

# **Joint Review Board Meeting Minutes**

## **November 3, 2022**

### **St Charles Council Chambers**

The meeting was called to order at 4:00 p.m.

Carylie Forte conducted Roll Call of JRB Meeting members:

Cathy Camm	St. Charles Park District
Mary Katherine Merritt	St. Charles Public Library
Ron Johnson	St. Charles Township
Justin Attaway	St. Charles Community School District #303
Mark Armstrong	Kane County Assessment Office
Heather Scholl	Elgin Community College

Also in attendance:

William Hannah	Finance Director, City of St. Charles
Colleen Wiese	Public Member, St. Charles resident
Derek Conley	Director of Economic Development, City of St. Charles
Colleen Lavery	Asst Finance Director, City of St. Charles
Russell Colby	Director of Community Development, City of St. Charles
Nick Peppers	City Attorney, Storino, Ramello & Durkin
Carylie Forte	Finance Sr. Administrative Asst., City of St. Charles

Derek Conley called the meeting to order and asked for the roll to be called. Conley asked that a motion be made to select a public member and a chairperson and those selections would be carried through to each of the seven TIFs.

Mr. Attaway made a motion, seconded by Ms Scholl that St. Charles resident, Colleen Wiese be elected as "Public Member" for this Joint Review Board meeting. All in favor. Motion passed.

Ms. Wiese made a motion, seconded by Ms. Camm, for Derek Conley to be named Chairperson of these TIF meetings. All in favor. Motion passed.

A motion was made by Mr. Armstrong and seconded by Mr. Attaway to approve the November 4, 2021 Minutes of the Joint Review Board meeting. All in favor. Motion passed.

The elections of the Chairperson and Public Member were carried over through the remainder of the meetings.

Conley requested William Hannah give a review of the status of the Hotel Baker TIF to date.

#### **Hotel Baker TIF #1**

Mr. Hannah reported that Hotel Baker TIF 1 was established in 1997. The city formally terminated the TIF district #1 in October, 2021. This was the final 2020 levy year where the TIF collected \$134,820. The total revenues were \$134,920 and expenditures of \$1,631. The operating results of this TIF district are on page four of the comptroller's report. There was no more outstanding debt associated with this TIF district. All advances and transfers reimbursed to the city were paid. The final distribution of funds was made from this TIF to the First Street TIF #4 which abuts the Hotel Baker TIF #1 and that final transfer amount was \$213,406. Unless something comes up, this should be the final TIF Comptroller's Report and final JRB meeting for the Hotel Baker TIF #1.

Hannah asked if there were questions. There were none.

Conley asked for a motion to adjourn the meeting of the Hotel Baker TIF #1. Mr. Armstrong made a motion, seconded by Ms. Camm. All in favor. Motion passed. The meeting adjourned at 4:03pm.

Derek Conley, Chairperson

Submitted by,  
Carylie Forte

DRAFT

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Council Chambers**

**Moline Foundry TIF #2**

The meeting was called to order at 4:03 pm.

Derek Conley requested a motion to approve the minutes of the Moline Foundry TIF 2 from November 4, 2021. Motion made by Armstrong, seconded by Wiese. All in favor. Motion passed.

Derek Conley requested a review of the status of the Moline Foundry TIF to date.

Mr. Hannah stated the Moline Foundry TIF was established in 1997. The Ordinance terminating this TIF was passed on November 15, 2021. This is also the final year of levy collections, of which \$371,425 in TIF increment was received, with total revenues of \$372,662. All outstanding debt has been paid as well as all advances and transfers back to the city. There were capital outlay expenditures related to a street project in this district this year of about \$120,772. There was a net change in fund balance of \$250,066, and at the end of the year this fund held \$1,250,430. The street project is currently ongoing but we believe the final payment is going to be calculated fairly soon, in terms of what will be remaining in this TIF district for distribution to the taxing bodies. We estimate that amount to be about \$906,199. That will be distributed to the county, which will then submit it to all the taxing bodies at the end of the month.

Hannah asked if there were questions. Mr. Armstrong commented that he holds this TIF up as the model of what a “good” TIF should look like. In 1997 this TIF site was contaminated and the clean-up costs would have exceeded the value the land had cleaned. If it didn’t have this TIF project, that land would still be contaminated today and every time it rains the land would be contaminating the ground water for all the surrounding properties that have shallow wells. This is exactly what the TIF was designed to do.

Conley asked if there were any other comments on this TIF. There were none.

Conley requested a motion to adjourn. Mr. Armstrong motioned to adjourn, seconded by Mr. Johnson. All in favor. The meeting was adjourned at 4:07 pm.

Derek Conley, Chairperson

Submitted by,  
Carylie Forte

**Joint Review Board Meeting Minutes  
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**Former St. Charles Mall TIF #3**

The meeting was called to order at 4:07 pm.

Conley requested a motion to approve the minutes of the Nov. 4, 2021 St Charles Mall TIF meeting. Motion by Armstrong, seconded by Wiese. All in favor. Motion passed.

Conley requested Mr. Hannah to review the status of the St. Charles Mall TIF.

Mr. Hannah stated this TIF district was established in 2000. The last levy year to be associated with this TIF district is 2023, with increment to be received in 2024. The 2020 TIF increment was \$454,154. That was a significant increase from the prior year which was only \$180,262. The ongoing development of the Prairie Winds apartment complex is contributing to significant TIF increment increases there. For the current 2021 levy year that we're receiving right now, increment is just over \$1,000,000, so we are seeing some healthy increment growth in that TIF district. There was originally \$2,860,000 in debt issue associated with this TIF district. The city made debt payments of \$213,400 during the year. The city did not have to transfer any money this year to help support that debt payment. The final debt payment is being made this year of \$215,000. After that, this TIF district will have a negative fund balance of \$753,800 which consists of the advances the city made to that TIF district fund. There were also \$799,132 of transfers made from the city to that TIF fund in total. So there is a total of \$1.5 million of money owed back to the city in advances and transfers as of the end of the year. With the increment being generated the way it is projected to be right now, we anticipate that amount will be paid back to the city over the next two years. At this point, for 2021 there was a significant incremental EAV associated with this TIF district – about \$12.5 million. So when this wraps up in a few years, it will be a very large TIF recovery process.

Conley asked if there were any questions or comments. Mr. Armstrong commented that the county received an assessment complaint on a portion of this TIF. Complainant requested that a part of the building be made tax exempt citing law that actually did not apply to this building in the district. When confronted, the case was dismissed.

Conley requested a motion to adjourn. Mr. Armstrong made a motion, seconded by Ms. Camm. All in favor. The meeting was adjourned at 4:11pm.

Derek Conley, Chairperson

Submitted by,  
Carylie Forte

**Joint Review Board Meeting Minutes  
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Council Chambers  
First Street TIF #4**

The meeting was called to order at 4:11 pm

Mr. Conley asked for a motion to approve the minutes of the First Street TIF 4 meeting of Nov. 4, 2021. Motion by Armstrong, seconded by Wiese. All in favor. Motion passed.

Conley requested a review of the status of the First Street TIF to date.

Mr. Hannah stated the First Street TIF was established in 2002. The last levy year scheduled for this district is 2025. This TIF district went through a de-TIF/re-TIF process in 2015 as a result of the Great Recession, so a lot of the undeveloped areas to the east were lopped off and created, along with other properties, a new TIF called TIF 7 Central Downtown. There was a refunding on the debt outstanding that was done last year that resulted in interest savings of around \$1.3 million so the principal on the primary debt issuance remaining as of the end of the year is \$23,490,000 with another \$1.5 million remaining on a smaller bond issuance - 2016A. The 2016B small bond issuance expires in conjunction with TIF 4 as scheduled. The 2021B bond, which is a larger issuance bond, is scheduled to coincide with the ending of TIF 7 Central Downtown in 2039. The city has transferred about \$3.48 million to the First Street TIF 4 as well. Last year was one of the first year's there weren't any initial transfers made during the year to TIF 4. As far as the financial activity for the fund, revenues were \$163,886 and total expenditures including debt repayment of \$1,512,539.

Mr. Hannah asked for questions. Ms. Camm asked what the savings was from the refunding? Mr. Hannah said it was about \$3.8 million in interest savings on the 2021B bond that was issued.

Conley requested a motion to adjourn. Mr. Armstrong motioned to adjourn, seconded by Ms. Wiese. All in favor. The meeting was adjourned at 4:14 pm.

Derek Conley, Chairperson

Submitted by,  
Carylie Forte

**Joint Review Board Meeting Minutes**  
**November 3, 2022**  
**Council Chambers**  
**St. Charles Manufacturing TIF #5**

The meeting was called to order at 4:14 pm.

Chairperson Conley requested a motion to approve the minutes of the St Charles Manufacturing TIF 5 meeting from November 4, 2021. Motion by Armstrong, seconded by Camm. All in favor. Motion passed.

Conley requested a review of the status of St. Charles Manufacturing TIF to date.

Hannah stated the St Charles Manufacturing TIF 5 (aka Kitchen TIF) was established in 2003. The last levy year with this TIF is 2026 to be received in 2027. There was \$4.4 million debt issuance associated with this TIF district that was refunded in 2011 and refunded again last year in 2021 as part of the overall refunding process. So there is about \$605,000 outstanding at the end of the year that we are reviewing today. The city had about \$980,000 in advances which includes \$20,000 that was written off at the end of the year based on our projections of TIF increment to be received in the remaining years of the TIF. There has been \$1,023,206 transferred to it and \$121,000 transferred from the city to this TIF district to support it during the year. The city anticipates it will continue to supplement this TIF over the next two years. Hopefully with the 3-4 years remaining on this TIF, the city will be paid back most of the transfers and the advances. There was \$205,607 of TIF increment received during the calendar year. Next year it is estimated the TIF increment will increase only \$210,421.

Mr. Hannah asked if there were any questions on TIF 5. There were none.

Conley requested a motion to adjourn. Ms. Scholl motioned to adjourn, seconded by Ms. Wiese. All in favor. The meeting was adjourned at 4:16 pm.

Derek Conley, Chairperson

Submitted by,  
Carylie Forte

**Joint Review Board Meeting Minutes  
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Council Chambers  
Lexington Club TIF #6**

The meeting was called to order at 4:17 p.m.

Chairperson Conley requested a motion to approve the minutes of the Lexington Club TIF 6 meeting from November 4, 2021. Motion by Armstrong, seconded by Camm. All in favor. Motion passed.

Conley requested a review of the status of the Lexington Club TIF to date.

Hannah reported that the Lexington Club TIF was established in 2013. There was no separate report because cumulative increment is less than \$100,000 as of April 30, 2022. There was no development activity in this TIF over the last seven years. There was a proposal for townhomes and single-family homes to be developed but this did not materialize, so given the seven-year time period has lapsed, the city has formally terminated this TIF district as of October 17, 2022. The incremental EAV recovery should be in effect for the upcoming levy year process. The TIF increment was \$17,576 for this year with interest of \$101.00. There is a sanitary sewer project under design right now and there may be some cost associated with that that would be reimbursable from this TIF district. We will see what is accomplished with that process but we anticipate that at the end of April 30, 2023 there will be a net amount remaining and will refund that to the county for distribution to the taxing bodies. This is another TIF district that will be off the books.

Hannah asked if there were any questions. There were none.

Mr. Armstrong motioned to adjourn, seconded by Mr. Attaway. All in favor. The meeting was adjourned at 4:18 pm.

Derek Conley, Chairperson

Submitted by,  
Carylie Forte

**Joint Review Board Meeting Minutes**  
**November 3, 2022**  
**Council Chambers**  
**Central Downtown TIF #7**

The meeting was called to order at 4:18 pm.

Chairperson Conley requested a motion to approve the minutes of the Central Downtown TIF #7 meeting from November 4, 2021. Motion by Armstrong, seconded by Camm. All in favor. Motion passed.

Conley requested a review of the status of the Central Downtown TIF to date.

Mr. Hannah reported that the Central Downtown TIF District #7 was established in 2015 in conjunction with the TIF 4 re-TIF/de-TIF. There was \$856,049 in property tax increment received during the year. This was a good increase from the prior year and are increasing at a good pace. For the current year, we're anticipating increment of \$1,095,181. This is some well-received growth in this TIF district. We had transfers out to help support the TIF 4 debt of \$514,500 at the start and we've advanced \$967,513 total. For capital outlay, expenses were \$84,163 related to First Street streetscape expenditures for Building 7B. The increment generated primarily will be used to repay the outstanding debt for TIF 4 going forward.

Hannah asked if there were any questions. There were none.

Conley requested a motion to adjourn. Mr. Armstrong motioned to adjourn, seconded by Ms. Wiese. All in favor. The meeting was adjourned at 4:20 pm.

Derek Conley, Chairperson

Submitted by,  
Carylie Forte