



Tax Increment Financing (TIF) Redevelopment Assistance Program Handbook

For Information Contact:

City of Galesburg
Community Development Department
55 W. Tompkins St. P.O. Box 1387
Galesburg, IL 61401
(309) 345-3619 Fax: (309) 345-5704
www.ci.galesburg.il.us

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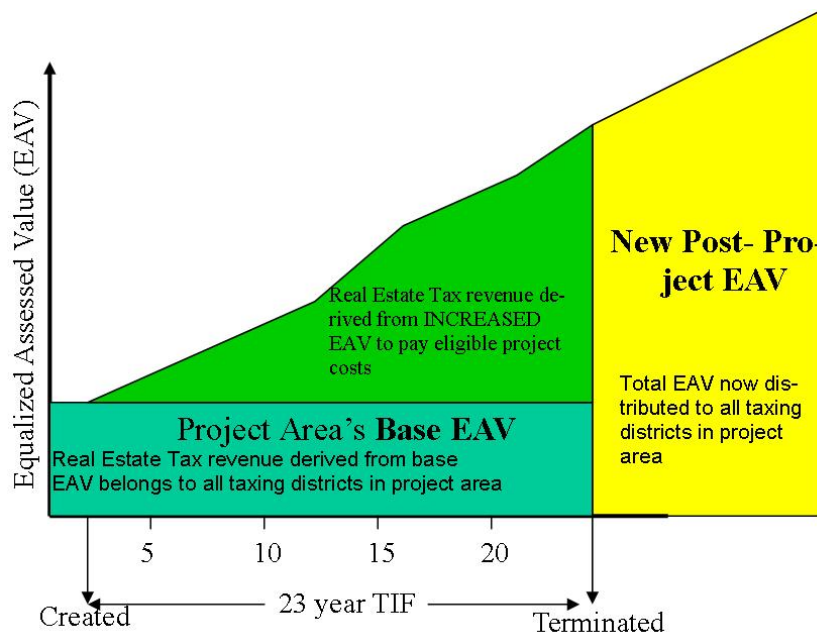
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TAX INCREMENT FINANCING (TIF) REDEVELOPMENT PROGRAM

TIF OVERVIEW

WHAT IS TIF?: In January 1977, the Illinois General Assembly passed the “Tax Increment Allocation Redevelopment Act”, 65ILCS 5/11-74.4-1, et seq. It authorizes Illinois municipalities to designate deteriorated areas (redevelopment area) for a specified period that can then be developed or redeveloped through TIF. The goal was to induce private development, which would not occur without public expenditure, in economically depressed areas to improve property values and eliminate blight.

WHAT IS INCREMENT?: When a TIF Redevelopment Area is created, the Equalized Assessed Value (EAV) of the property(ies) in the area is established as the “base” amount. The property taxes paid on this base amount continue to be distributed to the various taxing bodies in the same manner as if the TIF did not exist. As property values increase above the base value, this creates the tax increment. The portion of the property taxes paid on this incremental value is sent from the County to the City and then deposited in a special municipal fund to pay for eligible development costs, including debt service. Once the life of the TIF expires, the tax increment would revert back to the local taxing bodies (Figure 1).



TIF is a way to “self-finance” economic development projects by utilizing tax revenues generated by the new development instead of imposing new taxes. The goal is to promote the attraction and retention of business operations in the TIF Redevelopment Areas. Owners who utilize the TIF program to make improvements are investing in these redevelopment areas that, over time, will foster other owners to undertake improvements. Ultimately the taxable value of these improved properties will increase. The increased tax revenue will in effect help pay back the TIF funds and allow others in the designated area to apply for funds for more revitalization and redevelopment efforts.

PROGRAM PURPOSE

PURPOSE: As a matter of policy, the City will consider using TIF to assist private developments only in those circumstances in which the proposed private projects show a demonstrated financing gap and meet the goals identified in the Tax Increment Financing Redevelopment Plan and Project documents.

It is the intent of the City to provide a minimum amount of TIF assistance. The provision of financial assistance is at the sole discretion of the City. The City reserves the right to reject or approve projects on a case-by-case basis, considering established policies, specific project criteria and the demand on City services in relation to the potential benefits to be received from the proposed project. Meeting policy guidelines or other criteria does not guarantee the award of TIF assistance. Furthermore, the approval or denial of one project is not intended to set precedent for approval or denial of another project. The City shall have the option of amending or waiving sections of this policy when determined necessary or appropriate.

EVALUATION CRITERIA

The City Council will make all final determinations regarding application approvals. The following criteria will also be used to evaluate each TIF assistance application.

ELIGIBILITY: Any property owner, or occupant of the property with written consent of the owner to participate in the program, proposing redevelopment within the designated geographical areas of the TIF Redevelopment Areas (see Appendices), using the forms provided by the City.

FUNDING LIMITATIONS: TIF Assistance is subject to availability of funds and may consider how much increment may be generated from a proposed project. The amount of the incentive is subject to negotiation and final approval of the City Council.

CURRENT ON EXISTING OBLIGATIONS: Property insurance, real estate taxes and City service accounts must be current at the time of application for funding.

“BUT FOR” TEST: TIF assistance should only be used to trigger projects that would not otherwise occur given the prevailing market conditions. TIF assistance will not be provided to projects that have the financial feasibility to proceed without the benefit of the assistance. Assistance will not be provided solely to broaden an applicant’s profit margin on the project. Prior to consideration of a TIF assistance request, the City will review the project costs to ensure that the request for assistance is valid.

RETURN ON INVESTMENT: The City will compare and consider any incremental amounts of property tax anticipated to be generated by the project. If there is a clear history of decline in real estate property taxes and property conditions, the value of restoring the tax base and addressing a blighting influence of deteriorating property conditions shall be considered.

JOB CREATION/RETENTION: The potential for a redevelopment project to create new jobs and/or retain existing jobs within the community is viewed as a priority.

PRIVATE INVESTMENT: The City will, as a general rule, reimburse a portion of the eligible costs of a project. The Redeveloper must demonstrate, to the satisfaction of the City, they have adequate funding to complete the project through owner’s equity and/or commercial financing.

The level of TIF assistance should be reduced to the lowest possible level in the least amount of time by maximizing the use of private debt and equity financing first. If requested by the City, the applicant shall provide adequate financial guarantees to ensure completion of the project, including, but not limited to, assessment agreements, letters of credit, cash escrow and personal guarantees.

FINANCIALS: The applicant shall submit a preliminary financial commitment from a financial institution, a proforma analysis, financial statements, any market and financial feasibility studies, appraisals or other information provided to private lenders for the project as well as any other information or data which the City may require to review the need for TIF assistance.

OWNER BACKGROUND AND EXPECTATIONS: The applicant must be able to demonstrate, to the City's satisfaction, an ability to construct, operate and maintain the proposed project based upon past experience, general reputation and credit history. This may also include providing sufficient market, financial, environmental, and other data relative to the successful operation of the project.

The applicant must retain ownership of the project long enough to complete it, to stabilize its occupancy, to establish the project management, and to initiate payment of taxes based on the increased project value. The City may limit the transfer of ownership to firms with comparable financial and management capacity as the original applicant.

CITY INFRASTRUCTURE AND SERVICES: TIF assistance will not be used for projects that place extraordinary demands on City infrastructure or services.

COMPREHENSIVE PLAN AND ZONING:: The City will consider whether the project is harmonious with the surrounding properties and uses, whether it is allowable under current Development and Construction codes and if it complies with the intent of the Comprehensive Plan.

ELIGIBLE AND INELIGIBLE COSTS

ELIGIBLE EXPENDITURES: The Tax Increment Allocation Redevelopment Act and the Redevelopment Plan and Project that has been approved for each TIF Redevelopment Area by City Council contain provisions for what type of expenditures may be eligible for TIF assistance, which may include:

1. **Costs of Studies, Surveys, Development of Plans and Specifications, Implementation, and Administration of the Redevelopment Plan.** This includes, but is not limited to, staff and professional service costs for architectural, engineering, development advisors, development managers, legal, marketing, financial, planning or other services, related hard and soft costs, and other related expenses. No charges for professional services may be based on a percentage of the tax increment collected.
2. **Property Assembly Costs.** This includes, but is not limited to, acquisition of land and other property, real or personal, or rights or interest therein, demolition of buildings, clearing and grading of land, and other site preparation costs.
3. **Costs of Rehabilitation, Reconstruction or Repair or Remodeling of Existing Public or Private Buildings or Fixtures.**
4. **Costs of the Construction of Public Works or Improvements.**
5. **Costs of Job Training and Retraining Projects.** This includes the cost of welfare-to-work programs implemented by businesses located within the redevelopment project area.
6. **Financing Costs.** This includes, but is not limited to, all necessary and incidental expenses related to the issuance of obligations, and may include payment of interest on any obligations issued hereunder, including interest accrued during the estimated period of construction of any redevelopment project for which such obligations are issued (but not exceeding 36 months thereafter). These costs include reasonable reserves related thereto.
7. **Relocation Costs.** To the extent that a municipality determines that relocation costs shall be paid, or is required to make payment of relocation costs by federal or state law.
8. **Interest Costs.** Costs incurred by a developer or other user related to the construction, or by renovation or rehabilitation of a redevelopment project, generally up to 30 percent of interest, but up to 75 percent if these interest costs are incurred for rehabilitated or new housing units for low- and very low-income households.
9. **Costs of the Construction of Low Income Housing.** TIF revenues may be used to pay up to 50 percent of the cost of constructing new housing units, if these units will be occupied by low- and very low-income families.

INELIGIBLE EXPENDITURES:

- Unless explicitly stated in the Act, construction of new privately owned buildings are not eligible.
- Any project activities started prior to the signing of the Redevelopers Agreement, with the exception of architectural or similar professional fees required to submit a complete application package and approved by City Council.

- “Sweat equity” work performed by the applicant, family members of the applicant or employees of the applicant, unless the work is done as an agent of a construction company which has provided a quote included in the original application and approved by City Council. General construction oversight and project administration work performed by the applicant, family members of the applicant or employees of the applicant are not eligible.
- Design elements changed during the project in which the applicant did not seek review and approval of the Community Development Department will not be eligible for reimbursement.

APPLICATION PROCESS AND PROCEDURE

OPTIONAL PRELIMINARY REVIEW: Submit the TIF Assistance Application to the Community Development Department, with all information known at the time of submittal. Attachments are listed on the application. Some items may not be available at this stage, but at a minimum should include: an architectural conceptual elevation, color and fabric samples, narrative project description, photographs and estimated project cost. The Community Development Department will review the proposed project and offer suggestions to the applicant.

TIF APPLICATION SUBMISSION: Submit a TIF Assistance Application and all required attachments. The purpose of the application and attachments is to provide all relevant information needed to make an appropriate recommendation to the City Council concerning funding. Incomplete applications will not be considered, and in fact, should not be submitted.

LOCAL HISTORIC DISTRICT OR LOCAL LANDMARK: Any project within a Local Historic District or is a Local Landmark, the applicant shall submit a Certificate of Appropriateness request to the Galesburg Landmark Commission. Applicants are encouraged to attend the meeting when the application will be considered.

REVIEW OF TIF APPLICATION: The Community Development Department will review applications to assure compliance with program guidelines. If applications are complete, the Community Development Department will begin drafting the Redevelopers Agreement.

FINAL REVIEW BY CITY COUNCIL: Once a draft Redevelopers Agreement is ready, it will be forwarded to City Council for final review and decision.

REDEVELOPERS AGREEMENT AND CONSTRUCTION: If TIF assistance is approved by City Council, the applicant shall sign a Redevelopers Agreement, which is a legal agreement between the applicant and the City that outlines the conditions under which the TIF assistance will be received and administered. This document will be recorded in the Knox County Office of Recorder of Deeds. Once this is done and the applicant has secured all required permits, the project may proceed with the obligation of the City to reimburse costs as approved in the Agreement.

MODIFICATION OF APPROVED PLANS: If at any time during the course of carrying out the project, the applicant finds he/she is unable to substantially adhere to the work as described in the application, work should be halted as soon as is reasonable and the Community Development Department should be informed immediately. Work should not be resumed until the Community Development Department has had time to review the changes and, depending upon the extent of the changes, it may require written permission of the City Council.

TIF REIMBURSEMENT PROCESS

FINANCIAL RESOURCES: Since the TIF assistance is typically provided through the reimbursement of eligible project costs, the applicant must have available the financial resources necessary to complete the total project.

REQUEST FOR REIMBURSEMENT: There are documents required to be submitted to the City with each request for reimbursement. These documents are referenced throughout the Redevelopers Agreement, but at a minimum, the redeveloper shall provide the following:

- A Request for Reimbursement for Costs Incurred form (which is included in the Redevelopers Agreement). This form must be signed and all blanks appropriately filled in to indicate the amount expensed to date and the amount requested for reimbursement;
- Receipts and invoices;
- Lien Waivers from each material dealer, contractor and subcontractor who has done work or has furnished materials for the Project; and

ADDITIONAL COMMENTS: No funds will be dispersed without the above-mentioned documents or if completed work does not accurately reflect the Project as submitted and approved by City Council, or if the required construction permits were not issued, or the Project does not meet applicable codes.

ADDITIONAL REQUIREMENTS

ILLINOIS LICENSED DESIGN PROFESSIONAL: Few people realize how complicated a construction process is, until they find themselves lost in the maze of design options, building codes, zoning laws, contractors and so on. No two building projects are exactly alike, so there is no single clear-cut path to follow. It is for that reason that applicants should contact the Inspections Division at 309/345-3619 to discuss your project and determine whether an Illinois licensed Architect or Structural Engineer shall be required per State laws. It would also be advisable to contact the Galesburg Fire Department Fire Prevention Division at 309/345-3757.

Some people are concerned with hiring an Illinois licensed design professional for their project, but there are advantages, which may include:

- Construction documents. Drawings and specifications are the graphic and text descriptions of the project. Having a single, complete set of architectural drawings and specifications to share with prospective contractors allows an applicant to choose among comparable bids based upon the same expectations. Clear construction documents can also minimize costly delays and change orders.
- Contractor bidding process. Labor costs vary according to skill, experience and the contractor's overhead. An architect may assist you with the selection of a contractor through a competitive bidding process that selects contractors on the basis of cost, schedule, experience and approach.
- Administer the Construction Contract. The architect can make sure the project is built as it was designed, specified, and approved. The architect analyzes and helps you make decisions about "change orders", which could affect your TIF assistance eligibility and your costs. Change orders are any changes proposed by the client or the contractor or changes required to address conditions that could not have been foreseen. Change orders that affect the approved TIF assistance must be brought to the attention of the Community Development Department for review prior to being done.
- Project Administration. The architect can be responsible for authorizing payments to contractors and subcontractors, giving you added assurance that both you and your architect are satisfied with the contractor's performance and product. The architect could also receive all lien waivers and submit all pay certifications and lien waivers to the Community Development Department.

CONTRACTORS AND BID DOCUMENTS: Applicants are expected to make sound financial decisions and are encouraged to seek three or more contractor bids and include local contractors in the process when applicable. The City of Galesburg requires all General and HVAC contractors to be registered and all Electrical contractors to be licensed to perform work within the City. The State of Illinois requires all Plumbing contractors to be licensed with the Illinois Department of Public Health.

An applicant who is also a registered/licensed contractor and intends on doing some of the renovation work must submit documentation stating their qualifications and experience.

QUALITY OF WORK: All work under the TIF assistance Program shall be performed in a professional and workmanlike manner. Prior to the work commencing, contractors must secure applicable Federal, State, County and City permits, where applicable. All proposed and actual work must conform to all applicable rules and regulations of all regulatory agencies and bodies of Federal, State, County and City governments.

All completed work must pass appropriate inspection(s) of applicable reviewing agency. The Planning & Public Works Director reserves the right to withhold the TIF reimbursement payment should the final inspection reveal that work performed was not completed in a professional and workmanlike manner and/or has not successfully passed all applicable inspections.

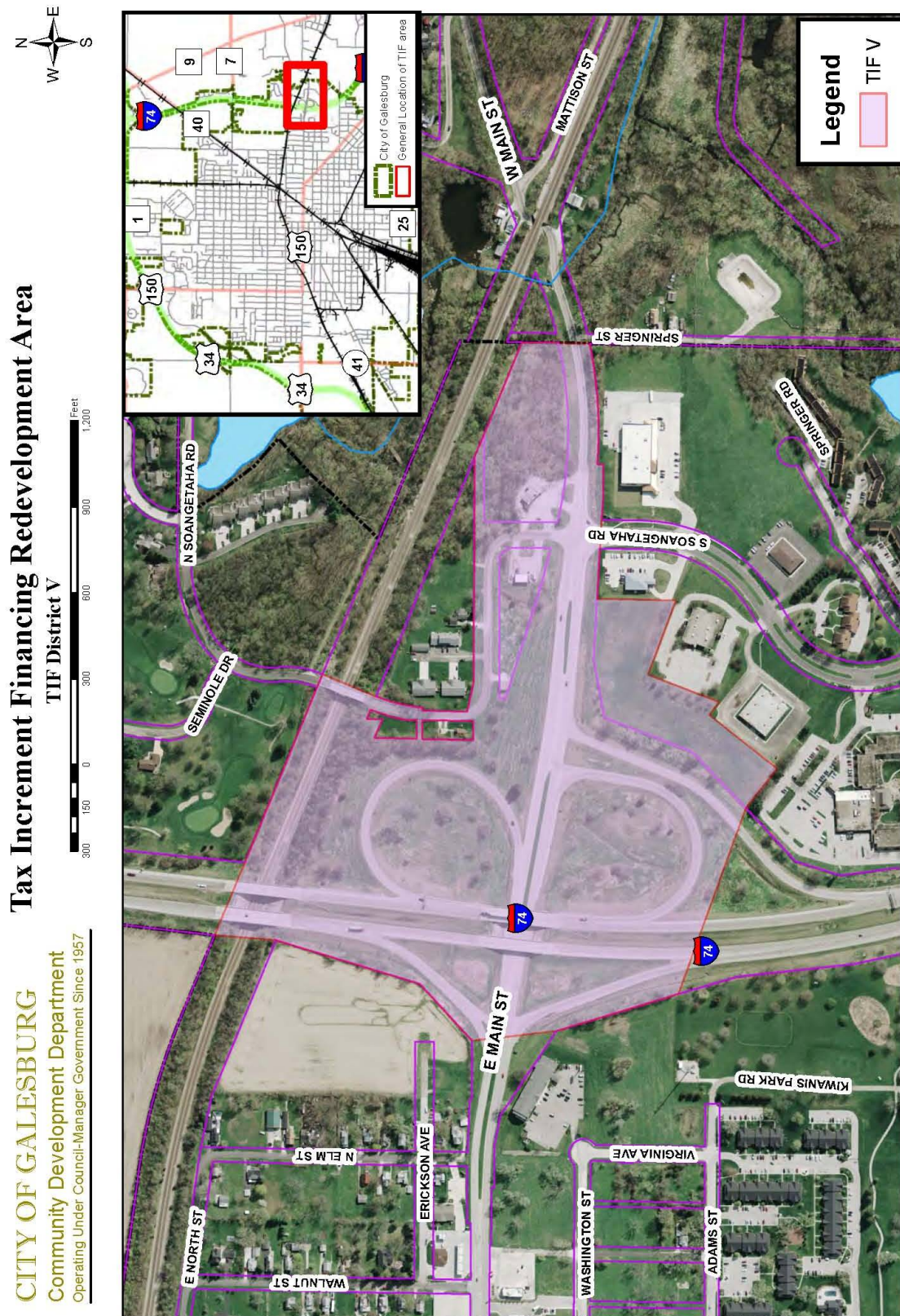
POST AWARD PROJECT ALTERATIONS: Recipients shall agree not to alter, modify, or remove the improvements made in accordance with the Redevelopers Agreement for a period of five (5) years from the date the grant is disbursed without recommendation by the Community Development Department and written permission of the City Council. The Community Development Department may recommend approval of such alterations, modifications, or removal of the improvements when it determines whether the proposed work would or would not undermine the goals, objectives and policies of the TIF assistance program. If changes are made without seeking approval, the City may take legal action to recoup some of the TIF dollars.

PREVAILING WAGE: The Illinois Prevailing Wage Act requires all laborers, workers and mechanics employed by contractors and subcontractors on publicly funded projects earn fair wages and benefits based on the “prevailing wage” for similar work performed in the area. The prevailing wage rate is determined by the Illinois Department of Labor. Contractors must comply with provisions of the Illinois Prevailing Wage Act, which requires certain language pertaining to prevailing wage be inserted into subcontracts. Certified Transcripts of Payroll will be required to be submitted to the Community Development Department.
**NOTE: If a project receives only TIF funds (no city revolving loan, no downtown council funding, etc) prevailing wage rates do not apply.*

FEDERAL INCOME TAX PROVISIONS: The TIF assistance may be treated as income subject to Federal Income Tax provisions. The City of Galesburg is not liable for any tax implications resulting from the TIF assistance. Applicants should consult a tax advisor for clarification.

DISCLAIMER: The City of Galesburg shall not be responsible for the planning, design, or construction of improvements to subject property. No warranties or guarantees are expressed or implied by the description of, application for or participation in the TIF Redevelopment Assistance Program. The applicant is advised to consult with licensed architects, engineers, building contractors and attorneys before proceeding with final plans or construction.



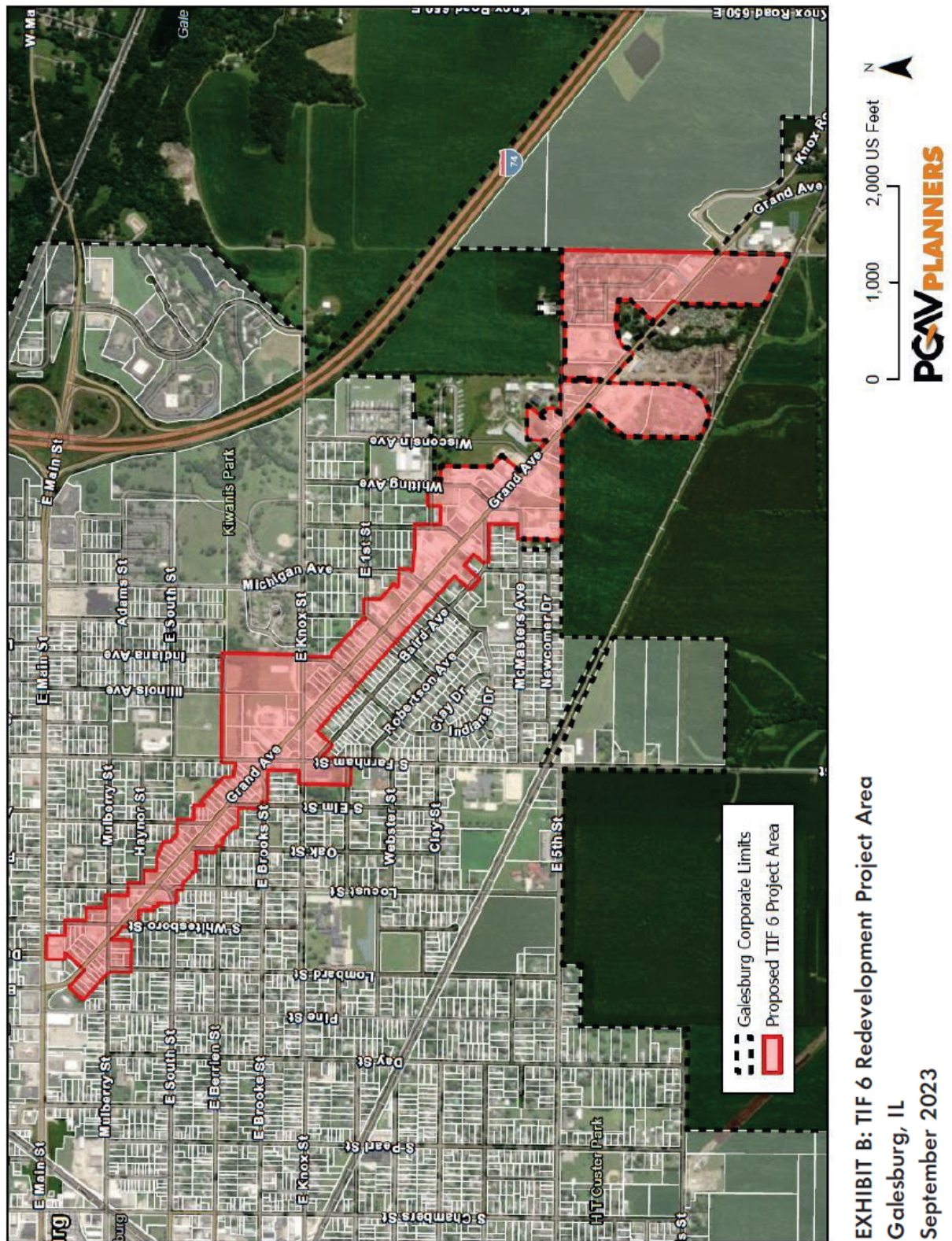


Imagery Date: 2010
Division 306 created: January 17, 2013

The information included in this map is intended to be advisory only and is NOT designed or intended to be used as a substitute for an accurate field survey, as performed by a Registered Land Surveyor, to determine precise property location

APPENDIX - C

TIF 6 Boundary Map





TIF REDEVELOPER ASSISTANCE APPLICATION

Please print or type requested information and submit it to the Community Development Department. **Please be aware, once information is submitted, it is considered public information. Limited personal information, such as financial data, may be kept confidential.**

ATTACHMENTS (READ CAREFULLY – ALL ITEMS ARE REQUIRED AND MUST BE ATTACHED)

- ☐ **PROOF OF BUILDING OWNERSHIP AND FULL LEGAL DESCRIPTION OF PROPERTY** – (i.e. copy of recorded deed). If applicant is prospective purchaser, submit fully executed contract or option contract. If acquisition cost used to factor potential increment created and potential reimbursable expense, contract shall be contingent upon TIF assistance approval.
- ☐ **OWNER CONSENT** – Required if the applicant is not the owner of the project real estate.
- ☐ **EXPERIENCE** – Provide a typed narrative or other documents to demonstrate, to the City's satisfaction, ability to construct, operate and maintain the project based upon past experience, general reputation and credit history.
- ☐ **CONSULTANTS** – Identify consultants involved or proposed to be involved in the project noting relevant experience on similar projects (i.e. civil engineer, land use planner, architect).
- ☐ **REAL ESTATE TAXES** – Provide proof there are no delinquent or unpaid taxes or special assessments, no unpaid forfeited taxes, and no redeemable tax sales against the property.
- ☐ **PROPERTY INSURANCE** - Proof of current property and casualty insurance.
- ☐ **NARRATIVE PROJECT DESCRIPTION:** Typed statement describing redevelopment project with detail, including current use, the proposed new use, what you are changing or replacing, type of new materials to be used, color, etc.
- ☐ **PUBLIC BENEFIT DESCRIPTION** – A typed statement describing the public benefit to the City resulting from the (re)development, including improvements to any public infrastructure and quality of life issues. Also include how the project will stabilize the surrounding area and promote additional development.
- ☐ **PHOTOGRAPH(S)** – Submit several photos of your building in its current condition. Be sure to clearly label each photo to indicate what improvements are being proposed.
- ☐ **DRAWINGS OF PROPOSED IMPROVEMENTS** - Conceptual elevation plans and full construction drawings prepared by an Illinois licensed Architect or Structural Engineer, when applicable, who has conducted an on-site inspection. Include product sample sheets showing colors, size, type of materials and finishes, etc. If a sign is proposed, graphically indicate sign lettering style, letter and sign dimensions.
- ☐ **DETAILED COST ESTIMATES/BIDS FOR PROPOSED IMPROVEMENTS** – Submit detailed cost estimates breaking down each part of the project from a minimum of three (3) contractor bids for each discipline. Seeking bids from local contractors is encouraged. If specific services are not available locally, provide a statement of non-availability of contractors or services. The City of Galesburg requires all General and HVAC contractors to be registered and all Electrical contractors to be licensed. The State of Illinois requires all Plumbing contractors to be licensed with the Illinois Department of Public Health. An applicant who is also a registered/licensed contractor and intends on doing work on the project must submit documentation stating their qualifications and experience.
- ☐ **LETTER OF COMMITMENT.** TIF assistance is a reimbursement incentive of eligible project costs, the applicant must provide documentation they have sufficient financial resources available to complete the total project. This can be done by a letter from all financial institutions or other applicable funding sources.
- ☐ **'BUT FOR' TEST.** A typed statement (supported by financial data) the project would not otherwise occur without the TIF incentive. Explain how your project would be affected if the full amount you are seeking as an incentive is not provided.

SECTION 1: APPLICANT/PRIMARY CONTACT INFORMATION

☐ Property Owner ☐ Tenant ☐ Developer

Name	Business Name	
Mailing address		City, State, Zip
Phone	Fax	Email

SECTION 2: COMPANY PROFILE

BUSINESS LOCATION: ☐ New business establishing itself in Galesburg
 ☐ Existing businesses
 ☐ Expanding/Remodeling at same location in Galesburg
 ☐ Expanding to an additional location within Galesburg
 ☐ Existing business relocating from (identify location): _____

BUSINESS CHARTER: ☐ Domestic Entity – chartered by the State of Illinois: IL. Business Tax #: _____
 ☐ Foreign Entity – chartered by State other than Illinois (name State): _____
 ☐ Alien Entity – chartered by a foreign country (name Country): _____

TYPE OF BUSINESS: ☐ Individual/Sole Proprietor
 ☐ Partnership
 ☐ Incorporated Business
 ☐ Type of Corporation: _____
 ☐ Limited Liability Company (LLC) _____

Registered Agent	Title
Address	City, State, Zip

☐ COMMERCIAL
☐ RETAIL
☐ SERVICE
☐ RESTAURANT
☐ OTHER: _____

PROVIDE THE FOLLOWING INFORMATION FOR EVERY PERSON THAT HOLDS 10% OR MORE OF THE OWNERSHIP.

FULL NAME	DATE OF BIRTH	ADDRESS	PHONE	% OWNERSHIP

YEAR BUSINESS ESTABLISHED: _____

SECTION 2: COMPANY PROFILE *CONTINUED*

ANNUAL SALES:	Current:	\$ _____
	Estimated Impact of Redevelopment Project:	\$ _____
ANNUAL SALES TAX GENERATED:	Current:	\$ _____
	Estimated Impact of Redevelopment Project:	\$ _____
FACILITY SQUARE FOOTAGE:	Current	_____
	Square Footage after Redevelopment Project:	_____
BUSINESS PLAN:	☐ No (Development of a Plan in relation to the redevelopment project may be required)	
	☐ Yes (Include a copy with the application)	

SECTION 3: PROJECT PROPERTY INFORMATION

PROJECT ADDRESS:	_____	
	STREET ADDRESS	STATE, ZIP
PARCEL ID NUMBER:	_____	
PROPERTY OWNER (IF NOT APPLICANT):	_____	
	Name	Business Name

	Mailing address	City, State, Zip

	Phone	Fax
		Email
MORTGAGE:	☐ Land/Building is or will be owned <i>without a mortgage</i>	
	☐ Land/Building is or will be owned <i>with a mortgage</i>	
	☐ Business identified above is currently attempting to purchase land/building	
	☐ Business identified above <i>is under contract to purchase</i> with current owner	
	☐ Business identified above <i>has leased</i> the land/building from the current owner	

SECTION 4: PROJECT DETAILS

IDENTIFY TIF DISTRICT PROJECT IS LOCATED WITHIN:

☐ TIF IV Central/East Main St Regency ☐ TIF V I-74/East Main Street ☐ TIF 6 Grand Avenue

HISTORIC SIGNIFICANCE:

☐ The property is located within a Local Historic District

☐ The property is a Local Landmark

* If either of the above are checked, it will require an application to be submitted for a Certificate of Appropriateness through the Galesburg Landmark Commission.

ZONING: Current Zoning District Classification: _____

Will a request for a zoning amendment be required to complete the project as intended?

☐ No

☐ Maybe-not sure

☐ Yes

ANTICIPATED START DATE: _____

ANTICIPATED COMPLETION DATE: _____

SECTION 5: PROJECT DETAILS *CONTINUED*

JOBS CREATED OR RETAINED AS A RESULT OF THIS PROJECT (USE SEPARATE SHEET IF NECESSARY):

Job Classification	Salary Range	# Full-time		# Part-time	
		# Retained	# Created	# Retained	# Created

SECTION 6: TENANT INFORMATION (IF APPLICABLE)Identify ***existing tenants*** that will remain after the project:

Business Name:	Type of Business (Commercial, Service, Restaurant, Retail, etc)	Owner's Name	Square Footage

Identify ***new tenants*** that will occupy the building after the project:

Business Name:	Type of Business (Commercial, Service, Restaurant, Retail, etc)	Owner's Name	Square Footage

Identify ***tenant jobs created or retained*** due to redevelopment project:

Business Name:	Job Classification	Salary Range	# Full-time		# Part-time	
			# Retained	# Created	# Retained	# Created

SECTION 7: ESTIMATED INCREMENT CREATED

Estimated Assessed Value (EAV) after project completed (who determined this amount _____):

(A)

Base EAV (when TIF was created):

(B)

Estimated EAV Increment:

(A-B)

Current Property Tax Rate:

SECTION 8: WHAT WILL REQUESTED TIF FUNDS BE USED TOWARD

- ☐ Architectural/engineering fees for the design concept
- ☐ Architectural/engineering fees for working drawings, bid specification, bid process and contractor oversight
- ☐ Acquisition of land and other property, real or personal, or rights or interests therein
- ☐ Demolition of buildings
- ☐ Clearing or grading of land
- ☐ Rehabilitation/Reconstruction
- ☐ Repair
- ☐ Remodeling
- ☐ Engineered Environmental Barrier – Site preparation and improvements that serve as an engineered barrier addressing ground level or below ground level environmental contamination, including but not limited to parking lots and other concrete or asphalt barriers.
If checked, provide written description of actions to be taken and supporting documentation.
- ☐ Job Training and Retraining – Costs of job training, retraining, advanced vocational education or career education including but not limited to courses in occupational, semi-technical or technical fields leading directly to employment, incurred for persons employed or to be employed by employers located within a redevelopment project area.
If checked, provide a written description of program to be provided.
- ☐ Interest cost incurred by a redeveloper related to the construction, renovation, or rehabilitation of a redevelopment project, provided such payments in any one year do not exceed 30 percent of the annual interest costs incurred by the redeveloper with regard to the redevelopment project during that year, and that the total of such interest payments may not exceed 30 percent of the total cost paid or incurred by the redeveloper for the redevelopment project **plus** redevelopment project costs **excluding** any property assembly costs and any relocation costs incurred by the municipality. If checked, provide a written estimate.

SECTION 9: SOURCE OF FUNDS FOR PROJECT

SOURCE/PROVIDER OF FUNDS	ANTICIPATED DATE OF RECEIVING FUNDS	ANTICIPATED AMOUNT OF FUNDS	PERCENT OF TOTAL SOURCES OF FUNDS
1. TAX INCREMENT FINANCING (TIF) INCENTIVE – THIS IS WHERE YOU INSERT HOW MUCH TIF ASSISTANCE YOU ARE ASKING FOR			
2. OWNERS EQUITY – PROVIDE PROOF OF FUND AVAILABILITY			
3. BANK – PROVIDE COMMITMENT LETTER FROM BANK			
4.			
5.			
6.			
7.			
TOTAL SOURCE OF FUNDS:			
NOTE: LETTERS OF FUNDING COMMITMENTS SHALL BE SUBMITTED FROM ALL SOURCES (EXCEPT TIF)			

SECTION 10: CONFLICT OF INTEREST DISCLOSURES

Is any owner of the business and/or land/building, or any tenant, or any of the project developers an elected official or appointed official of the City of Galesburg or related to an elected official or appointed official of the City of Galesburg, or routinely contracts with the City of Galesburg to provide goods or services:

- ☐ No
- ☐ Yes (attach written statement/letter to explain)

SECTION 11: APPLICANT SIGNATURE

I UNDERSTAND THAT MY SUBMISSION OF AN APPLICATION DOES NOT CONSTITUTE A GUARANTEE FOR FUNDING UNDER THE TIF PROGRAM. I CERTIFY THAT ALL INFORMATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE, AND IF APPROVED, WORK WILL BE COMPLETED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE TIF PROGRAM. I UNDERSTAND THAT WORK TO BE PERFORMED WILL BE IN ACCORDANCE WITH ALL APPLICABLE FEDERAL, STATE, COUNTY AND CITY REGULATIONS AND THAT ANY WORK PERFORMED PRIOR TO CITY COUNCIL APPROVAL WILL RESULT IN THE TIF APPLICATION BEING DECLARED VOID. I UNDERSTAND THAT ALL CONTRACTORS CERTIFIED PAYROLLS VERIFYING PREVAILING WAGES AND FINAL LIEN WAIVERS MUST BE SUBMITTED TO THE CITY. I AGREE TO HOLD HARMLESS, INDEMNIFY, AND DEFEND THE CITY OF GALESBURG AND THEIR EMPLOYEES AND AGENTS, FOR ANY AND ALL LIABILITIES ARISING OUT OF THIS APPLICATION, LOAN, CONSTRUCTION OR OTHER PROJECTS, AND ANY AGREEMENT TO SHARE COSTS, INCLUDING BUT NOT LIMITED TO ANY AND ALL LAWSUITS OR OTHER DISPUTES.

BY SIGNING BELOW, THE APPLICANT ACKNOWLEDGES THAT HE/SHE HAS RECEIVED AND READ THE PROGRAM GUIDELINES FOR THE TIF PROGRAM. ALSO, THE APPLICANT ACKNOWLEDGES THAT HE/SHE IS DULY AUTHORIZED TO ACT ON BEHALF OF THE COMPANY AND/OR EACH PRINCIPAL OF THE COMPANY AND THAT THE COMPANY IS PROPERLY ORGANIZED AND LICENSED TO CONDUCT BUSINESS IN THE STATE OF ILLINOIS.

Applicant Signature

Print Name

Date

If TIF applicant is not the owner of the real property, approval of this application must be obtained from the property owner in order to move forward.

I CERTIFY THAT I, THE UNDERSIGNED, AM THE OWNER OF PROPERTY LOCATED AT:

(Address of Property to be improved)

AND AUTHORIZE

(Applicant's Full Name)

TO MAKE THESE IMPROVEMENTS AND APPLY FOR TIF ASSISTANCE.

Owner Signature

Print Name

Date