

# CITY OF WASHINGTON

## PLANNING & DEVELOPMENT DEPARTMENT

301 Walnut St. · Washington, IL 61571

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### MEMORANDUM

TO: Finance and Personnel Committee  
FROM: Jon R. Oliphant, AICP, Planning & Development Director  
SUBJECT: TIF funding request – Jeff Woods, 108-112 N. Main St.  
DATE: June 14, 2019

We have received an application from Jeff Woods, who co-owns the 108-112 N. Main Street property with his wife, Julia, for TIF assistance to demolish the existing metal awning structure above the first floor and to terminate the electric that powers the lights above the awning. Included in the quote is the replacement of the awning, which would be considered by the owners and their contractor after removal of the existing structure. The application form and contractual estimate are attached for your review and consideration.

Mr. and Mrs. Woods purchased the property in 2004. Their building has experienced water issues for much of that time. The awning was installed in 2002 according to City building permit records and the owners figure it is at least somewhat attributable to the water entering the building, which was constructed in 1920. They would like to remove the awning and then make a determination about whether a replacement awning would be appropriate.

Mr. Woods has submitted a quote for this project that totals \$5,150. Please note that the estimate includes approximately \$5,000-\$10,000 for a subsequent replacement. That would be considered as a second phase of this project following the removal of the existing awning. Staff would recommend a base 20-percent base subsidy for the first phase of this project. Based on this level, staff would recommend a subsidy not-to-exceed amount of **\$1,030** to be paid in a single installment prior to the current expiration of the TIF in 2021. Staff would also recommend a 20-percent base subsidy and an additional 10-percent bonus if a new awning is installed that is more appropriate for the building and the owners receive a Certificate of Appropriateness from the Historic Preservation Commission. Staff would recommend a not-to-exceed amount of **\$3,000** (based on a possible \$10,000 cost) to be paid in a single installment for a new awning.

This is scheduled for consideration at the June 17 Finance and Personnel Committee meeting to receive a recommendation on a subsidy level for each of these phases prior to the drafting of a redevelopment agreement to be scheduled for approval at an upcoming City Council meeting.

ELIGIBLE EXPENSES	ESTIMATE	BASE SUBSIDY %	BASE SUBSIDY AMT.	HISTORIC REHAB./SCOPE BONUS %	HISTORIC REHAB./SCOPE BONUS AMT.	TOTAL SUBSIDY %	TOTAL SUBSIDY AMT.
<u>Exterior Work</u>							
Awning Demo	\$ 4,650.00	20%	\$ 930.00		\$ -	20%	\$ 930.00
Electrical termination	\$ 500.00	20%	\$ 100.00		\$ -	20%	\$ 100.00
New Awning	\$ 10,000.00	20%	\$ 2,000.00	10%	\$ 1,000.00	30%	\$ 3,000.00
<b>SUBTOTAL</b>	\$ 15,150.00	20%	\$ 3,030.00	10%	\$ 1,000.00	30%	\$ 4,030.00
<u>Interior Work</u>							
			\$ -		\$ -		\$ -
			\$ -		\$ -		\$ -
<b>SUBTOTAL</b>	\$ -		\$ -		\$ -		\$ -
<b>TOTALS</b>	\$ 15,150.00		\$ 3,030.00		\$ 1,000.00		\$ 4,030.00 (NOT TO EXCEED)

PROPOSED REIMBURSEMENT SCHEDULE

Duration: 1 year

Phase 1 \$1,030.00  
Phase 2 \$3,000.00

**EXHIBIT C**

**CITY OF WASHINGTON, ILLINOIS**  
**APPLICATION FOR TAX INCREMENT FINANCING (TIF) ASSISTANCE**  
**PRIVATE REDEVELOPMENT INCENTIVE**

Complete this form in its entirety and attach all necessary documents. Submit the completed application to the Planning & Development Department at 301 Walnut Street, Washington, IL 61571. If you have any questions, contact Jon Oliphant, Planning & Development Director at 444-1135 or by email at joliphant@ci.washington.il.us.

Applicant name: Jeff W. Woods (please print or type)  
Mailing address: 1322 Creekside Ct Haldsburg, CA 95447 Fax: \_\_\_\_\_  
Daytime Phone: 309-363-2871 Email Address: Jeff@Pylgrrm.com  
I would like to receive correspondence by: ☐ Mail ☒ Email

1. Applicant interest in property (check one): ☒ Owner/Mortgagor ☐ Purchaser ☐ Tenant
2. Property owner name: Jeff & Julia Woods
3. Business name(s): Jeff and Julia Woods Beautiful Outcome LLC.
4. Project address or location: 108-110-112 N. Main St
5. Property tax ID number(s): 02-02-23-207-0+0
6. Current use of property: ~~108-110~~ 108-110 is vacant 110-112 Cor. Kitchen - 112-6 green shoe cred
7. Proposed use of property: same
8. Choose the applicable project (check all that apply): ☐ New construction ☐ Interior renovation  
☒ Exterior renovation/restoration ☐ Relocation ☐ Site improvement ☐ Other
9. Describe the nature of work proposed for the property: The awning that was installed about 20 years ago is causing some structural damage. We would like to remove it and replace it.
10. Estimated total project cost: \$ 15-20K
11. Attach the following documentation to support the project and to complete the application for TIF assistance:
  - ✓ Preliminary, itemized cost estimates or quotes from a contractor or design professional;
  - ✓ Scaled plans, renderings, and/or photos, as applicable, clearly illustrating the proposed improvements; and
  - ✓ A copy of the Warranty Deed, including a legal description and owner name for the property.
12. Sign and date below to complete the application.

Applicant signature: Jeff W. Woods

Date: 6-6-19

**IMPORTANT:** If the Finance Committee votes on a level of assistance it will be included in a contract agreement between the City and redeveloper. NO WORK SHALL BEGIN UNTIL THE CONTRACT DOCUMENTS ARE APPROVED BY THE CITY COUNCIL. Any work that begins prior to contract approval shall be ineligible for TIF assistance.

**FOR OFFICE USE ONLY**

Date of Finance Committee review: \_\_\_\_\_

Committee action & form of assistance: \_\_\_\_\_

Comments: \_\_\_\_\_

City Council review and action by ordinance: \_\_\_\_\_ Date of First reading: \_\_\_\_\_ Date of Second reading: \_\_\_\_\_

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## ESTIMATE

Dated: June 8, 2019

Submitted to: Jeff Wood  
110 N. Main St.  
Washington, IL 61571

Project: Canopy demo

Scope of repair work to include:

- Demo existing canopy structure
- Dispose of waste

\*\* Electrical termination to be done at additional cost- \$500 estimate

\*\* Demo permits to be obtained at additional cost if necessary - \$150 estimate

\*\* Renovation cost TBD after demo - 5-10k estimate

All material is guaranteed to be as specified and the above work is to be performed in accordance with the specifications submitted and completed in a substantial workmanlike manner for the sum of Four thousand Six hundred Fifty and 00/100 Dollars (\$4,650.00)

Respectfully Submitted,

\_\_\_\_\_Dennis J. Zimmerman\_\_\_\_\_  
Dennis J. Zimmerman, Contractor

The above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Date \_\_\_\_\_ Signature \_\_\_\_\_