

CITY OF CHILLICOTHE
MEETING NOTICE

Finance/ED Committee will convene
Meeting time: 4:30 p.m. Date: Monday, March 2, 2020
Place: City Hall

Public Comment:

PURPOSE:

FINANCE

- Plaza Park TIF – Termination Procedure
- Budget Review
- 20-21 Budget
- AMT Payment
- Fire District – Transfer of Funds

EDC

- Budget Review – TIF/HELP/Façade Status
- Brad Wallin – Request
- TIF Request – Town Theatre
- Illinois Municipal League -Grant Finder Account
- 917 First Street – Property Opportunity

OLD BUSINESS:

- Update Water Rate Analysis
- Update TIF/HELP Payments
- Update Fourth Street Corridor Plan
- Update Video Billboard/616 4th Street Property
- Update M&T Commission
- Update Re-Branding
- Update City Website Proposals
- Update REDCO

SUMMARY

- Chairman Action
- Council Agenda Items

Finance /Economic Development Committee
Committee or Group

Alderman Colwell
Signature of Chairperson

February 28, 2020
Date

MINUTES
FINANCE/ED COMMITTEE
MARCH 2, 2020

The Finance/ED Committee met on March 2, 2020, at 4:30 p.m. in the Council Chambers at City Hall.
Present: Chairman Colwell, Alderman Braun, Alderman Connor, Alderman Hughes, Mayor White, City Attorney Seghetti, Economic Development Director Beadles, Office Manager Passage

Chairman Colwell called the meeting to order at 4:30 P.M.

PUBLIC COMMENT

Mike Mahoney was in the audience to discuss the agenda topic TIF Request Town Theatre. Chairman Colwell requested that the topic TIF Request Town Theater be discussed at this time. Mike Mahoney addressed the committee on behalf of the Optimist Club regarding the TIF Request for funding for the Town Theatre. He explained the agreement to provide land use easement between the Town Theatre and J & W Unlimited Corporation had been signed and the TIF request was ready to move forward. He presented the agreement with attached TIF proposal for \$151,855. The Town Theatre pledged \$15,000 bringing the total TIF request to \$136,855. After discussion, the consensus of the committee was to bring the request to the city council to refer to the attorney to prepare the documents between the City of Chillicothe and the Town Theatre.

PURPOSE

FINANCE

Plaza Park TIF – Termination Procedure – Attorney Seghetti explained that the Plaza TIF has an estimated termination date of July 9, 2020. He explained that the termination would not be until the calendar year end and the process in closing out the Plaza TIF. During the next few months, the city will need to identify the total amount of revenue expected, the total amount of expenditures. He also explained that money would need to be left in the account for any properties contesting their property tax bills.

Budget Review – Office Manager Passage stated that the Budget Comparison Analysis will be emailed out in the next few days. Revenue received at this point looks good. In general fund the aggregation fee and court fees are a little behind what we had expected.

20-21 Budget – Office Manager Passage advised the committee that the department heads have turned in their 20-21 projected budgets. She went over the General and Road & Bridge Budgets. Chairman Colwell stated that the budget workshop would be March 28, 2020 at 8:00 a.m. and the full budget will be shown.

AMT Payment – Office Manager Passage advised the committee that the April 2017 payment of \$12,500.00 for AMT service was not paid. A discussion was held regarding the payments. The consensus of the committee was to place the invoice in the bills for payment, as it was a contractual payment.

Fire District – Transfer of Funds – Office Manager Passage explained that we are at the point where we can close the Fire Protection account and the Civil Defense account and turn the money over to the Fire District per the agreement between the Fire District and the City of Chillicothe. The balance in the Fire protection account at this time is \$350,208.78 and the balance in the Civil Defense account is \$8,656.67.

Page Two
Minutes
Finance/ED Committee
March 2, 2020

We will have one more invoice in March for the copy machine. After discussion, the consensus of the committee was to place this topic on the council agenda to instruct the City Treasurer to close the accounts and then a check will be requisitioned for the disbursement of funds to the Fire District.

EDC

Budget Review – TIF/HELP/Façade Status – Economic Development Director Beadles went over the budgets for TIF/HELP for the month of February. She also gave status of the Façade line item.

Brad Wallin – Request – Economic Development Director Beadles presented a request from Jeff Wallin requesting a donation of \$1,200.00 in support of the St. Jude Brad Wallin Tournament. She stated that the donation was a budgeted line item. A discussion was held. After discussion, the consensus was to bring the request to the March 9, 2020 council meeting for approval.

Illinois Municipal League – Grant Finder Account – Economic Development Director Beadles stated that the Illinois Municipal League has added benefit of allowing participating members to create an account to access software for Grant Finding. She advised the committee that she will be setting up the account.

917 First Street – Property Opportunity – Mayor White stated that the property at 917 First Street which adjoins the property that the city currently owns is for sale. A discussion was held regarding whether the city would be interested in buy the property. The consensus of the committee was to have the Economic Development Director obtain some cost to demolish the current structures on the property and report back to the committee.

OLD BUSINESS

Update Water Rate Analysis – Office Manager Passage stated that Bernie Mrugala, who has done the analysis has given a rate structure that has been tested. The rate structure seems to impact some uses substantially. Mayor White stated that he and Chairman Colwell will meet with Office Manager Passage to review the potential rate structure and report back to the committee.

Update TIF/HELP Payments – Economic Development Beadles reported to the committee that there are three help loans she is working with that are behind. Chad's Auto repair and Nick's Auto repair did not make a February payment and had been contacted regarding their late payment. Andrew Meyers of Resurrection Welding made a February payment. The Mayor and Economic Development Director met with Andrew Meyers regarding an action plan on getting his payment caught up to date.

Update Fourth Street Corridor Plan – Nothing to report

Update Video Billboard – 616 Fourth Street Property – Office Manager Passage stated that the construction agreement between the City of Chillicothe and contractor D. Joseph has been signed.

Update M & T Commission – Nothing to report

Update Re-Branding – Alderman Connor voiced her concern regarding the cost of the re-branding. A discussion ensued regarding re-branding. Chairman Colwell stated that the Economic Development Director Beadles is gathering current branding information and we will bring back to committee at a later date.

Update City Website Proposals - Nothing to report

Update REDCO – Economic Development Director explained this is a newly developed group to marketing municipalities along the river from the Henry bridge to the Peoria Heights bridge. The organization was currently identifying the board members. The cost to join was \$100.00.

SUMMARY

Chairman Action – Advise council of the upcoming budget session on March 28, 2020

Council Agenda Items – Fire District – Closing of Accounts and transfer of funds

Jeff Wallin Request – donation St. Jude Brad Wallin Tournament

Town Theatre TIF Request – Instruct the attorney to draft agreement between
Town Theatre and City

There being no further business the meeting adjourned at 6:05 p.m.

Respectfully,
Chairman Colwell