

**CITY OF PEORIA, ILLINOIS
EAST VILLAGE GROWTH CELL ADVISORY COMMITTEE
REGULAR MEETING**

**THURSDAY, MARCH 21, 2024 AT 6:00 PM
EAST BLUFF COMMUNITY CENTER
512 E. KANSAS STREET, PEORIA, IL 61603**

1. CALL TO ORDER
2. ROLL CALL
3. ELECTION OF OFFICERS
4. APPROVAL OF THE AUGUST 31, 2021 MEETING MINUTES
5. APPROVAL OF THE APRIL 4, 2023 MEETING MINUTES
6. NEW BUSINESS
 - a. Introduction of members
 - b. Summary of Committee Charter and TIF Purpose
 - c. East Village TIF Finances Update
 - d. East Village Housing Program Update
 - e. Wisconsin Avenue Right of Way Improvements Update
 - f. Approve Recommendation to Use EVGC TIF Funds for Demolition of Residential Garages
7. CITIZENS OPPORTUNITY TO ADDRESS THE COMMITTEE
8. ADJOURNMENT

**:OF THE CITY OF PEORIA, ILLINOIS:
EAST VILLAGE GROWTH CELL TIF ADVISORY COMMITTEE
Special Meeting**

CALL TO ORDER

The Special Meeting was held by the East Village Growth Cell Committee (EVGC) virtually on August 31, 2021 at 6:00 p.m. Councilmen Riegenbach called the meeting to order @ 6:02 p.m.

ROLL CALL

Roll call showed the following Commissioners were present: Ed Peszek, Marilyn Mosely, Ilthea Sugg, Shannon Techie, Robert Wilton, Richard Mitchell - 6. Absent was, Jessie McGown Jr., Bob Anderson, Steve Katlack and Kevin Evans - 4.

Council Liaison Present: Third District Councilman Riegenbach

Staff present: Senior Urban Planner Kerilyn Weick and Associate Management Analyst Abigail Youngblood

Citizens present: Jane Genzel

MINUTES

The minutes for the August 31, 2021 meeting were reviewed.

MOTION:

Commissioner Mosely moved that the minutes be approved. The motion was seconded by Commissioner Wilton. Approved unanimously by viva voce vote 6-0.

REGULAR BUSINESS

A. Committee Work Plan for 2022

Staff Member Weick described the nature of the meeting regarding completing a work plan for the year 2022 in the East Village.

Staff Member Weick described recent suggestions presented to City staff regarding improvements in the East Village community along the Wisconsin corridor and Nebraska Avenue.

Councilman Riegenbach stated outreach for the housing program has been discussed numerous times and should be considered a top priority for the committee. Councilman Riegenbach gave an update to committee members regarding sidewalk and lighting improvements along the Wisconsin and Nebraska corridor.

Committee members questioned the type of sidewalk and lightening that would be installed.

Committee members and Councilman Riegenbach decided to choose advocating for improved lightening along Nebraska and Wisconsin as an action item for 2022 on the Committee Work Plan for 2022.

Committee members discussed working with local property and business owners to find out the needs in the area.

Committee member Techie stated another program that would assist business owners along Wisconsin, Kansas and Nebraska could be beneficial.

Committee members discussed utilizing Economic Development's and Kevin Evans resources to assist business owners.

Councilman Riggerbach discussed walking door to door with various City staff and committee members to businesses and discussing their needs.

Committee member Suggs asked about creating a survey for the business owners and creating a list of the businesses and owners that would be met with.

Committee members added housing program outreach to the 2022 Work Plan. Committee members discussed looking at previous outreach efforts and utilizing the school to inform parents through a flyer for the housing program.

Committee members discussed creating tours of the East Village like tours done in the First District.

Jane Genzel spoke about her role regarding the East Village Housing Program at her organization. She also discussed methods for outreach regarding the housing program.

Committee members began working on the responsibilities, timelines, and outcomes for various goals.

Councilman Riggerbach agreed to take the lead for the TIF funds supporting lighting along the Wisconsin corridor working with Public Works.

Committee members discussed business surveys and visits to assist property owners. Staff Member Weick discussed talking with Kevin Evans from Economic Development to assist with the visits and survey. Committee members Ed Peszek and Shannon Techie offered to assist with the survey as well.

Committee members stated they would like to meet with 50% of the business owners along the Wisconsin corridor. Councilmen Riggerbach stated he would like to ensure business and property owners are aware of the resources and programs for the East Village.

Committee member Suggs agreed to distribute the school flyer throughout her school to help promote the housing program. Councilmen Riggerbach stated having a flyer for the summer as citizens begin working on their homes. It was suggested to hold a meeting at the community center with the Community Engagement Committee to assist with the promotion of the program.

Councilmen Riggerbach volunteered to support the district tour.

Committee member Techie stated she would like to work with the new Land Bank to evaluate vacant or City owned properties within the East Village.

Citizens Opportunity to Address the Committee

ADJOURNMENT

MOTION:

Chairperson Mitchell moved that the meeting be adjourned. The motion was seconded by Committee Member Katlack. Approved unanimously by viva voce vote 6-0.

The meeting was adjourned at 7:16 p.m.

Meeting minutes prepared by:

Abigail Youngblood

**:OF THE CITY OF PEORIA, ILLINOIS:
EAST VILLAGE GROWTH CELL TIF ADVISORY
COMMITTEE**

CALL TO ORDER

A Regular Meeting was held by the East Village Growth Cell Committee (EVGC) on Tuesday, April 4, 2023 at the East Bluff Community Center located at 512 E. Kansas Street, Peoria, IL 61603 with Chairman Mitchell presiding. The meeting was called to order at 6:08 P.M.

ROLL CALL

Roll call showed the following Commissioners were present: Ed Peszek, Jessie McGown Jr., Steve Katlack, Richard Mitchell - 5. Absent: Bob Anderson, *Marilyn Mosely, Ilthea Sugg, Robert Wilton - 3.

Council Liaison Present: Third District Councilman Riggerbach

Staff present: Director of Community Development Joe Dulin, Senior Urban Planner Kerilyn Weick, and Land Manager Matt Smith.

MINUTES

Without a quorum, the minutes for the August 31, 2021 meeting were not reviewed.

REGULAR BUSINESS

A. Update on the East Village TIF Finances

Joe Dulin, Community Development Department Director, reported on the TIF fund current and projected balance. Summary noted that the 2025 increment is projected to exceed \$500,000. At which time, 20% would be directed back to District 150. Overall, the balance is healthy.

*Committee Member Mosely arrived during the report at approximately 6:15 P.M.

Discussion was held on outreach efforts to promote the East Village Housing Program.

Discussion was held that the development and operation of the OSF Health Care Cancer Institute is anticipated to have indirect impact on the increment.

B. Update on the East Village Housing Program

Joe Dulin, Community Development Department Director, provided an update on the Housing Program.

Discussion was held that direct outreach has included realtor and landlord publicity, and outreach at the East Bluff Community Center. For consideration, this year, is another direct mailing to properties in the East Village TIF.

Discussion was held regarding committee support for using TIF funds for a roof program specific to the East Village TIF. Support was expressed by committee members. More information would be provided to the committee at the next meeting.

In response to the committee, it was discussed the City does not have another housing program like the East Village Housing Program.

Discussion was held on Community Development Department efforts to lobby for state legislation change to help prevent dilapidation of properties prior to city ownership.

C. Amendments to the EVGC Committee Charter

Kerilyn Weick, Senior Urban Planner described proposed amendments to the current committee charter. Membership would not include a District 1 member or Peoria County member. Changes are recommended to adjust committee structure after redistricting, scheduling conflicts, and membership changes. The City Council has sole authority to amend the charter. Amendments would be proposed to the City Council later this year.

Councilman Riegenbach noted Chairman Mitchell's intent to not renew his term and thanked Mr. Mitchell for his service to the committee. Councilman Riegenbach also thanked Committee Member Mosely for her service to the committee as At-Large District 1 Member.

Councilman Riegenbach is hoping to have an East Bluff Townhall type event after the April election, at which point, the meeting could be a space to promote the committee, its open member position, and housing program.

NEW BUSINESS

Committee Member McGown invited the committee to attend and share details about the Glen Oak School End of the School Year Bash, scheduled for June 3, 2023 from 11-4 PM at Glen Oak School.

CITIZENS OPPORTUNITY TO ADDRESS THE COMMITTEE

None

ADJOURNMENT

Committee Member Peszek moved that the meeting be adjourned. The motion was seconded by Committee Member Katlack. Approved unanimously by viva voce vote 6-0. The meeting was adjourned at 6:55 P.M.

Meeting minutes prepared by



Kerilyn Weick, Staff Liaison

East Village Growth Cell Committee

Project Charter

2023

I. Title and Authority

This Committee shall hereby be referred to as the “East Village Growth Cell Committee” and is established by the Mayor and Council of the City of Peoria, Illinois, (“City”) as a Tax Increment Economic Development Advisory Committee as such term is defined in and in accordance with the Tax Increment Allocation Financing Act, 65 ILCS 5/11-74.4-1, *et. seq.* (“Act”). The Committee shall only serve in an advisory capacity to the City Council.

II. Purpose

The Committee has been formed to serve the City Council in an advisory capacity on the policies and actions for the administration of the East Village Growth Cell Tax Increment Financing District. In an advisory capacity, the Committee examines the implementation, operations, and maintenance of East Village TIF programs. As occasion requires, the Committee makes suggestions to city staff or city council on program proposals and development opportunities in the East Village TIF District. The Committee has been formed to help promote the programs from the redevelopment plan.

III. Membership

The Committee shall consist of members selected as follows:

Two (2) Members of the City of Peoria

One (1) Member of School District 150

Two (2) Members of OSF St. Francis Medical Center

One (1) Member at Large from Council District 2, can be a resident or a business owner

Three (3) Members at large from Council District 3, can be a resident or business owner

IV. Membership Governance

A. Term

Each member shall serve for a term period of 24 months from the time of appointment.

Members currently serving, at the time of the amendment of April 2015, shall be considered to have served one term. Their current term shall conclude either on June 30, 2015 or June 30, 2016.

B. Selection of members

Each member shall be selected by the body s/he represents in any manner deemed appropriate by such body. Should a vacancy occur for any position, the governing board of the applicable body shall determine the manner of replacement.

The members at large shall be appointed by the Mayor of the City.

Once established, the members shall vote to determine a Chairperson annually who shall preside until replaced by a majority vote of all members.

C. Attendance policy

An excused absence is defined as illness, family emergency or planned vacation, in which the Chairperson is notified in advance. A Committee Member may not have more than three unexcused absences or they will be removed from the Committee.

D. Removal of members

By a majority vote, the Committee may remove any member for cause, including but not limited to: absence from meetings; failure to carry out the purposes of the Committee; breach of confidentiality; conflict of interest or other reasonable cause.

E. Staggered Terms

The terms of the Members shall be staggered so that four (4) members are appointed in an odd year and five (5) members are appointed in an even year.

The following Members shall be selected for a 24 month term period beginning July 1, 2015:

One (1) Member of the City of Peoria

One (1) Member of the OSF St. Francis Medical Center

Two (2) Members at large from Council District 3, can be resident or business owner

The following Members shall be selected for a 24 month term period beginning July 1, 2016:

One (1) Member of the City of Peoria

One (1) Member of School District 150

One (1) Member of the OSF St. Francis Medical Center

One (1) Member at large from Council District 2, can be resident or business owner

One (1) Member at large from Council District 3, can be resident of business owner.

V. Responsibilities of Members

A. Ordinary Meetings

Ordinary Meetings of the Committee shall be held semiannually.

B. Special Meetings

At least two (2) members from different membership body of the Committee may call special Meetings at any time.

C. Notice of meetings

A notice of the meeting is to be provided to each Committee member in writing or via e-mail, setting out the date, time and place of the meeting; and be accompanied by an agenda for the meeting.

The Committee shall resolve by majority the date, time and place of meetings.

The agenda for Ordinary Meetings and Special Meetings of the Committee shall be forwarded to members of the Committee at least three (3) business days prior to meetings.

A copy of the notice of meeting, agenda and accompanying reports shall be placed on public exhibition at City Hall as soon as practicable after the time that the notice of the meeting is given to members of the Committee.

D. Minutes

Minutes shall be kept of all meetings of the Committee by such person as designated by the Chairperson, and such minutes shall be provided to the City. Each Committee member shall receive a copy of the minutes within five (5) days of the meeting of the Committee. The minutes shall be confirmed at the next regular meeting with or without amendments. One (1) copy of all minutes shall be supplied to the Council before its next meeting following that of the Committee. A copy of the minutes shall be placed on public exhibition at City Hall within five (5) days of the meeting of the Committee.

E. Presiding Member

The Chairperson shall preside at all meetings of the Committee at which he/she is present and in his/her absence a member of the Committee, elected by the members present, shall preside.

F. Quorum

A quorum for the Committee shall constitute half the membership, ignoring any fraction from the division, plus one (1).

G. Meeting Procedure

The procedures and protocols to be observed at the Committee meetings shall be as provided in Robert's Rules of Order for small committees unless inconsistent with this Charter, in which case this Charter shall control.

VI. Voting

- A. A question arising for decision at a meeting of the Committee will be decided by a majority of the votes cast by the members present at the meeting and entitled to vote on the question. Present shall also be defined-as by telephone.
- B. Each member of the Committee present at any meeting shall have one vote on any matter.
- C. Each member present at a meeting of the Committee must vote on all questions arising for a decision at that meeting.

VII. Miscellaneous

- A. Reserved
- B. Dissolution/Alteration

The Committee may voluntarily dissolve at any time with City Council approval or may be dissolved at any time upon vote of the City Council.

The Council may, at any time, either on its own initiative or at the request of the Committee, alter, delete, or add to any provisions of this charter.

VIII. Adoption

These are the functions and rules of the East Village Growth Cell Committee and have been approved by the Council, by resolution passed on JULY____ (Month) 25(Day), 2023.

Topic: Approve Recommendation to Use EVGC TIF Funds for Demolition of Residential Garages.

Background:

The city's Community Development Department often receives complaints and inquiries regarding dilapidated and subpar detached garages throughout our older neighborhoods. Due to age and deferred maintenance, the garages fall into serious disrepair, resulting in property insurance lapses, unusable space for parking and storage, create a potential danger, and pose a general burden on residents of the homes.

Since 2021, over 200 hearing officer cases have been started in the East Bluff pertaining to garages. Some of those cases are resolved by the owners, but frequently the owners are unable to complete repairs and do not have the means to demolish the garage. Therefore, there is a need for removal of unsafe, unusable garages with the TIF. Removing unsafe garages could create a parking space on the property where it was previously unusable, create more open space for family use, and reduce blighted structures in the TIF.

Recommendation:

The recommendation to the committee is to approve usage of \$100,000 in EV TIF funds to demolish unsafe detached garages at the request of the owners. The guidelines for the program are as follows:

- All residential properties within the TIF may be eligible for demolition of a garage up to \$5,000, with applications from owner-occupied residents accepted for the first 60 days and open to all owners until funds are exhausted.
 - Most garage demolitions are less than \$2,500 using the city's demolition contract.
- Applications will be available online and paper on a first come, first served basis.
- The Community Development Department staff will oversee the program and create agreements with the homeowners to remove the garage structure and typically leave the parking pad in place.
- The city will coordinate with the demolition contractor to complete the demolition in a timely manner.
 - Incidental expenses related to electrical removal and brush removal around the structure can be covered in the program.
- Program should launch in 60 days and property owners will receive a mailer informing them of the program and how to apply.

Utilizing the program will help provide more esthetically pleasing alleyways and properties, and compliment the work being done with crime prevention through environmental design on clearing spaces and providing more lighting.