

**VILLAGE OF COAL VALLEY  
AGENDA  
REGULAR BOARD MEETING  
Wednesday August 16, 2017  
6:00 P.M.**

1. Call to Order – Village President Michael Bartels
2. Roll Call/Establishment of Quorum
3. Pledge of Allegiance
4. Reading and Approval of the minutes from the Regular Meeting held on August 2, 2017 and the minutes from the Executive Session held on August 2, 2017.
5. Public Presentation/Recognition and/or Public Comments  

Dave Lindburg (G & L Auto 119 E 23<sup>rd</sup> Avenue) requesting no parking signs on E. 24<sup>th</sup> Avenue behind his business.
6. Reports from the President and Other Officers (on matters not otherwise appearing on the Agenda)
  - A. President
  - B. Trustees
  - C. Police, Public Works & Admin

\*\*\* NOTE: In each of the following items the board may VOTE to approve, deny or table\*\*\*

7. Unfinished Business
8. New Business
  - A. Approval of Finance Director's Report.
  - B. Consideration and Approval of Proposal for Tax Increment Financing Services for TIF I Amendment.
  - C. Consideration and award of Generator Bids for the Ridges and Oak Knoll lift stations.
  - D. Discussion on possible creation of an Ordinance for Engine Braking.
9. Payment of Bills
10. Executive Session – Real Estate Purchase
11. Adjournment

**VILLAGE OF COAL VALLEY  
MINUTES OF THE REGULAR VILLAGE BOARD MEETING  
WEDNESDAY, AUGUST 2, 2017 AT 6:00 P.M.  
IN THE BOARD CHAMBERS OF VILLAGE HALL  
COAL VALLEY, ILLINOIS**

1. Call to Order:

The regular meeting of the Village Board was called to order at 6:00 P.M. by Mayor Bartels

2. Roll Call

Present: Mayor Bartels, Adam Bain, Dale Keppy, Bruce Crowe, Kevin Stickell, Jake Hoyt.  
Absent: Stan Engstrom  
Establishment of a quorum.

3. Pledge of Allegiance

Staff present at the meeting: Annette Ernst–Village Administrator, Penny Mullen–Assistant Village Administrator & Director of Finance, Deanna Hulliger-Village Clerk and Jack Chick-Police Chief.

4. Reading and Approval of Minutes

Trustee Stickell made a motion to approve the minutes of the Regular Board meeting held July 19, 2017. Trustee Hoyt gave a second to the motion. Ayes 5, motion carried.

5. Public Presentation/ Recognition and/or Public Comments

Resident Jim VanQuatham has concerns with the condition of the Jack and Jill property such as the weeds that are 3 ft. high and the gutters falling off the property. The area is an eye sore. Ms. Ernst responded that there had been a potential buyer and for the sale to go through we had to back off. That sale has since fell through and we plan to take the property to court again. There is a lot of paperwork and signage that needs to be done and after we send the proper documents to the court they will placed us on the docket and we are probably looking at a September court date. Mr. VanQuatham asked if the Villages would cut down the weeds? Ms. Ernst stated that the owner is responsible for that. Mr. VanQuatham mentioned the rules state that if the owner does not take care of the weeds properly then the Village would cut them and charge the owner for the process. Ms. Ernst stated we will have to send our guys down there then. Mr. VanQuatham is glad that something will be done soon down there.

6. Reports from the President and Other Officers (on matters not otherwise appearing on the Agenda)

A. President–Nothing to report

- B. Trustees –Trustee Keppy stated that the water main break down on Route 6 at E. 2<sup>nd</sup> Street was actually a water saddle on the main that broke. Watson Excavating and Erickson Plumbing were called in to work on the repairs. Once the companies are at the site and have been updated on the issue and start their repairs our Village employees should move on to other projects on the Village to do list. Trustee Keppy wants what is best for the community of Coal Valley and keeps an eye on what the taxpayers dollars are being spent on.

Trustee Keppy next discussed the flood situation down on Route 6. Trustee Keppy was down at the site a minimum of six times and the water was level on both sides of the flood waters were level. With the pumping of water in that area the water level should have been decreasing on the South side of the area but it was not. Mayor Bartels stated that after placing sandbags at the gate on Monday things became much better. Discussion was held further on the flood issue. The Village will try to work on some modifications to help with any future flooding issues.

Village resident Don Pearson questioned the sewer lining due to the excessive sewer charges. Do we know that the linings is being done sufficiently? Mayor Bartels informed Mr. Pearson that Hoerr Construction videos the pre-lining and the post-lining areas to show the Village the work performed.

C. Police, Public Works and Admin

Chief Chick mentioned that it has been fairly quiet around town.

The Chief let the Board know that we seized some property last fall- a 2009 Dodge Durango, utility trailer and \$1,400.00 in cash and these items will be released to the Coal Valley Police Department. The truck and trailer have been stored at Bridgeway and they do not charge police departments for storing equipment like this, so no cost there.

Chief Chick let everyone know that due to the heat some of the car batteries in the squads have been replaced.

Ms. Ernst reminded everyone of the informational TIF meeting scheduled for Tuesday, August 8, 2017 at 6:00 here in the Board room.

Ms. Ernst was contacted by Julie Rosenberg on behalf of Senator Neil Anderson and Representative Toni McCombie who will be hosting a children's safety expo at Glenview Middle School in East Moline on Saturday, September 9, 2017 from 9:00 to 11:00 or Noon. It is a touch a truck expo allowing the children to explore the variety of vehicles used by area public works departments. Do we want to participate? If so we would pay for a Village laborer to participate. Discussion was held. Ms. Ernst mentioned that she would participate in the event and there would be no cost to the Village. Further discussion was held. Ms. Ernst will attend the event and Trustee Keppy stated he will share the hours or help Ms. Ernst with the expo.

Ms. Ernst informed the Board that bids have been let for two generators. Ms. Ernst will bring the results to the next Board meeting in August.



Ms. Ernst reported that IEMA declared Coal Valley as a disaster area and we are eligible for some reimbursement from the flooding. Ms. Ernst submitted an impact form and a cost tabulation form to IEMA on Monday for a total reimbursement of \$7,173.53. This includes equipment, o/t, fuel and other items relating to the flood issue. Ms. Ernst will let the Board know when she hears/receives anything back on this submittal.

Ms. Ernst informed the Board that she has submitted the rebate form to Mid-American Energy for the exterior light project. Since it is a custom project we need to hear back from Mid-American Energy before we proceed with the work. Ms. Ernst will keep the Board informed on this process.

Chief Chick wanted to mention that he received a call today from Dave Lindburg (G & L) and there are parking issued on E. 24<sup>th</sup> Avenue. Mr. Lindburg would like no parking signs in that area and requested to be placed on the agenda for the next meeting. Valley Meats will also be notified of the agenda items as it affects them too.

Mrs. Mullen was asked to discuss the issues impacting the upcoming 2018 budget figures as stated in her memo in tonight's Board packet. Mrs. Mullen informed the Board that the August 2017 IML review book everyone has a copy of includes some articles to update us on the Municipal revenue issues. Mrs. Mullen reported that the income tax revenue for 2018 that is based on population will be reduced by 10% as instructed by the State of Illinois. There will be a 2% reduction in local sales tax that does not affect Coal Valley. Replacement tax, which is a corporate tax, will not have much of a change to our tax base as we do not have a large business population. The change for our revenue will go down approximately \$38,000.00. With our 2018 budget still being worked on we can prepare for the reductions. The State did mention two accelerated payments but due to the payments being delayed in the past we will not include them in the budget but if they happen then it will be a plus.

7. Unfinished Business-None

8. New Business

A. Consideration and Approval for Intergovernmental Agreement (IGA) with the City of Moline to provide a Class B Water Operator for Arrowhead Ranch (only)

Discussion was held on the Intergovernmental Agreement. Trustee Keppy believes that contracts for specialized need is a good thing. Ms. Ernst mentioned that our Village Attorney has reviewed the document. Trustee Hoyt added he too thinks it is a good idea.

A motion was made by Trustee Keppy to approve the Intergovernmental Agreement (IGA) with the "City of Moline to provide a Class B Water Operator for Arrowhead Ranch (only). A second to the motion was given by Trustee Stickell. This is a time sensitive issue so if the first reading can be waived that would be best. Trustee Keppy amended the motion to include waiving the first reading. Trustee Stickell gave a second to the amended motion. Roll Call: Ayes-Bain, Keppy, Crowe, Stickell, Hoyt. Ayes 5, motion carried.



Trustee Bain talked of not getting in the habit of waiving first readings so that the document can run its full course and not get rushed through. Trustee Bain realizes that this issue is time sensitive but hopes in the future we go through the full process.

B. Consideration of recommendation from Planning and Zoning to rezone Parcel 12955 from R-1 Single Family Residential to B-2 General Business zoning.

Ms. Ernst reported that she was in attendance at the Planning and Zoning meeting July 26, 2017 so if there are any questions she can try to answer them. Also Jim Rose from the Planning and Zoning Board is in the audience this evening for the same reason. Jim Rose stated a few of the main concerns from the P & Z Board was spot zoning where most of the area is zoned as one district and then a parcel in that area wants to re-zone to something else. Another concern was large construction equipment parked in the area. Discussion was held. Bryan Bealer, the representative for the Donald R. Bealer Family Limited Partnership, L.P. the legal owners of the land, stated that it will be a nice building with nice landscaping and they are close to a Village water main for hook up as well. Further discussion was held. Some of the Trustees mentioned that there are other businesses along Niabi Zoo Road heading up to the Zoo. Tree Care, Deer Processing. Further discussion was held.

Trustee Stickell motioned to accept the recommendation from the Planning and Zoning Board and deny the re-zoning request for Parcel 12955 from R-1 to B—2. A second was given to the motion by Trustee Crowe. Roll Call: Ayes-Stickell Nays-Bain, Keppy, Crowe, Hoyt. Motion denied.

Further discussion was held.

A motion was made by Trustee Bain to deny the Planning and Zoning recommendation and allow the re-zoning of Parcel 12955 from R-1 to B-2. A second to the motion was given by Trustee Crowe. Roll Call: Ayes-Bain, Keppy, Crowe, Hoyt. Nays-Stickell. 4/1 motion carried.

C. Payment of Bills

Resident Don Pearson inquired into the bill for Ehlers regarding TIF Consulting in the amount of \$3,500.00 Ms. Ernst explained it is for services to prepare and present the information for the upcoming informational TIF meeting on Tuesday, August 8, 2017 at 6:00 p.m. Discussion was held.

Trustee Keppy asked what the bill for Dultmer Sales consisted of. Cab wash soap? It should be car wash soap. Chief Chick explained it comes in a large tub and lasts for quite a while.

A motion was made by Trustee Crowe to pay the bills presented tonight totaling \$14,349.99. Trustee Keppy gave a second to the motion. Roll Call: Ayes-Bain, Keppy, Crowe, Stickell, Hoyt. Ayes 5, motion carried.

A motion was made by Trustee Bain to enter into an executive session. A second to the motion was given by Trustee Crowe. Ayes 5, motion carried.

A motion was made by Trustee Stickell to re-enter the Regular Board meeting. Trustee Hoyt gave a second to the motion. Roll Call: Ayes Bain, Keppy, Crowe, Stickell, Hoyt. Ayes 5.

9. Adjournment

A motion was made by Trustee Stickell to adjourn tonight's board meeting. A second was given by Trustee Crowe. Ayes 5, motion carried. The meeting adjourned at 8:02 P.M.

Respectfully submitted,

Deanna Hulliger  
Village Clerk



**Village of Coal Valley  
Minutes of the Executive Session  
held August 2, 2017 at 7:20 P.M. in the Conference Room  
at the Village Municipal Center, 900 1st Avenue, Coal Valley, IL**

An executive session was held to discuss pending litigation.

Respectfully Submitted,

Deanna Hulliger  
Village Clerk



Incorporated 1876  
"A Progressive Community  
with a proud past"

Village of Coal Valley  
900 1<sup>st</sup> Street  
P.O. Box 105  
Coal Valley, Illinois 61240  
Phone 309-799-3604 Fax 309-799-3651  
www.coalvalleyil.org

Michael Bartels  
Village President

The following provides a summary of the Village of Coal Valley, Illinois financial activity for the 15 months ended July 31, 2017.

**General Fund:**

Total general fund revenue for the 15 months ended July 31, 2017 was \$1,918,738.71 and expenditures were \$1,628,319.83 (includes interfund operating transfers). Revenues for the month of July were \$ 171,186.08 Expenses for the month of July were \$94,650.91.

**Administrative Department** expenditures fiscal year-to-date are \$203,068.96. Expenditures were \$12,776.93 for the month of July. Wages totaled \$4,373.03, health insurance and benefits \$845.97 and other \$7,557.93.

**Police Department** expenditures fiscal year-to-date are \$844,308.08. Expenditures were \$48,373.70 for the month of July. Wages totaled \$30,982.43, health insurance and benefits \$11,486.24 and other \$5,905.03.

**Street Department** expenditures fiscal year-to-date are \$339,626.86. Expenditures were \$22,146.34 for the month of July. Wages totaled \$8,313.42, health insurance and benefits \$2,559.26, Utilities \$2,920.63 and other \$8,353.03.

**Park Department** expenditures fiscal year-to-date are \$101,026.38. Expenditures were \$8,039.29 for the month of July. Wages and benefits \$5,576.80 and other \$2,462.49.

**Economic Development Department** expenditures fiscal year-to-date are \$61,397.60. Expenditures were \$3,314.65 for the month of July. Wages and benefits \$3,290.50 and other 24.15.

Annette Ernst  
Village Administrator

Penny Mullen  
Asst. Village Administrator  
Director of Finance

Deanna Hulliger  
Village Clerk

Jack Chick  
Police Chief

Ryan Hamerlinck  
Streets Parks & Water





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[www.coalvalleyil.org](http://www.coalvalleyil.org)

Michael Bartels  
Village President

**MFT Fund:**

Total MFT fund revenue for the 15 months ended July 31, 2017 was \$128,384.44 and expenditures were \$106,536.26.

**Motor Fuel Tax** revenues for the month of July are \$6,606.85. Expenditures were \$30,000 for the month of July.

**TIF Fund:**

Total TIF revenue for the 15 months ended July 31, 2017 was \$185,890.62 and expenditures were \$66,618.45.

**Tax Increment Financing** revenues for the month of July are \$7,042.62. Expenditures were \$19,527.50 for the month of July.

**Water Fund:**

Total water fund revenue for the 15 months ended July 31, 2017 was \$2,042,647.60 and expenditures were \$1,417,841.96.

**Water Department** revenues for the month of July are \$137,406.67. Expenditures were \$78,471.16 for the month of July. Wages and benefits \$17,908.40, utilities \$2,525.00, Garbage \$48,723.71 and other \$9,314.05.

Annette Ernst  
Village Administrator

Penny Mullen  
Asst. Village Administrator  
Director of Finance

Deanna Hulliger  
Village Clerk

Jack Chick  
Police Chief

Ryan Hamerlinck  
Streets Parks & Water



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Michael Bartels  
Village President

### Summary Cash Balances

**Beginning Balance July 1, 2017 \$3,149,910.41**

General Fund	\$ 1,928,411.98
Motor Fuel Tax	\$46,999.69
TIF	\$519,872.80
Capital Equipment	\$20,815.20
Capital Improvement	\$21,670.59
Controlled Substance	\$584.74
DUI	\$8,687.43
Yard Waste	\$3,008.09
Water Fund	\$709,865.05
W & S	\$10,708.19

**Ending Balance July 31, 2017 \$3,270,623.66**

Annette Ernst  
Village Administrator

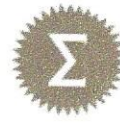
Penny Mullen  
Asst. Village Administrator  
Director of Finance

Deanna Hulliger  
Village Clerk

Jack Chick  
Police Chief

Ryan Hamerlinck  
Streets Parks & Water





**EHLERS**  
LEADERS IN PUBLIC FINANCE

April 12, 2017

Proposal for  
Tax Increment Financing  
Consulting Services

Village of Coal Valley, Illinois

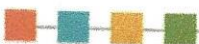
**Ehlers & Associates, Inc.**  
525 W. Van Buren Street, Ste. 450  
Chicago, IL 60607  
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**Project Contact**

Maureen Barry, Senior Municipal Advisor/Vice President  
Phone: 312-638-5257  
Email: [mbarry@ehlers-inc.com](mailto:mbarry@ehlers-inc.com)

**Project Team Members**

Maureen Barry, Senior Municipal Advisor/Vice President  
Tricia Marino Ruffolo, Municipal Advisor  
Mindy Barrett, TIF/BD Coordinator



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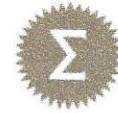
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# Proposal for Tax Increment Financing Consulting Services Village of Coal Valley, Illinois

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April 11, 2017

Annette Ernst, Village Administrator  
Village of Coal Valley  
900 1st Street  
P.O. Box 105  
Coal Valley, IL 61240

**Re: Proposal for Tax Increment Financing District Consulting Services**

Dear Annette:

Thank you for inviting Ehlers to submit a proposal to the Village of Coal Valley for consulting services to amend the Route 6 Tax Increment Financing (TIF) District to add certain parcels to the existing TIF District boundaries. At the Village's request, prior to submitting this proposal Ehlers performed a preliminary feasibility analysis and has confirmed that most of these parcels meet the eligibility requirements of the State's TIF Act. Some final work remains to complete the feasibility analysis and the proposed boundaries of the amended TIF District, but the primary remaining steps are the development and adoption of the Amended Redevelopment Plan.

The enclosed proposal describes our company's profile, Ehlers' approach to this assignment, scope of services, proposed fees, and an overview of our relevant experience.

Ehlers distinguishes itself from other financial advisory firms by our strong financial skill set, experience, independence, and the collaborative partnership we build with our clients. Ehlers' Municipal Advisors have previous local government experience in finance, management, planning, and development. For over 17 years, the Ehlers staff has helped Illinois communities of all sizes and types use Tax Increment Finance and Business Development Districts to accomplish their economic development and redevelopment goals. We take a pro-active approach to projects and we work with our clients to avoid pitfalls and calm any opposition that may arise.

Thank you for your consideration of our proposal. We appreciate the opportunity to continue to partner with the Village of Coal Valley on this project. Should you have any questions or need additional information, please contact me at (312) 638-5257 or [mbarry@ehlers-inc.com](mailto:mbarry@ehlers-inc.com).

Sincerely,

Maureen Barry  
Senior Municipal Advisor/Vice President

## Firm Organization and History

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Ehlers is an independent municipal advisory firm. Ehlers' staff has had the pleasure of providing service to local governments throughout Illinois and the Midwest since 1955. Ehlers has over eighty professionals that serve clients in the Midwest from our offices in Roseville, Minnesota; Waukesha, Wisconsin; Denver, Colorado; and Chicago, Illinois. The Village will be served by staff from our Illinois office.

Our goal is helping local governments find the financial resources they need to build the communities they envision.

Our services are grouped into four main categories, representing our core areas of expertise:

- Economic Development and Redevelopment
- Debt Planning & Issuance
- Financial Planning
- Strategic Communications

At Ehlers, all employees have ownership in the company and take ownership in serving clients. Ownership sets the tone for the operation of the firm and the nature of the services clients receive. All-employee ownership at Ehlers means:

- Every Ehlers employee has a vested interest in providing the best possible service.
- Our focus is on the long-term success of our clients, not solely on short-term profit and return on investment.

Our dedication to “how” we deliver our services is as unique and comprehensive as the service itself. We listen to our clients' needs, maintain highly qualified employees to team with them, and present customized options to help decision-makers confidently select the best and lowest cost solutions for their citizens.

Ehlers has worked successfully throughout Illinois to accomplish development and redevelopment goals through the use of Tax Increment Finance (TIF) Districts and Business Development Districts for over 17 years. We assess whether these economic development tools can provide value, and are legally, financially, and politically viable in your community.

In addition, Ehlers has helped communities use TIF and Business Development Districts to upgrade and improve infrastructure; revitalize deteriorated or outmoded commercial areas; attract development to improve job opportunities and the local economy; rehabilitate neighborhoods; and bring new development to areas that are impaired by market or physical constraints, such as environmental contamination or chronic flooding.

Additional information about Ehlers is included in **Appendix A**.



## Project Personnel and Availability

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Ehlers uses a team approach with Municipal Advisors assisted by research analysts. One Municipal Advisor will have primary responsibility for our work with the Village and will be assisted by several staff members. This approach affixes responsibility and assures continuity of service for the client from initial submittal through any follow-up work. This also allows a better match of Ehlers' staff expertise to the needs of the Village.

Maureen Barry, Senior Municipal Advisor, will serve as lead advisor for the Village. As such, project work will either be completed by or directly overseen by Maureen, and she will attend all scheduled meetings. Tricia Marino Ruffolo, Municipal Advisor, will serve as the second advisor for the Village. She will assist with field studies, reviewing qualifications of the TIF District Amendment, and review of final documents. In addition, the Ehlers Project Team will use expertise and resources from within our Illinois and our other offices, if needed, to meet the needs of the Village.

Team Member	Title	Years of TIF Consulting Service
Maureen Barry	Senior Municipal Advisor/Vice President	9+
Tricia Marino Ruffolo	Municipal Advisor	20+
Mindy Barrett	TIF Coordinator	10+

Further, the staff at Ehlers views ourselves as an extension of the Village's staff to make sure designation procedures occur in accordance with the Village's expectations. The staff assigned to the project will be available to undertake the project as indicated in the "Project Time Frame" section. Ehlers makes every attempt to be available on short notice for meetings and conference calls. We are in constant contact with our clients to make sure their needs are being met.

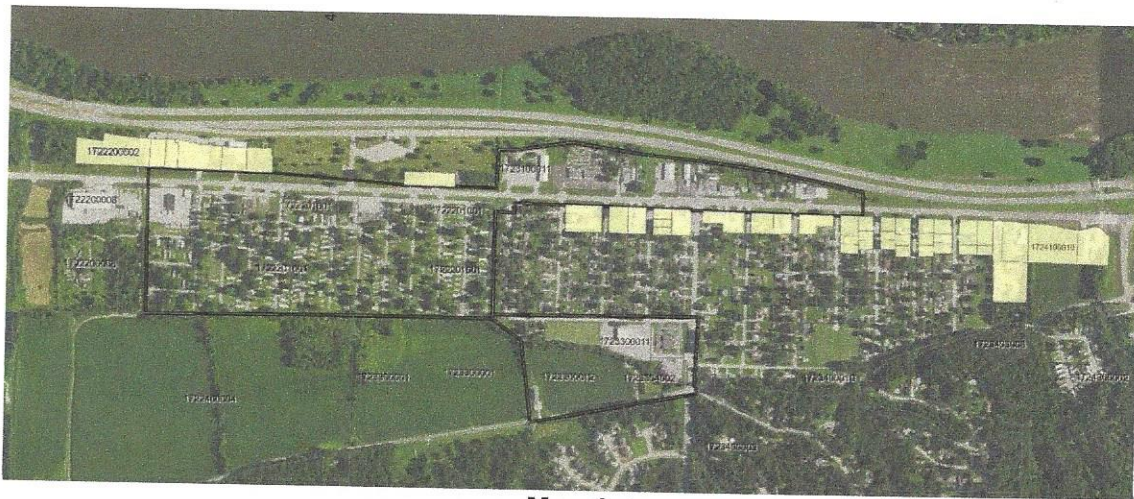
Resumes for the Ehlers Municipal Advisors listed above are available for review in **Appendix B**.



## Scope of Services: TIF District Establishment

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Ehlers will provide the following services to assist in the amendment of the Route 6 Tax Increment Financing District (the “Project”), pursuant to the criteria set forth in the Illinois Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-1 et seq. (the “Act”), to add certain properties (shown in yellow) as identified by the Village (the “Subject Area”) to the existing TIF District (outlined in black), also referred to as the “Redevelopment Project Area”, as shown below in Map 1.



Map 1

All services will be performed in conjunction with designated municipal officials and the municipality’s designated TIF attorney. Ehlers recommends that an attorney with specific experience in the development, qualification, adoption and amendment of TIF Districts within Illinois be engaged by the municipality to provide legal counsel related to this project.

The steps for amending a TIF District are outlined in the scope of services below. (Notes in the parentheses indicate work that has been completed during Ehlers preliminary feasibility analysis or remains to be completed.)

### Phase I – Feasibility Analysis of the Added Area

The purpose of Phase I is to determine whether the Project is a statutorily and economically feasible option to achieve the Village’s objectives. This phase begins upon the Village’s authorization of this engagement and ends with the delivery of the findings of the feasibility analysis to the Village. Ehlers has completed the majority of steps as part of its Feasibility Analysis. As part of Phase I services, Ehlers will:

- Consult with appropriate Village officials to identify the Village’s objectives for the Project. (Completed)
- Provide feedback as to the appropriateness of using Tax Increment Financing (TIF), and any other economic development tools as they may apply, in the context of the “but

for” test. (Completed)

- Establish preliminary amended Subject Area boundaries. Ehlers will map these boundaries and may make recommendations for alterations to the boundaries, if necessary. (Completed)
- Visually survey, research and document findings related to all eligibility criteria for each parcel within the Subject Area boundaries, and other adjacent parcels as applicable, per the criteria set forth in the Act, including the following (to be completed):
  - Location of vacant sites and vacant buildings.
  - Condition and use of each building.
  - Site conditions including roadways, lighting, parking facilities, landscaping, fence walls, and general property maintenance.
  - Equalized assessed values.
  - County, state, and federal records.
  - Existing land use, zoning ordinance and maps, flood maps, and comprehensive plan.
  - Condition of existing utilities and infrastructure.
- Determine if, and under what category, the Subject Area qualifies as a Tax Increment Financing District. (Completed)
- Confirm with Village the list of parcels to be included within the Subject Area boundaries and the boundary map. (To be completed)

## Phase II – Preparation of Amended Redevelopment Plan

This phase includes preparation of the Amended Redevelopment Plan for the Project, which includes the formal eligibility analysis for the added area. As part of Phase II services, Ehlers will:

- Review existing Redevelopment Plan to determine where amendments are needed.
- Prepare needed amendments to the Redevelopment Plan for adoption. Such amendments may include:
  - Updated revenue estimates, program costs, and plan budget.
  - Updated Projections of EAV and Tax Increment for the Amended Redevelopment Project Area.
  - Revised Redevelopment Goals and Objectives for the TIF Plan in conjunction with the Village’s Comprehensive Plan.
- Revisions to the legal descriptions of the added area and of the proposed amended redevelopment project area are the responsibility of the Village.
- Coordinate with Village’s staff, engineer, planner or other designated party to obtain



legal descriptions of the boundaries of the added area and of the proposed amended redevelopment project area.

- Submit to the Village an electronic version of the draft amended Redevelopment Plan for initial review and comment. The Amended Redevelopment Plan will include a map of the added area parcels and a map of the proposed amended TIF District boundaries, the findings of the Phase I feasibility analysis which identifies the qualifying factors for the added area, redevelopment goals and objectives that are consistent with the Village's Comprehensive Plan (if applicable), redevelopment project costs, incremental revenue estimates for Plan purposes, and other language and certifications required by the Act.
- Revise the Amended Redevelopment Plan as needed in response to comments from the Village Staff and TIF Attorney and submit a final draft version to be filed with the Village Clerk and provided by the Village to other parties according to the requirements of the Act in conjunction with Phase III services.

### Phase III - Adoption of Project

The Act requires an adoption process for an amendment that is similar to the adoption of a new TIF District, which includes a meeting of the Joint Review Board (composed of representatives from certain impacted taxing districts) and a public hearing. This phase begins after receiving notification from the Village to proceed following Phase II and ends after the adoption ordinances have been considered by the governing body, or the time allotted by the Act for that consideration has expired. In Phase III, Ehlers will:

- Coordinate with Village staff to confirm dates and times for required public meetings. Ehlers will work with the Village's TIF attorney to ensure that selected dates meet all statutory timing requirements.
- Provide guidance to the Village regarding the public participation process. The Village will be responsible for all notices to the public, residents, property owners, and publications. (Sample copies of notices and advertisements can be furnished upon request.)
- Attend and make a presentation at Joint Review Board Meeting (see "Meetings" section).
- Attend and make presentation(s) at appropriate Village Board meetings and other meetings (see "Meetings" section).
- Provide any Project Plan amendments required as a result of the Joint Review Board meeting or public participation process.
- Upon approval by the governing body, assist the Village with the submission of required information to the County.



## Phase IV - Prepare Housing Impact Statement/Study

The preliminary feasibility analysis indicates that a Housing Impact Statement/Feasibility Study will not be necessary. If residential parcels are proposed to be added during Phases II or III, and it is estimated that there will be ten (10) or more inhabited residential units that may be displaced and/or seventy-five (75) or more occupied residential units in the redevelopment project area, a Housing Impact Statement/Study may be needed.

If a Housing Impact Statement/Study is required, Ehlers will:

- Prepare a Housing Impact Study, per the Act, to include the following: number of residents, number of residents to be relocated, number of low and moderate income residents, and where applicable, a relocation plan.

Even if the Housing Impact Statement/Study is not required, if there will be seventy-five (75) or more occupied residential units in the proposed redevelopment project area, a public information meeting is required. If this is the case, Ehlers will:

- Prepare a presentation, attend, and present at a community meeting (included in Phase III services).

This phase begins after receiving notification from the Village to proceed following the completion of Phase I and ends after the Village has approved the draft Housing Impact Statement/Study, where necessary, and after any necessary revisions are completed.

## Meetings

Ehlers participation in the following meetings is included in the flat fee for the applicable phase of this Project:

1. Project initiation call with representatives of the Village to launch the next phase of the Project and coordinate various process steps (end of Phase I).
2. Conference call meeting to present and discuss the Amended Redevelopment Plan with the Village's staff (Phase II).
3. Public information meeting, where required, as related to the number of units of occupied residence (Phase III).
4. Meeting with representatives of certain impacted local taxing districts (the Joint Review Board) to review the Amended Redevelopment Project Area eligibility and scope of the proposed redevelopment project (Phase III).
5. Public hearing on the proposed Project (Phase III).
6. One additional progress meeting at the discretion of the Client (any phase).

All services will be performed in conjunction with designated staff of the Village and its designated attorney.

If requested by the Village, Ehlers will participate in additional meetings beyond this scope to discuss the proposed amended TIF District with various parties, such as the Village Board, members of the business community, etc. Any additional meeting related to the development,

qualification, and adoption of the proposed TIF District amendment will be submitted to the Village for authorization prior to and will be subject to Ehlers' Hourly Billing Rates.

## Village Responsibilities

The following items are not included in our Scope of Services:

- Legal Description of added area and Amended Redevelopment Project Area.
- Distribution of notices and mailings related to the adoption of the Amendment to the TIF District to the public, residents, property owners, and publications.
- Other consulting services. Services rendered by Village's engineers, planners, surveyors, appraisers, assessors, attorneys, auditors, and others that may be called on by the Village to provide information related to completion of the Project. If a certified Engineer's statement is necessary to determine chronic flooding, the Village will be responsible for obtaining and providing that statement.
- Legal review. Ehlers recommends that Village contract with an attorney with direct experience in the establishment of TIF Districts for consultation during this Project. All attorney expenses are to be assumed by the Village.

## Project Time Frame

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The proposed time line for the Project is presented below. Ehlers will begin Project work immediately after authorization from the Village of Coal Valley.

Task	# of Weeks
Phase I – Feasibility Analysis	2 - 3
Phase II – Preparation of Amended Redevelopment Plan	4 - 6
Phase III – Adoption of Project*	10 - 16

Some contingency times have been included in the time line. However, adherence to the above time line for each phase is dependent on timely provision of information and documents from the Village of Coal Valley and other sources, as well as timely authorization to proceed with each successive phase.



## Project Pricing

Ehlers charges a flat fee for TIF District amendment, qualification, and adoption services. The Project will be completed for the costs provided below, which includes all time, materials, and expenses associated with two iterations of the documents.

Task	Fee
Phase I – Feasibility Analysis*	\$1,500
Phase II – Preparation of Amended Redevelopment Plan	\$10,000
Phase III – Adoption of Project	\$6,500
Total:	<b>\$18,000</b>
Housing Impact Statement/Study**	\$10,000

\* Note: Most of the costs for the Feasibility Analysis have been previously invoiced.

\*\* Unless additional residential parcels are added to the proposed Amended Redevelopment Project Area, it is not expected that a Housing Impact Statement/Study will be required per the TIF Act. If one is, an additional fee of \$10,000 will be charged for this phase.

### Payment for Services

Ehlers will invoice the Village for the amount due after the completion of each phase of work. The fees are due and payable upon receipt of the invoice by the Village.

### Additional Services

Ehlers provides additional services to further the goals and objectives of the Village. These services could be included under a separate scope and agreement during or following this engagement. Detailed information about our TIF and Economic Development-related services can be found in **Appendix D**.

### Hourly Charges

For any service directed by Village and not covered by this, or another applicable Appendix, the Village will be charged on an hourly basis. Current hourly rates are:

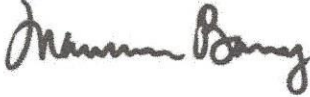
Title	Hourly Rate
Senior Municipal Advisor	\$235
Municipal Advisor	\$220
Financial Specialist I	\$175
TIF Coordinator	\$175
Clerical Support	\$100

Ehlers does not charge for most regular business expenses, except for messenger and overnight services. For travel that occurs at the beginning or the end of the standard work day hours, only travel time in excess of typical commuting time is charged. Otherwise, full travel time is charged per the Hourly Billing Rates. We have assumed some meetings will be held via teleconference or Skype to facilitate regular communication as needed in a manner that is cost effective.

# Agreement

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This proposal is respectfully submitted by authorized representatives of Ehlers & Associates, Inc.:



Maureen Barry, CIPMA  
Senior Municipal Advisor/Vice President

The Village of Coal Valley, Illinois hereby accepts the above Request for Proposal for Tax Increment Financing Consulting Services by its authorized officers, this \_\_\_\_ day of \_\_\_\_\_, 2017 for the following services:

Attest: \_\_\_\_\_ By: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Please send a copy of the agreement page with original signature to:

Ehlers & Associates, Inc.  
525 W. Van Buren St, Suite 450  
Chicago, IL 60607-3823



## Appendix A: About Ehlers

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The Illinois office is located at 525 W. Van Buren Street, Suite 450, Chicago, Illinois 60607. The Illinois office is staffed with six Municipal Advisors, one Financial Specialist, and one TIF Coordinator. Ehlers has over 80 professionals that serve clients from our offices in Chicago; Roseville, Minnesota; Waukesha, Wisconsin; and Denver, Colorado. The Village will be served by staff from our Illinois office.

Ehlers is a wholly employee-owned company through its Employee Stock Option Plan. Ehlers also owns Bond Trust Services, the ninth most active bond registrar/paying agent service in the nation, and Ehlers Investment Partners, an investment advisory company which serves the investment needs of local governments. Ehlers is led by a Board of Directors. The Chairman of the Board for Ehlers is Michael C. Harrigan. General operations are overseen by the President, Steve Apfelbacher, and a group of five Principals. The Illinois Principal is Jennifer M. Tammen.

### Federal Registration as Municipal Advisor

The Dodd-Frank Wall Street Reform and Consumer Protection Act (the "Act") enacted on July 21, 2010 requires firms/persons who are "Municipal Advisors" to register with the Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB). Generally, a municipal advisor is any person that provides advice to a municipal entity or obligated person concerning the timing, terms, structuring or similar matters of a municipal security or provides advice with respect to municipal financial products. Municipal Advisors have a federal fiduciary duty to represent their municipal entity client's best interests as part of any engagement.

Ehlers and Associates, Inc. (Ehlers) as a firm and our Municipal Advisors are included within the definition of "municipal advisors" and are required to register with the SEC as such. We have registered as a Municipal Advisor with the Securities and Exchange Commission (SEC). Ehlers Registration No. is 866-00266-00. Confirmation of Ehlers' registration can be viewed the SEC and MSRB websites.

We are a charter member of the National Association of Municipal Advisors (NAMA) (<http://www.municipaladvisors.org/>). This professional association is dedicated to high ethical standards and is committed to providing independent advice when serving as advisors to municipal entity clients.

### Potential Conflicts of Interest

The key characteristic of Ehlers is "independence." For 30 years, Ehlers has been committed to a fiduciary relationship with our clients. This means that we serve *only* your community's best interests in any financial transaction – not the interests of developers, investors, underwriters, banks or other private parties.

Ehlers and Associates, Inc. is a wholly-owned subsidiary of the Ehlers Companies. Ehlers and Associates, Inc. provides all municipal advisory and related services and is the corporate entity responsible for this proposal. Ehlers and Associates, Inc. is affiliated with both Bond



Trust Services Corporation and Ehlers Investment Partners (EIP) as additional, wholly-owned subsidiaries of the Ehlers Companies. Bond Trust Services is fully integrated with the Depository Trust Company (DTC) and serves as paying agent for the majority of our bond sales. EIP, a federally registered investment advisor, provides independent investment advisory services. Currently, these firms have no relationships with the Village of Coal Valley, Illinois.

## Appendix B: Project Team

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Ehlers offers a group of individuals with an exceptional combination of expertise and experience to act as the TIF and Economic Development Consulting Team for the Village. Below is information about the Project team and staff of the firm.

Ehlers' staff has worked in municipal management, administration, and financial management, school district administration, regional planning, economic development, and state legislative support. This team serves or has recently served as advisor to many Illinois local governments in addition to Coal Valley, including the City of Aledo, Village of Bradley, Village of Carbon Cliff, City of East Moline, City of Geneseo, City of Geneva, City of Macomb, Village of Oak Park, City of Peoria, City of Rock Island, Village of Tinley Park, Village of Westmont, City of Wheaton, and the Village of Wheeling, among others.

Ehlers will use a team approach with municipal advisors assisted by research analysts and TIF coordinator. This approach affixes responsibility and assures continuity of service for the client from the time of the proposal through any follow-up work. It also allows a better match of Ehlers' staff expertise and experience to the particular needs of the Village. The following team members will serve the Village of Coal Valley. Detailed information on representative project experience and contact information can be found in **Appendix C**.

### Maureen Barry, CIPMA, Senior Municipal Advisor/Vice President

Maureen joined Ehlers in January 2008. Prior to that time, she worked in local government for over 15 years, most recently as the Assistant Village Manager in Wilmette, and before that, for the City of Evanston and the City of Glendale, Arizona. In these roles, she worked with local government leaders and other key players in planning and managing a wide variety of governmental operations and projects. Maureen has assisted Ehlers' clients with economic development, financial consulting and municipal debt issuance projects in the City of Aledo, Village of Carbon Cliff, City of East Moline, City of Geneseo, City of Geneva, City of Macomb, City of Peoria, Village of Tinley Park, City of Rock Island, and Village of Wheeling, among others.

### Tricia Marino Ruffolo, Municipal Advisor

Tricia recently joined our Illinois Team in 2015 as a Municipal Advisor where she focuses primarily on TIF, Business Districts, and other economic development related projects including developer pro forma review. Tricia's previous experience includes serving the City of Chicago for the last three years as a Financial Planning Analyst in the TIF Division of the Department of Planning and Development. Prior to that, she formed her own real estate consulting business after 15 years with Louik/Schneider & Associates, Inc. where she served as Vice President. Louik/Schneider was a multi-disciplinary consulting firm offering professional service in the fields of urban planning, economic development including TIF, zoning, real estate development and financing for municipalities, small companies, developers, and large retailers.

**Mindy Barrett, TIF Coordinator**

Mindy has been with Ehlers since 2006 and serves as a Tax Increment Financing Coordinator in our Chicago office. She is responsible for assisting in the development and implementation of TIF projections and analysis, including gathering data from counties and the state of Illinois. Mindy would be involved in this project primarily by assisting with data research and financial modeling, among other tasks.

In addition, the Ehlers Project Team will use expertise and resources from our other offices, if necessary, to meet the needs of the Village. Resumes for Maureen Barry and Tricia Marino Ruffolo are included in the following pages.





**Maureen Barry, CIPMA**  
**Senior Municipal Advisor/Vice President**

Maureen joined the Ehlers Illinois office in 2008 as a Municipal Advisor after working directly for local governments for over 15 years. She specializes in assisting public organizations in Illinois with the design and implementation of financial and economic development solutions. Ehlers' clients benefit from Maureen's broad perspective and hands-on experience in a wide range of local government matters, including tax increment financing, development analysis, project management, debt issuance, and other public finance related projects.



**Maureen Barry**  
Direct: (312) 638-5257  
mbarry@ehlers-inc.com

#### Areas of Expertise

##### Economic Development & Redevelopment

- Tax Increment District and Business District Feasibility Studies and Plans for District Qualification and Amendment
- Project Management Services
- Revenue Projections
- TIF Annual Reports
- Development Incentives Analysis & Negotiations
  - o *Pro forma* Analysis/But For Test
- Development Strategic Planning
- Developer Attraction & Selection
- Fiscal Impact Analysis
- Revenue Bond Financing

##### Public Participation

- Referendum Strategies
- Public Participation Process

##### Debt Planning and Issuance

- Analysis & Presentation of Alternative Financing Options, Plans
- Representation to Bond Market & Credit Rating Agencies
- Refundings
- Special Service Area Financing
- Debt Management

##### Strategic and Financial Planning

- Goal Setting & Strategic Planning
- Financial Management Planning
- Capital Improvements Planning
- Fiscal Impact Studies
- Utility Rate Studies

##### Intergovernmental and Public/Private Partnerships

- Intergovernmental and Public/Private Project Studies and Negotiations

#### Certifications

- Certified Independent Professional Municipal Advisor (CIPMA) by the National Association of Municipal Advisors (NAMA)

#### Professional Memberships

- Illinois City/County Management Association
- Illinois Government Finance Officers Association
- Illinois Municipal Treasurers Association
- Illinois Tax Increment Association
- International City/County Management Association
- Lambda Alpha International (Land Economics)
- Council of Development Finance Agencies

#### Education

- Bachelor of Arts (Political Science), University of Dayton
- Master of Public Affairs (Public Management), School of Public and Environmental Affairs, Indiana University

#### Notable Projects

- Completed a study of redevelopment financing options for the Roosevelt Road Business Corridor in Oak Park, IL.
- Prepared TIF Eligibility Reports and Redevelopment Plans for two new TIF Districts in Villa Park, IL.
- Advised the City of North Chicago, IL for the refunding of two bond issues resulting in a substantial savings to taxpayers.
- Negotiated redevelopment agreements for a new commercial center in Bradley, IL and new businesses in Decatur, IL.
- Advised the Village of Wheeling, IL on a long term financial forecast and management plan.
- Completed Annual TIF Reports to the State of IL Department of Revenue for municipalities across Illinois.



**Tricia Marino Ruffolo**  
**Municipal Advisor**

Tricia joined Ehlers in 2015 after serving most recently as a financial analyst for the City of Chicago's Department of Planning and Development and as Vice President at Louik/Schneider & Associates, Inc. She brings to Ehlers a unique perspective as a consultant for developer and municipalities and as a municipal employee.



**Tricia Marino Ruffolo**  
Direct 312.638.5262  
tmruffolo@ehlers-inc.com

**Areas of Expertise**

**Economic Development**

- Tax Increment District and Business District Feasibility Studies and Plans for District Qualification and Amendment
- Project Management Services
- TIF Feasibility Studies
- TIF Revenue Projections
- TIF Increment Analysis
- Development Incentives Analysis & Negotiations
  - o *Pro forma* Analysis/But For Test
- Development Strategic Planning
- Developer Attraction and Selection
- Fiscal Impact Analysis

**Development & Redevelopment**

- Redevelopment Planning
- Developer *Pro forma* Analysis
- Redevelopment Agreement Structuring and Negotiation
- Project Management Services
- Developer Attraction & Selection
- Developer Incentives Analysis

**Public Participation**

- Public Participation Process
- Strategic Communications Planning

**Intergovernmental and Public/Private Partnerships**

- Intergovernmental and Public/Private Project Studies and Negotiations

**Strategic and Financial Planning**

- Goal Setting & Strategic Planning
- Fiscal Impact Studies

**Professional Memberships**

- Council of Development Finance Agencies
- Illinois Economic Development Association
- Illinois City/County Managers Association
- Illinois Tax Increment Association
- Women in Planning and Development

**Education**

- Bachelor of Arts (Urban Planning), Lake Forest College

**Notable Projects**

- Managed the technical process of establishing, amending and closing out over 90 Tax Increment Financing (TIF) districts throughout the Chicagoland Area as both a consultant and as a municipal employee. Successfully qualified over 50 redevelopment areas as TIF districts by effectively managing a myriad of details of the approval process.
- Developed a TIF Designation Procedural Manual for the City of Chicago's Department of Planning and Development details the 75+ steps required for a TIF designation process.
- Initiated review and streamlined procedures for designation TIF districts; identified cost saving measures for notification and mailing procedures and long term record storage as required by the State of Illinois.

## Appendix C: Related Project Experience & References

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The Ehlers Illinois Team has worked successfully throughout Illinois for over 17 years to accomplish municipalities' development and redevelopment goals. The following summaries describe how Ehlers has recently served other Illinois communities. Contacts for these communities may also be used as references.



## City of Peoria

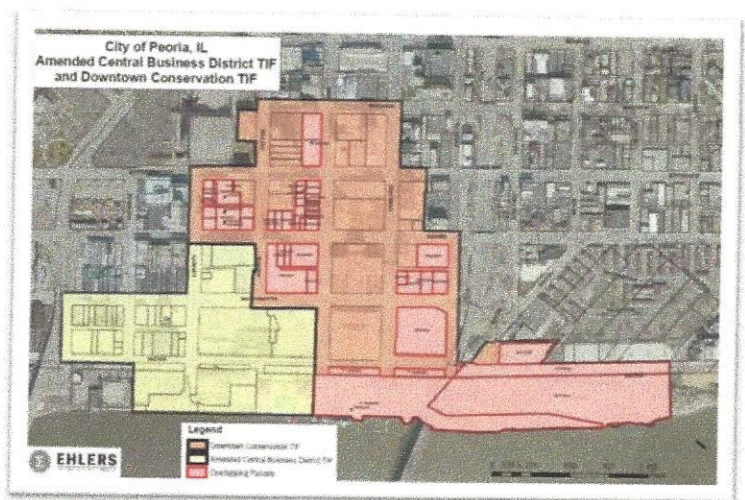
The City of Peoria is the oldest community in Illinois with a population of 115,007 (2010 Census). It is the second largest metropolitan area in Illinois, and boasts the second most densely developed downtown. In 2013, Ehlers assisted the City with the creation of one new TIF District and the amendment of an existing TIF District to spur investment in its Downtown.

An amendment was first made to the Central Business District (CBD) TIF (in Downtown Peoria) to remove parcels from the original redevelopment project area (RPA). Prior to the adoption of the amendment, a study of the amended RPA was performed to confirm that the area would have achieved TIF qualification at the time of the original study without those parcels. The CBD TIF Redevelopment Plan was then updated to incorporate a new budget, goals, and other items. The amendment also added language to bring the Amended TIF Redevelopment Plan into compliance with current TIF Act requirements.

The parcels that were removed from the CBD TIF were then included in the new Downtown Conservation TIF. The Downtown Conservation TIF is the home of Caterpillar, Inc.'s world headquarters. Caterpillar is the world's leading manufacturer of construction and mining equipment and diesel and natural gas engines. The Downtown area has many of the elements that attract residents to live in a central business district – historic architecture, proximity to the workplace, pedestrian friendly areas, public gathering spaces, and recreational opportunities. Yet, while some residential development and redevelopment had taken place, the downtown lacks some of the retail amenities residents desire, in addition to other problems to overcome in its redevelopment, such as deteriorated buildings and paved areas, building vacancies, and needed renovation and demolition of older facilities, which would be too costly to undertake without public funding assistance. The City is in the early stages of using tax increment to help make improvements and induce private investment into the area.

### Contact:

Christopher Setti, Assistant City Manager  
419 Fulton Street  
Peoria, IL 61606  
Phone: (309) 494-8618





## Village of Tinley Park

The Village of Tinley Park undertook the development of two TIF Districts in 2003. The focus of these TIFs was to redevelop key projects as identified by a downtown strategic plan. Ehlers was hired to assist the Village with TIF District qualification and adoption, redevelopment implementation and management, developer RFP, developer negotiations, pro forma analysis, and TIF increment projections.

During the TIF District qualification process, the exact boundaries of the TIF Districts became an issue. The Village had made the decision to minimize the number of properties in the TIF Districts, believing that this would be beneficial to the local School District. However, in negotiations the School District indicated it was desirous of adding parcels not initially identified for the TIF. Ehlers assisted with the creation of TIF boundaries that would not only increase the EAV of the parcels for the School District at the end of the TIF, but encourage a large enough redevelopment effort to stimulate additional redevelopment and increase EAV in areas surrounding the TIF.

This work has resulted in Tinley Park becoming a major retail, restaurant, and hospitality hub for the southern suburbs. Additionally, the School District's belief that activity in the TIFs would result in redevelopment outside the TIF areas has become reality, as significant rehabilitation and renewal of properties in this area has occurred.

More recently, Ehlers worked with the Village to develop and adopt two new TIF Districts, the Legacy TIF and the Mental Health Center TIF, which includes a 280-acre property which was formerly owned and operated by the State of Illinois. The site is the single-largest master planning and development opportunity within the Village and in the southwest suburban area. Ehlers also provides TIF increment projections on redevelopment proposals and other TIF Consulting and Administration services on an ongoing basis for the Village.

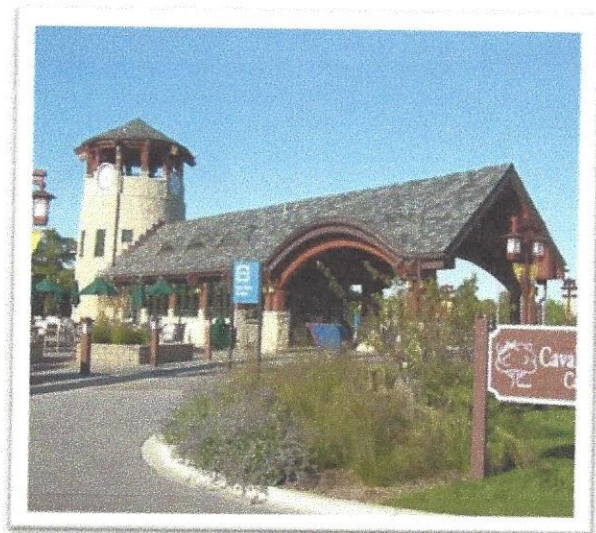
### Specialized Project Experience

- Downtown Development
- TIF District Creation
- TIF Amendments
- Redevelopment Implementation
- Public Participation
- Developer RFP and Negotiations
- Pro forma Analysis
- TIF Increment Projections

### Contact:

David Niemeyer, Village Manager  
Brad L. Bettenhausen, Village Treasurer  
16250 S. Oak Park Avenue  
Tinley Park, Illinois 60477

Phone: (708) 444-5000    Email: [dniemeyer@tinleypark.org](mailto:dniemeyer@tinleypark.org)    [bbettehnausen@tinleypark.org](mailto:bbettehnausen@tinleypark.org)



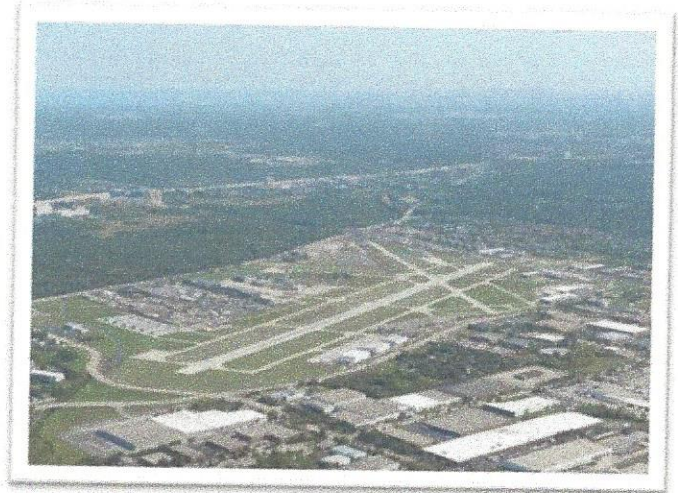


## Village of Wheeling

The Village of Wheeling is a suburban community located in northwestern Cook County. The Village has experienced tremendous growth, but growth is slowing as the Village becomes built out. Its older developments are starting to experience decline. Like other communities located on the far edges of Cook County, Wheeling's commercial and industrial development is at a disadvantage when more favorable tax rates are in place in close proximity to the community, such as in Lake County.

Ehlers has provided the Village with TIF Eligibility and Adoption, as well as TIF Amendment services in a number of areas.

In 2008, Ehlers assisted the Village with the creation of its Southeast (Industrial Lane) TIF, which encompasses the Chicago Executive Airport, including a number of vacant parcels surrounding the airport. Although there has been limited development in the TIF District and the need for tax increment financing still exists, the economic recession that began almost immediately after the TIF was adopted caused the equalized assessed



value (EAV) of the area as a whole to decrease significantly below the base values that were established when the TIF was adopted in September, 2008. This led to a substantial diminishment in the TIF revenues generated since that time. With Ehlers' assistance, the Village determined that its best option was to terminate the TIF and re-establish a new TIF in largely the same area, which allowed the Village to re-set the base equalized assessed values at the lower levels. This new TIF, the Southeast-II TIF, was adopted by the Village in July, 2014.

The Village intends that the new TIF will help redevelop the area around and including the airport with airport-related uses, as well as retail and office development. The TIF will also help the community improve existing residential areas. Ehlers continues to assist the Village by performing various TIF and economic development studies as needed.

Contact:

John Melaniphy, Director of Economic Development

2 Community Boulevard

Wheeling, Illinois 60090

Phone: (847) 499-9094

Email: [jmelaniphy@wheelingil.gov](mailto:jmelaniphy@wheelingil.gov)



## Appendix D: Economic Development Services

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Ehlers offers sophisticated analysis of revenue projections, financial feasibility, and the potential impacts of development to the Village and other taxing districts. Ehlers is available to assist the Village with the items described below or other services as needed by the Village:

### **Business Districts**

In Illinois, the Business District designation is an important municipal economic development tool that provides strategic planning and sales tax financing for both development and redevelopment areas. Ehlers provides a complete range of services for business district adoption and implementation. Key services include: analysis of business district eligibility, documentation of eligibility findings, preparing the legally required business district plan, analysis of financial feasibility, estimating sales tax revenue potential and facilitating the public hearing and review process.

### **TIF Financial Feasibility Study**

Ehlers can provide the necessary financial feasibility study for the construction of Developers Notes or for the issuance of bonds.

### **Review of Taxing District Impact**

As part of negotiations with the overlapping taxing districts on the creation, expansion, or extension of a TIF district, the Village may need to provide fiscal impact information to the school or other taxing district. Ehlers can prepare this information on behalf of the Village. Ehlers would be prepared to discuss findings with both the Village and the taxing districts to assist the Village in its final strategy.

### **TIF Reports**

Ehlers is available to prepare annual TIF reports or to assist staff in the preparation of these reports. As part of this activity, Ehlers will attend and present reports at the Joint Review Board meeting.

### **Tax Revenue Projections**

Ehlers can provide projections that estimate the impact of new development to the equalized assessed value of properties and the expected level of tax revenue. These projections are used to help determine the amount of tax revenue that may be generated by certain development and the overall amount that may be available to fund development projects.

### **Developer Pro forma Analysis**

Municipalities are often approached by developers seeking funding to support a proposed project. One of the biggest challenges communities face when working with developers is determining the appropriate level of assistance. Ehlers Municipal Advisors regularly conduct Pro forma Analyses for communities pursuing redevelopment, helping them assess the appropriate level of need and developer assistance. This includes determining whether there may be a gap in funding that precludes private parties from earning a reasonable rate of return on their

investment to market standards. If the answer is no, Ehlers will advise that public assistance is not required. If the answer is yes, Ehlers quantifies the public assistance and recommends limits. This further confirms the “but for” clause of the TIF Act.

Note: The Developer Pro forma Analysis fee may be reimbursed to the Village by the developer.

## Developer Identification, Selection, Negotiation and Agreement Implementation

### Developer Identification and Selection

Ehlers assists communities in the identification of potential commercial tenants and retail development options through a defined process. The first step in the process is to conduct meetings with developers and real estate professionals in an informal setting. There are several advantages to these types of meetings. First, this is an opportunity to spread the word about the site’s potential to the development community. The Village would gain insight into the current real estate market without being pressured by a developer or broker. In today’s uncertain market, the meetings would offer insight into the type of tenants that are looking to expand and those tenants’ needs for certain site attributes. The Village would also gain an understanding of how any changes to the infrastructure may help spur development. These meetings provide a solid understanding of what the market will support and the type and number of tenants that would be interested in the location. If necessary, the Village may wish to have a market study completed by a real estate professional at this time.

Ehlers may then prepare a Request for Proposal (RFP) based on information gathered. The RFP is sent to a list of qualified developers with whom Ehlers has experience or knowledge, as well as those identified by the Village. Ehlers assists the community in the interview of the developers and evaluates their proposals, providing information to the community as the basis for their selection of the developer.

### Developer Negotiation and Agreement Implementation

Ehlers has extensive experience in negotiating development agreements for a wide range of commercial, residential, and mixed-used projects. Just as critical as experience in this area, is the need for a consultant that is independent. When Ehlers works in a municipality, it works for the municipality – not the developer.

Ehlers has taken a lead role in many development negotiations, as well as provided feedback on redevelopment agreements negotiated by others. The final agreement is subject to attorney approval. Examples of recommendations Ehlers has made include:

- Amount, type, and timing of incentives or assistance to developers.
  - Receipt of incentives geared toward performance.
  - Incentives based on goals of municipality.
- Use of “Look Back” provisions in development agreements, so that if a project is more successful than projected, the developer returns funds to the municipality.

During and after construction, Ehlers can manage development agreements by determining eligible expenses and calculating reimbursements.



## Debt Issuance

Ehlers can assist the community in the issuance of debt to support the project, including:

- Exploration of type of debt that best serves the community.
- Preparation of Feasibility Study to support the project.
- Negotiation of debt.

Note: Ehlers can assist with the issuance of debt, subject to a separate service agreement. Fees would depend upon the size and complexity of issue and form of debt.