINOIS, THAT:**

1. The *“Princeville TIF District I Commercial Exterior Beautification and Renovation Program”* (the “Program”) hereto attached as ***Exhibit 1*** is hereby approved and shall be automatically renewed each year until the end of the life of TIF District I or until such time as the Program is amended or funding allocated to the Program is no longer available, whichever occurs first.
2. The Village of Princeville is hereby authorized and directed to set aside and allocate an amount not to exceed **Twenty Thousand and 00/100 Dollars (\$20,000.00)** within the TIF District I Special Tax Allocation Fund during Fiscal Year 2020, ending on April 30, 2020, for the purpose of providing grants to property owners and/or business owners undertaking TIF eligible redevelopment projects as allowed under the Program.
3. Commencing with Fiscal Year 2021 and continuing for each Fiscal Year thereafter for the remaining life of TIF District I, the Village of Princeville is hereby authorized and directed to set aside and allocate a sum not to exceed **Fifty Thousand and 00/100 Dollars (\$50,000.00)** per year within the TIF District I Special Tax Allocation Fund for the purpose of providing grants to property owners and/or business owners undertaking TIF eligible redevelopment projects as allowed under the Program.
4. All applications shall be reviewed and approved by the Village of Princeville Board of Trustees. The property must be located within Princeville TIF District I (“TIF District I”). The Village shall first forward applications it receives to the Village of Princeville TIF Committee for review prior to final review and approval by the Village Board of Trustees pursuant to the terms of the Program.
5. The Program description, requirements, and application form as included in ***Exhibit 1*** are hereby approved and the Board of Trustees of the Village of Princeville (with oversight by the Village’s Special Counsel to TIF District I) is hereby authorized and directed to approve and execute on behalf of the Village said Program Applications and Grants relating to the Program, provided such financial assistance is compliant with the statutory requirements of the “Tax Increment Allocation Redevelopment Act,” (65 ILCS 5/11-74.4 *et seq.*).
6. All grants provided under the Program in each Fiscal Year must be awarded on or before **January 31<sup>st</sup>** and TIF District funds disbursed for the reimbursement of verified TIF eligible

project costs for eligible projects completed on or before **April 30<sup>th</sup>** thereof. In the event, in any fiscal year, there is an unused balance of program funds as designated hereunder, such unused balance may be re-allocated by the Village for other public and private TIF eligible project costs pursuant to the Princeville TIF District I Redevelopment Plan, Projects and Area, as amended.

7. Upon approval of this Ordinance, the “*Project Revitalization of Business Program*” that was approved by Ordinance 06-05-03 on May 1, 2006 shall be terminated.
8. All ordinances and parts of ordinances in conflict herewith are hereby repealed.
9. This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

**PASSED, APPROVED and ADOPTED** by the President and Board of Trustees of the Village of Princeville, Peoria County, Illinois, on the 19<sup>th</sup> day of November, A.D., 2019, and deposited and filed in the Office the Village Clerk of Princeville on that date.

CORPORATE AUTHORITIES	AYE VOTE	NAY VOTE	ABSTAIN / ABSENT
Donald Peterson Jr.	AYE		
Randy Haley			ABSENT
Andrew Ehnle	AYE		
Teresa Gilroy	AYE		
Lisa Hughes			ABSENT
Ron Delbridge	AYE		
Jeffrey Troutman, President	N/A	N/A	N/A
<b>TOTAL VOTES:</b>	<b>4</b>	<b>0</b>	<b>2</b>

**APPROVED:**

  
 Village President, Village of Princeville

Date: 11-19-19

**ATTEST:**

  
 Village Clerk, Village of Princeville

Date: November 19, 2019



**ATTACHMENT: EXHIBIT 1.** “*Princeville TIF District I Commercial Exterior Beautification and Renovation Program*”

**EXHIBIT 1**

**PRINCEVILLE TIF DISTRICT I  
COMMERCIAL EXTERIOR BEAUTIFICATION  
AND RENOVATION PROGRAM**

## Village of Princeville, Illinois

206 N. Walnut Street, P.O. Box 200, Princeville, IL 61559 Ph: (309) 385-4765

# Commercial Exterior Beautification & Renovation Program

## *Princeville Tax Increment Financing (TIF) District I*



The Village of Princeville is pleased to offer this matching grant program to business owners, private developers and property owners who undertake improvements to commercial storefronts and the sides of commercial buildings facing Village streets within Princeville TIF District I.

**Grant awards for qualified projects are offered as a 75% matching grant, not to exceed \$7,500 on a property-by-property basis. All grants funds are paid as a reimbursement for eligible costs that are incurred and verified.**

That's right! The *Commercial Exterior Beautification & Renovation Program* will reimburse up to 75% of program eligible costs or a total of \$7,500, whichever is less. That's \$0.75 reimbursed for every \$1.00 spent, times 7,500! For example, if \$10,000 of eligible costs are incurred, a successful applicant may be eligible to receive a reimbursement of \$7,500, or 75% of total eligible expenses. If less is needed, it's still a 75% reimbursement.

**Applications are due on or before January 31<sup>st</sup> of each calendar year. Projects must be completed within 90 days of the Village's approval of grant awards and prior to the end of the Village's fiscal year (on April 30<sup>th</sup>) during which said grants are so awarded.** Subject to the availability of TIF funds, applications received after the due date may be held by the Village for consideration during the next fiscal year.

All applications will be swiftly reviewed and approved as they are received by the Village's TIF committee. Don't delay! **Apply TODAY!**

**For more information about this exciting, limited-time opportunity, contact:**  
Julie Delbridge, Princeville Village Treasurer at (309) 385-4765 or [villagehall@princeville.org](mailto:villagehall@princeville.org)

# PRINCEVILLE TIF DISTRICT I COMMERCIAL EXTERIOR BEAUTIFICATION & RENOVATION PROGRAM

Village of Princeville, Illinois / 206 N. Walnut Street, P.O. Box 200, Princeville, IL 61559 Ph: (309) 385-4765

## PROGRAM DESCRIPTION

The primary goal of the Princeville *Commercial Exterior Beautification & Renovation Program* (the "Program") is to stimulate economic growth and visibly enhance commercial businesses located within the Princeville TIF District I Redevelopment Project Area (the "TIF I Area" or "Area").

Program grants are intended to promote substantial improvements to existing commercial storefronts and the sides of existing commercial buildings which face Village streets. Grant funds will not be awarded for roof repair, cleaning, window washing, or other routine/custodial maintenance.

All property owners and/or business owners of real property within the Princeville TIF I Area are eligible to apply for Program grants. Business owners who are tenants of a building for which leasehold improvements are planned must provide written consent from the property owner for all proposed improvements.

All commercial business properties located within the Princeville TIF I Area are eligible for funding under this Program (or its successor program) at the rate of one (1) grant per year, subject to availability of funds and approval of the Village Board of Trustees. The Village encourages applicants to purchase materials for the projects locally or within the Greater Princeville/Peoria County Area and, whenever possible, to use local contractors. The Princeville Village Board of Trustees reserves the right to award grant funds only to those projects it deems to be compliant with the Tax Increment Allocation Redevelopment Act (ILCS 65 5/11-74.4 *et. seq.*), the Princeville TIF District I Redevelopment Plan and those projects that the Village believes will further stimulate the type of commercial revitalization that is in the best interests of the citizens of the Village of Princeville.

### TIF District Grant Procedure (Maximum Potential Grant Award is \$7,500.00)

1. Complete the Program Application, including all requested attachments or supplemental information, and submit the Application to the Village of Princeville Village Treasurer's office within sixty (60) days of undertaking the Project.
2. All applications shall initially be reviewed by the Princeville TIF Committee and must then subsequently be reviewed and approved by the Princeville Village Board of Trustees.
3. **All grants awards are limited to 75% of total verified costs incurred for the Project, not to exceed a maximum of Seven Thousand Five Hundred and 00/100 Dollars (\$7,500.00).** Grants will be paid to the Applicant upon timely completion of the project on or before April 30<sup>th</sup> of the fiscal year in which the Village approves the grant, and upon verification of the Applicant's TIF Eligible Project Costs incurred in furtherance of the project.
4. If the Village rejects a Program application, a written explanation will be provided to the Applicant. The Applicant may then revise and resubmit the Application for a second review.

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### **NOT SURE IF YOUR PROJECT QUALIFIES?**

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Proposed Redevelopment Projects which are deemed to be outside the scope of this Program, such as a building expansion or new construction may still be eligible for TIF assistance through a separate Redevelopment Agreement. For more information, contact the Village Treasurer's Office at the Village of Princeville.

**Princeville TIF District I**  
**Village of Princeville, Peoria County, Illinois**  
**Commercial Exterior Beautification & Renovation Program**

**PROGRAM APPLICATION**

Applicant Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Subject Property Tax ID #: \_\_\_\_\_

Property Owner Name(s): \_\_\_\_\_

Applicant Daytime Business Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Applicant Email Address: \_\_\_\_\_

Type of Business (check one)    Service    Retail    Other (*describe*): \_\_\_\_\_

Anticipated Project Start Date: \_\_\_\_\_ and Estimated Project Completion Date: \_\_\_\_\_

Total Project Costs: \$ \_\_\_\_\_ (*total costs incurred by the Applicant must be verified upon completion of the Project*).

**Amount of Grant Financing Requested: \$ \_\_\_\_\_.**

*NOTE: All grant amounts are limited to 75% of total costs actually incurred for the Project, not to exceed \$7,500.00. Applicant must verify a minimum match of 25% of the total project costs.*

**Commercial Exterior Beautification & Renovation Program** (the "Program") grants shall be awarded for TIF eligible project costs (pursuant to 65 ILCS 5/11-74.4 *et. seq.* as amended) that are incurred and verified for commercial facade renovation projects on a *first-come-first-served* basis, subject to the availability of funds and the approval of the Princeville Village Board. **Please read the following requirements carefully.**

**ADDITIONAL REQUIREMENTS:**

1. Only properties located within the Princeville TIF District I Redevelopment Project Area (the "TIF I Area" or "Area") are eligible to apply for the Program. The Princeville TIF I Redevelopment Project Area Boundary Map is provided and attached hereto in **Appendix A**.
2. Property owners may apply for and receive Program (or its successor program) grants for the same property only one time during the Village's Fiscal Year (May 1<sup>st</sup> through April 30<sup>th</sup>).
3. The maximum Program grant amount for each approved *Commercial Exterior Beautification & Renovation Project* shall not exceed 75% of total project costs, or a single lump-sum reimbursement of **Seven Thousand Five Hundred and 00/100 Dollars (\$7,500.00)** per individual commercial property as identified by the Peoria County real estate tax identification number, or a definable subdivision of such property (e.g., a tenant's leasehold improvements undertaken within a larger commercial plaza). Verification of Applicant's equity of not less than 25% of total project costs must be verified in advance of the Village's reimbursement from TIF Funds.
  - a. The types of project costs which are eligible for reimbursement through the *Commercial Exterior Beautification & Renovation Program* include:
    - i. Costs of renovation, rehabilitation, reconstruction, relocation, repair, or remodeling of the exterior facades of existing commercial buildings, including signs, lighting and fixtures attached to buildings which face Village streets and are located within the TIF I Area. All roofing project grants may not exceed 15% of the total project cost or a maximum of \$3,000.



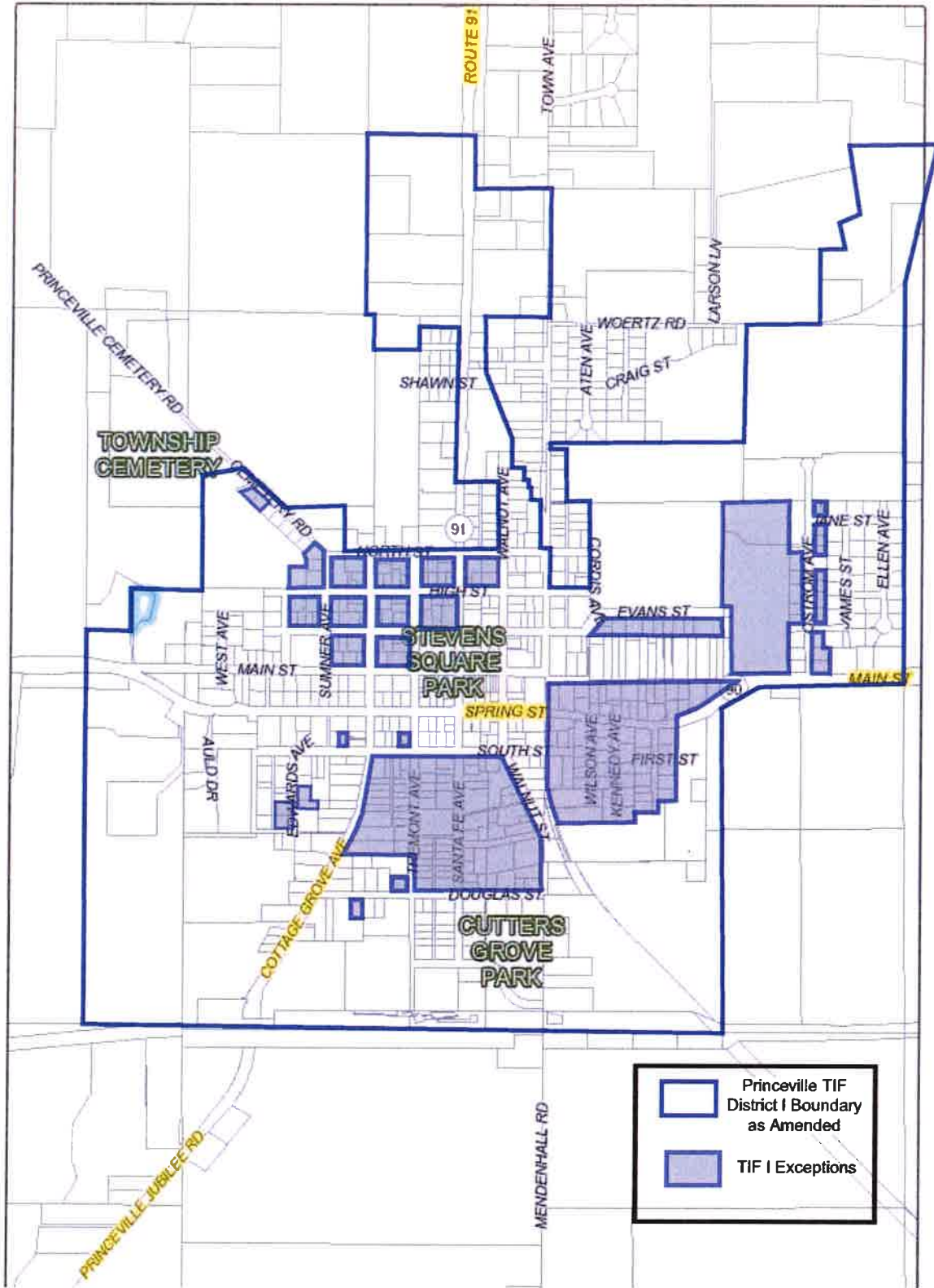
- ii. Costs relating to new landscaping which will visually enhance the appearance and curb-appeal of the building, such as material and contracted labor for installing sod or grass seed, trees, shrubs, bushes or other perennial plants, rock, mulch, paver stone or other landscape edging materials.
  - iii. Ancillary design engineering/architectural fees and interior renovations or repairs to the building which are consequential to the exterior façade improvements are allowable if less than 50% of total verified project costs.
- b. Applicants are encouraged to undertake energy-efficient renovation projects that qualify for and accept assistance through the *Ameren Illinois Energy Efficiency Program* (see <https://amerenillinoisavings.com/>) or a comparable program.
  - c. Equipment and general custodial and maintenance services relating to the building and grounds shall not qualify for reimbursement by grant funds awarded through the *Commercial Exterior Beautification & Renovation Program*.
4. Applicants must, in advance of receiving Program grant funds: a) verify that the most recent real estate tax bill(s) have been paid for the Property; and b) verify TIF eligible project costs in an amount equal to or greater than the amount awarded to the Program Applicant by the Village Board of Trustees. **Program grant funds are paid by the Village of Princeville to the Applicant upon completion of the Project and verification of TIF eligible project costs that have been incurred by the Applicant – no exceptions.** The Village's obligation hereunder to award grant funds for TIF eligible project costs is a limited obligation to be paid solely from the Princeville TIF District I Special Tax Allocation Fund.
  5. All projects undertaken with Program grant funds must comply with any Village of Princeville's Design Guidelines and must be completed within 90 days of the Village Board's approval of the Program Application and prior to April 30<sup>th</sup>.
  6. All projects must be located within the Princeville TIF I Redevelopment Project Area and are subject to review by the Village's TIF Committee prior to Village Board of Trustees approval.
  7. Business owners who are tenants of a building for which planned leasehold improvements will be paid for with Program grant funds must provide written consent from the property owner for all proposed improvements (see *Appendix B*).
  8. All applications must attach a description of the planned improvements, estimated costs (contractor bids) of the project and projected start and completion dates. Conceptual sketches, photographs and drawings are encouraged. The Village reserves the right to request additional information, including, but not limited to, how the building will be utilized (e.g., type of business) once the renovations are completed.
  9. It is the understanding of the Village and the Applicant that the position of the Illinois Department of Labor is that the Illinois Prevailing Wage Act does not currently apply to sales tax incentives and TIF Funds; that are received by private Developers as reimbursement for private TIF Eligible Project Costs. This position of the Department of Labor is available online at: <https://www.illinois.gov/idol/FAQs/Pages/prevailing-wage-faq.aspx>.
  10. The Princeville Village Board of Trustees reserves the right to award grant funds only to those Applicants who undertake projects the Village deems to be compliant with the Tax Increment Allocation Redevelopment Act, projects that the Village believes will further stimulate the type of commercial revitalization that are consistent with the Princeville TIF District I Redevelopment Plan and projects that are in the best interests of the citizens of the Village of Princeville (see *Appendix C*). The rights and obligations of the Applicant under this Program Application shall not be assignable by the Applicant without providing written notice to the Village and the Village's consent is obtained prior to such assignment.

The undersigned certifies and warrants that to the best of his/her knowledge the information contained in and attached to this Application Form is true, correct and complete and furthermore agrees to the terms and conditions provided herein. Nothing contained in this Program Application shall be construed by the Village or the Applicant or any third person to create the relationship of a partnership, agency, or joint venture between the Village and the Applicant. Subject to Village Board approval (*Appendix C*), this Program Application shall become a binding Redevelopment Agreement for which the undersigned hereby warrants full authority to both execute this Agreement and to bind the entity in which they are signing on behalf of.

Applicant Signature \_\_\_\_\_ Date: \_\_\_\_\_

# APPENDIX A

## Princeville TIF District I Boundary Map



APPENDIX B

Commercial Exterior Beautification & Renovation Program

Village of Princeville, Illinois / 206 N. Walnut Street, P.O. Box 200, Princeville, IL 61559 Ph: (309) 385-4765

TENANT/APPLICANT LETTERS OF INTENT

FROM TENANT/APPLICANT TO VILLAGE OF PRINCEVILLE

We the undersigned are the owners and operators of a business known as \_\_\_\_\_, located on property at \_\_\_\_\_ (PIN \_\_\_\_\_), and hereby disclose our intent as Tenants of said Property to incur certain eligible project costs as "Leasehold Improvements" for which we shall request reimbursement from the Princeville TIF District I Special Tax Allocation Fund pursuant to the terms and conditions provided herein for the Commercial Exterior Beautification & Renovation Program.

\_\_\_\_\_  
(Print or type business name)

BY: \_\_\_\_\_ Date: \_\_\_\_\_  
(Authorized Tenant Signature)

STATE OF ILLINOIS  
COUNTY OF PEORIA

I, the undersigned Notary Public, do hereby affirm that \_\_\_\_\_ personally appeared before me on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and signed the above Affidavit as his free and voluntary act and deed.

\_\_\_\_\_  
Notary Public

FROM PROPERTY OWNER/LANDLORD TO VILLAGE OF PRINCEVILLE

As the owner of the above described property, I the undersigned hereby provide the above-named Tenant my consent to undertake "Leasehold Improvements" on said property, whereby they shall incur certain eligible project costs for which they shall request reimbursement from the Princeville TIF District I Special Tax Allocation Fund pursuant to the terms and conditions provided herein.

Furthermore, as a signatory to this Commercial Exterior Beautification & Renovation Program Application, I do hereby direct the Village of Princeville to make the TIF grant payment awarded by the Village for this Project payable to the Tenant/Applicant.

BY: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature)

PRINTED NAME: \_\_\_\_\_

STATE OF ILLINOIS  
COUNTY OF PEORIA

I, the undersigned Notary Public, do hereby affirm that \_\_\_\_\_ personally appeared before me on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and signed the above Affidavit as his free and voluntary act and deed.

\_\_\_\_\_  
Notary Public

**APPENDIX C**

**Commercial Exterior Beautification & Renovation Program**

Village of Princeville TIF District I

**APPROVAL FORM FOR VILLAGE USE ONLY**

Applicant Name: \_\_\_\_\_ Property Address: \_\_\_\_\_

Date application received by the Village of Princeville: \_\_\_ / \_\_\_ / \_\_\_ by \_\_\_\_\_

Request Verified as TIF Eligible Project Cost:  Yes  No (reason: \_\_\_\_\_)

Recommended by TIF Committee:  Yes, date: \_\_\_ / \_\_\_ / \_\_\_

No (reason: \_\_\_\_\_)

**GRANT AMOUNT: \$ \_\_\_\_\_,**

**(Subject to Village Board Approval and Verification of TIF Eligible Project Costs)**

Grant **APPROVED** by the President and Village Board of Trustees of the Village of Princeville on the \_\_\_ day of \_\_\_\_\_ / \_\_\_\_\_.

PRESIDENT & BOARD OF TRUSTEES	AYE VOTE	NAY VOTE	ABSTAIN / ABSENT
<b>TOTAL VOTES:</b>			

Project grant approved by Village Board:  Yes \_\_\_\_\_  No (reason: *see attached*)

**APPROVED:** \_\_\_\_\_ Date \_\_\_ / \_\_\_ / \_\_\_  
 President, Village of Princeville

**ATTEST:** \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_  
 Village Clerk, Village of Princeville

Completion of Project verified on \_\_\_ / \_\_\_ / \_\_\_\_\_.

Verification of Applicants actual TIF Eligible Project Costs  
 as reviewed by Jacob & Klein, Ltd. and The Economic Development Group, Ltd on \_\_\_ / \_\_\_ / \_\_\_\_\_.

Village grant payment issued to applicant on \_\_\_ / \_\_\_ / \_\_\_\_\_ Check No. \_\_\_\_\_.