

JOINT REVIEW BOARD ANNUAL MEETING
Minutes
Millstadt Tax Increment Financing (TIF) District

Pursuant to the Tax Allocation Redevelopment Act, 65 ILCS 11-74.4-5(B), as amended, the Joint Review Board (JRB) must be convened annually to review and comment on the records of all existing Tax Increment Financing (TIF) Districts. A JRB Meeting was called for the Village's TIF District in accordance with the requirements of the Statute for the Fiscal Year Ending April 30, 2016.

JRB MEETING

DATE OF MEETING: November 3, 2016
TIME: 4:00 PM
PLACE: Village Hall, Millstadt, IL

JRB Members Present at Meeting:

Mr. Rick Holmes, Chairman
Mr. Mike French, Village Trustee
Mrs. Mary Eckert, Millstadt Library Board
Mrs. Denise Blaha, Millstadt Township
Mr. Dennis Feazel, Millstadt Fire Department
Mr. Brian Mentzer, BTHS District #201
Mr. Terry Beach, St. Clair County
Mr. Jim Gehrs, Counsel-SWIC

Also Present at the Meeting:

Ms. Lisa Bowman, TIF Administrator
Mr. Elmer Hettenhausen, Interested Party Registry

Mr. Rick Holmes, JRB Chairman, called the meeting to order at 4:01pm November 3, 2106. Mr. Holmes thanked those in attendance and then turned the meeting over to Ms. Bowman for review of the Millstadt TIF District. After introductions by members in attendance, Ms. Bowman stated to the Board that the purpose of today's meeting is the annual review of Fiscal Year 2016 (FY16) activities for the TIF District. The report was filed with the Illinois Office of the Comptroller on October 24, 2016. The JRB Meeting is a requirement of Illinois Statute for TIF Administration. The Village conducts a review every year, and will hold additional JRB meetings when warranted.

This meeting is an opportunity to update taxing districts on the activities of the TIF as well as

review the TIF annual report which has been submitted to the Illinois Comptroller's Office. Ms. Bowman then proceeded with the meeting by reviewing the annual report submitted to the State Comptroller's office.

Section 3.1 identifies the beginning TIF fund balance for the fiscal year as \$ 450,944.00 with property tax revenues of \$ 320,741.00 as well as revenues from St. Clair County Park Grant for \$17,379.00, less expenses of \$ 137,581.00, the fund balance at the end of the fiscal year was \$ 653,187.00. Section 3.2 itemizes expenses for the TIF district, broken out by eligible cost subsets, which include ongoing development agreements, demolition of structures within the TIF, safety upgrades, and the ongoing commitment to the retirement of water tower construction debt. Section 3.2B identifies those vendors receiving more than \$10,000.00. Three of these vendors are ongoing development agreements, the fourth is the water tower project and the final vendor is in relation to the completion of demolition projects started in FY15.

Section 3.3 identifies debt obligations of the TIF, which includes development agreements, the water tower and proposed infrastructure projects. There were no amendments to the TIF district this year as well as no debt obligations incurred for the District. As far as TIF district activity, Section 5 provides a cumulative project summary for the district. The district has thirteen development agreements, with total private investment of over \$ 11.4M and public (TIF) participation of \$ 330,900.00 to date. This fiscal year included three new agreements, #15-09, #15-11 and #16-2. Section 6 of the Illinois Office of the Comptroller report identifies the starting EAV when the TIF was created, FY03, as \$ 7,061,173 and the EAV for FY16 is \$10, 781,397, reflecting a \$ 3,000,000 increase in the EAV since the creation of the TIF District.

The next section includes attachments required by the IOC for reporting purposes. These attachments include the Mayor's Certification of Compliance and Legal Counsel's Certification of Compliance. Attachment "D" provides an annual report of the TIF District from its inception to date. This report is both cumulative and historical providing taxing districts an overview of District activities. Section 6 of the annual report reviews the three Development Agreements: Curtis Auto Body, #15-09 for the infrastructure improvements needed at their facility and #15-11 with Wall and Ceiling Systems Supply, d/b/a Weis Company, for façade improvements made at their facilities located in the Village. The final agreement is #16-2 is with Schuberts Packing Company which was recently purchased and the new owner has made improvements to façade and parking area as well as additional rehabilitation that will be ongoing into this fiscal year. In addition, Mrs. Bowman recapped ongoing project activities from the last year.

Attachment E includes the three development agreements referenced above. The minutes from last fiscal year's JRB meeting are included in Attachment H. It is a requirement of the Office of Comptroller to hold annual JRB meetings to update taxing districts. If Districts are amended or changed in anyway, then additional JRB meetings and Public Hearings must be held. We have not amended the Millstadt TIF since 2009. Finally, Attachments K and L are the audit and Certification of Compliance from the auditing firm, Scheffel Boyle.

Ms. Bowman asked for questions or comments from the members. Mr. Hettenhausen asked for clarification of eligible costs as related to development agreements. He reiterated that TIF is public monies which should be held accountable to the residents. Ms. Bowman reviewed

Section 3.2 A of the IOC report in regards to eligible costs. In follow up, he then asked if the TIF had been amended. Ms. Bowman responded that the District was amended in 2006 and 2009 to include Leiderkranz Park and Mt. Evergreen cemetery for future infrastructure projects. He asked for clarification of the District boundaries along Washington and Jefferson as to which parcels are included. Ms. Bowman reviewed the existing district boundaries and offered that the TIF District map is available for review in the Council Room. Residential units were excluded from the TIF, as much as possible. The Millstadt TIF has less than ten. In closing, Mr. Hettenhausen inquired as to how to better inform the Village residents of TIF activity since there is no local newspaper. Ms. Bowman responded that the Mayor and TIF Committee are responsible for disseminating information that is available for public discussion at the board meetings and minutes are posted on the Village website. Ms. Bowman said that she would talk with the Mayor about more discussions at Board meeting to provide detail to the public.

There being no further discussions, Chairman Holmes adjourned the meeting at 4:25pm.

SIGNED: /S/

Lisa K. Bowman
TIF Administrator
November 3, 2016