

# KNOXVILLE TIF DISTRICT I 2015 COMMERCIAL BUILDING REPAIR & FAÇADE RENOVATION PROGRAM

City of Knoxville, Illinois / 33 North Side Public Square, Knoxville, IL 61448 Ph: (309) 289-2814

The primary goal of the **2015 Knoxville Commercial Building Repair & Façade Renovation Program** (the "Program") is to stimulate economic growth and visibly enhance the central business district and other commercial businesses located within the Knoxville Tax Increment Financing (TIF) District Redevelopment Project Area. By stimulating new business development and the expansion of existing commercial enterprises, the City hopes to encourage economic revitalization throughout the community.

Program grants are intended to promote substantial improvements to existing commercial storefronts, roofs and the sides of existing commercial buildings which face City streets and sidewalks. Grant funds will not be awarded for cleaning, window washing, or other routine/custodial maintenance.

All property owners and/or business owners of real property within the Knoxville TIF District I Redevelopment Project Area are eligible to apply for Program grants. Business owners who are tenants of a building for which leasehold improvements are planned must provide written consent from the property owner for all proposed improvements.

All commercial business properties located within the Knoxville TIF District I Redevelopment Project Area are eligible for funding under this Program at the rate of one (1) grant every five (5) years, subject to available funds and City Council approval. The City encourages applicants to purchase materials for the projects locally and, whenever possible, to use local contractors. Grant funds used to reimburse the costs for construction projects, which are financed in whole or in part through Tax Increment Financing, must comply with the Illinois Prevailing Wage Act. The Knoxville City Council reserves the right to award grant funds only to those projects it deems to be compliant with the Tax Increment Allocation Redevelopment Act and those projects that the City believes will further stimulate the type of commercial revitalization that is in the best interests of the citizens of the City of Knoxville.

## TIF District Grant Procedure (Maximum Potential Grant Award is \$40,000)

1. Complete the Program Application, including all requested attachments or supplemental information, and submit the Application to the City of Knoxville TIF District Committee within 60 days of undertaking the Project.
2. If the proposed Project is located within the Knoxville Historical District, the City will first forward the Application to the Planning Commission for review before the TIF District Committee submits its recommendation to the Knoxville City Council. For Projects that are not to be undertaken within the Knoxville Historical District, the TIF District Committee will submit its recommendation, if any, directly to the Knoxville City Council for approval.
3. All grants awards are limited to 75% of total costs actually incurred for the Project, not to exceed a maximum of \$40,000. The Applicant must verify a minimum cash match of 25% of the total project costs.
4. If the TIF Committee rejects a Program application, a written explanation will be provided to the Applicant. The Applicant may then revise and resubmit Application for second review.

**Proposed Redevelopment Projects which are deemed to be outside the scope of this Program may still be eligible for TIF District assistance through a separate Redevelopment Agreement.**

**For more information, contact the Knoxville City Hall at 309-289-2814.**

Knoxville TIF District I/City of Knoxville, Knox County, Illinois  
2015 Commercial Building Repair & Facade Renovation Program

PROGRAM APPLICATION

Applicant Name: GFDm, LLC

Applicant Address: 110 S. Broad St. Knoxville, IL 61448

Property Tax ID # 82-2533514

Property Owner Name(s): Gina F. Martin

Daytime Business Phone: 309-342-1169 Evening Phone: 309-368-3373

Email Address: gina@pinwheelinsureinvest.com

Type of Business (check one)  Service  Retail  Other (describe): \_\_\_\_\_

Total Project Costs: \$ 146,680.00 (estimated costs must be verified upon completion of the Project).

Amount of Grant Financing Requested: \$ 40,000.00.

*NOTE: All grants amounts are limited to 75% of total costs actually incurred for the Project, not to exceed \$40,000.00. Applicant must verify a minimum cash match of 25% of the total project costs.*

Grants shall be awarded for commercial building repair and facade renovation projects for TIF eligible project costs (pursuant to 65 ILCS 5/11-74.4 *et. seq.* as amended) on a first-come-first served basis, subject to the availability of funds and the approval of the Knoxville City Council. Please read the following requirements carefully.

ADDITIONAL REQUIREMENTS:

1. Only properties located within the Knoxville Tax Increment Financing (TIF) District are eligible to apply for the Program. A copy of the Knoxville TIF District I Redevelopment Project Area Boundary Map is available at City Hall.
2. Property owners may apply and receive Program grants for the same property only once every five (5) years.
3. The maximum Program grant amount for each approved **Commercial Building Repair & Facade Renovation Project** shall not exceed a single lump sum reimbursement of \$40,000.00 per individual commercial property as identified by the Knox County real estate tax identification number.
  - a. *Commercial Building Repair & Façade Renovation Projects* may include building facade repairs and renovations. Preference will be given to Projects for which more than 50% of total project costs relate to exterior improvements. Energy efficient interior renovation projects that qualify for and accept *Ameren Illinois ActOnEnergy* program funds (see [www.ActOnEnergy.com/Business](http://www.ActOnEnergy.com/Business) for more information) will be more strongly considered for this Program. Grant awards for roofing projects will not exceed 15% of the total cost of the project or a maximum of \$3,000.00, whichever is lowest.
  - b. General custodial and maintenance services shall not qualify for reimbursement by Program grant funds relating to Commercial Building Repair and Façade Renovation Projects.
4. Applicants must, in advance of receiving Program grant funds: a) verify that the most recent real estate tax bills have been paid for the Property; and b) verify TIF eligible project costs in an amount equal to or greater than the amount awarded to the Program Applicant by the City Council. **Program grant funds are paid by the City of Knoxville to the Applicant upon completion of the Project and verification of TIF eligible project costs – no exceptions.** The City's obligation hereunder to award grant funds for

TIF eligible project costs is a limited obligation to be paid solely from the Knoxville TIF District Special Tax Allocation Fund.

5. All Projects undertaken with Program grant funds must comply with the City of Knoxville's Design Guideline Standards (available at City Hall) and must be completed within 180 days of the City Council's approval of the Program Application.
6. All Projects located within a defined Historical District are subject to approval by the Knoxville Planning Commission prior to City Council approval.
7. Business owners who are tenants of a building for which planned leasehold improvements will be paid for with Program grant funds must provide written consent from the property owner for all proposed improvements.
8. All applications must include a description of the planned improvements, estimated costs (contractor bids) of the project and projected start and completion dates. Conceptual sketches and drawings are encouraged and the City reserves the right to request additional information, including but not limited to how the building will be utilized (e.g., type of business) once the renovations are completed.
9. It is the understanding of the City and the Applicant that the position of the Department of Labor is that the Illinois Prevailing Wage Act does not apply to TIF increment received by developers as reimbursement for private TIF Eligible Project Costs. This position of the Department of Labor is stated as an answer to a FAQ on its website at: <https://www.illinois.gov/idol/FAQs/Pages/prevailing-wage-faq.aspx>. The Developer shall indemnify and hold harmless the City, and all City elected or appointed officials, officers, employees, agents, representatives, engineers, consultants and attorneys (collectively, the Indemnified Parties), from any and all claims that may be asserted against the Indemnified Parties or one or more of them, in connection with the applicability, determination, and/or payments made under the Illinois Prevailing Wage Act (820 ILCS 130/0.01 *et. seq.*), the Illinois Procurement Code, and/or any similar State or Federal law or regulation. In addition, the Developer agrees to indemnify and hold harmless the City for any claim asserted against the City arising from the Developer's Project and/or this Agreement or any challenge to the eligibility of project costs reimbursed to the Developer hereunder. This obligation to indemnify and hold harmless obligates Developer to defend any such claim and/or action, pay any liabilities and/or penalties imposed, and pay all defense costs of City, including but not limited to the reasonable attorney fees of City.
10. The Knoxville City Council reserves the right to award grant funds only to those Applicants who undertake projects the City deems to be compliant with the Tax Increment Allocation Redevelopment Act and those projects that the City believes will further stimulate the type of commercial revitalization that is in the best interests of the citizens of the City of Knoxville. The rights and obligations of the Applicant under this Program Application shall not be assignable by the Applicant without providing written notice to the City and the City's consent is obtained prior to such assignment.
11. As an additional requirement of the Program, and prior to the Applicant receiving any Program funds to be provided by the City thereunder, the Applicant agrees that, upon request of the City, the Applicant shall allow the City's Building Administrator to inspect the Applicant's property, at a reasonable, mutually agreeable time both, prior to the City Council approving the Applicant's Program Application, and after the improvements are made to the Applicant's Property.

The undersigned certifies and warrants that to the best of his/her knowledge the information contained in and attached to this Application Form is true, correct and complete and furthermore agrees to the terms and conditions provided herein. Nothing contained in this Program Application shall be construed by the City or the Applicant or any third person to create the relationship of a partnership, agency, or joint venture between the City and the Applicant. Subject to City Council approval, this Program Application shall become a binding Redevelopment Agreement for which the undersigned hereby warrants full authority to both execute this Agreement and to bind the entity in which they are signing on behalf of.

Applicant Signature: Uma F. Martin Date: 12/29/23

# 2015 Commercial Building Repair & Facade Renovation Program

City of Knoxville, Illinois / 33 North Side Public Square, Knoxville, IL 61448

## APPROVAL FORM FOR CITY USE ONLY

Date application received by the City of Knoxville: \_\_\_ / \_\_\_ / \_\_\_ by \_\_\_\_\_

Request Verified as TIF Eligible Project Cost:  Yes  No (reason: \_\_\_\_\_)

TIF Committee Recommendation Received:  Yes  No (if no, requested revisions are attached)

Located in the Historic District:  Yes, approved by Plan Commission (date: \_\_\_ / \_\_\_ / \_\_\_)

No \_\_\_\_\_

Project grant approved by City Council:  Yes \_\_\_\_\_  No (reason: *see attached*)

**GRANT AMOUNT APPROVED: \$ \_\_\_\_\_, subject to City Council Approval  
and verification of TIF Eligible Project Costs.**

Grant **APPROVED** by the Mayor and City Council of the City of Knoxville on \_\_\_ / \_\_\_ / \_\_\_\_\_.

MAYOR & COUNCIL MEMBERS	AYE VOTE	NAY VOTE	ABSTAIN / ABSENT
<b>TOTAL VOTES:</b>			

**APPROVED:** \_\_\_\_\_ Date \_\_\_ / \_\_\_ / \_\_\_\_\_  
Mayor, City of Knoxville

**ATTEST:** \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_\_\_  
City Clerk, City of Knoxville

Project inspected by City Building Administrator on \_\_\_ / \_\_\_ / \_\_\_\_\_.

Completion of Project verified on \_\_\_ / \_\_\_ / \_\_\_\_\_.

Verification of Applicants actual TIF Eligible Project Costs as reviewed by Jacob & Klein, Ltd. and The Economic Development Group, Ltd on \_\_\_ / \_\_\_ / \_\_\_\_\_.

City grant payment issued to applicant on \_\_\_ / \_\_\_ / \_\_\_\_\_ Check No. \_\_\_\_\_.

GFDM, LLC is owned by sole member Gina F Martin

The property at 110 S Broad St. Knoxville, IL 61448 will be occupied by Pinwheel Insurance & Investments, LLC FEIN: 47-3324269 which is also owned by sole member Gina F Martin.

The renovations at 110 S Broad St. Knoxville, IL 61448 will consist of:

1. Building façade repair
2. Interior renovations for a professional office space for Pinwheel Insurance & Investments, LLC
3. Energy efficient electrical & operational renovations
4. Conference space dually available for our professional office and the Knoxville community



MECHANICAL SERVICE INC.

1144 Monmouth Blvd • Galesburg, IL 61401  
Phone 309-342-8136 • Fax 309-342-4195

9909 W Primrose Ln • Edwards, IL 61528  
Phone 309-692-7240 • Fax 309-342-4195

Re: Pinwheel Office Renovation  
110 S. Broad St. Knoxville, Illinois

**Budget Proposal**

**\$146,680.00**

**SCOPE OF WORK**

- GENERAL CONDITIONS:
  - Permitting, Design, Supervision, Dumpsters, Cleaning, etc. as required to complete the project.
- INTERIOR DEMOLITION:
  - Removal of existing walls and doors in the vestibule area to build the new conference room in the NE corner of the building per the revised layout.
  - Removal of existing office walls and doors per the layout to open up the potential office spaces.
  - Removal of existing closet & walls to open up the space for Gina's Office.
  - Removal of all casework & sinks in each of the clinic rooms to be utilized for office renovations in Phase 1 according to the new layout plan.
- ROUGH CARPENTRY:
  - Installation of box columns and LVL type headers at removed middle separation walls (only for Gina's Office) to ensure structural integrity of the roof trusses and roofing system.
- DOORS/FRAMES/HARDWARE & WINDOWS:
  - Remove existing sliding door @ Gina's Office and install standard door and frame used from existing space.
  - Furnish & install door and frame for conference room utilizing existing doors and frames from the space.
- EIFS:
  - Removal & replacement or full patch over of the existing EIFS system on the front of the building.
- FRAMING & DRYWALL & ACT:
  - Infill of Door Openings in Offices that are getting combined.
  - Drywall installation & finishing of structural columns and LVL headers.
  - Patching of walls are areas where walls and doors & frames are removed.
  - Infill of window openings in Conference Room with framing & drywall.
  - Infill framing of new doorway from Conference Room to area of building that isn't in Phase 1 of the renovation plans per the revised layout plan.
  - Patching of Ceiling System where walls are removed.
- FLOORING:
  - Installation of Carpet Tiles to match existing at offices that currently have sheet vinyl flooring.
  - Installation of rubber base to ensure complete installation of flooring.
  - Patching of flooring at areas where walls are removed.
- PAINTING:
  - Painting of all new wall patches & infills corner to corner.
  - Painting of all walls to remain.

RESIDENTIAL – COMMERCIAL – INDUSTRIAL

Plumbing – Heating – Air Conditioning – Electrical – Sheet Metal – Duct Cleaning – Commercial Refrigeration – Drain Cleaning

Visit our website at: [www.relyonmsi.com](http://www.relyonmsi.com) and  to stay informed.



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- PLUMBING:
    - Removal of water supply piping and drain piping to all sinks in offices and areas not to remain.
    - Piping of new sink location in break room area & bar sink in Conference Room.
    - Installation of (2) instantaneous hot water heaters and removal of the (2) existing older hot water heaters.
    - New gas lines run for Insta-hot water heaters.
  - HVAC:
    - Relocation of Grilles, Registers, & Diffusers in coordination with the new wall layout.
  - ELECTRICAL:
    - Replacement of existing lay-in light fixtures with new LED lay-in fixtures to meet new office layout. Ability to apply for Lighting Credits with the power company.
    - Demo of outlets and switches from walls to be removed and new office layout.
    - Relocation of low outlets in Waiting Area to TV height outlets in same wall for display TV's.
    - Low Voltage wiring for each new office location for data hook-ups.

Sincerely,

Chris Roginski  
Mechanical Service, Inc.

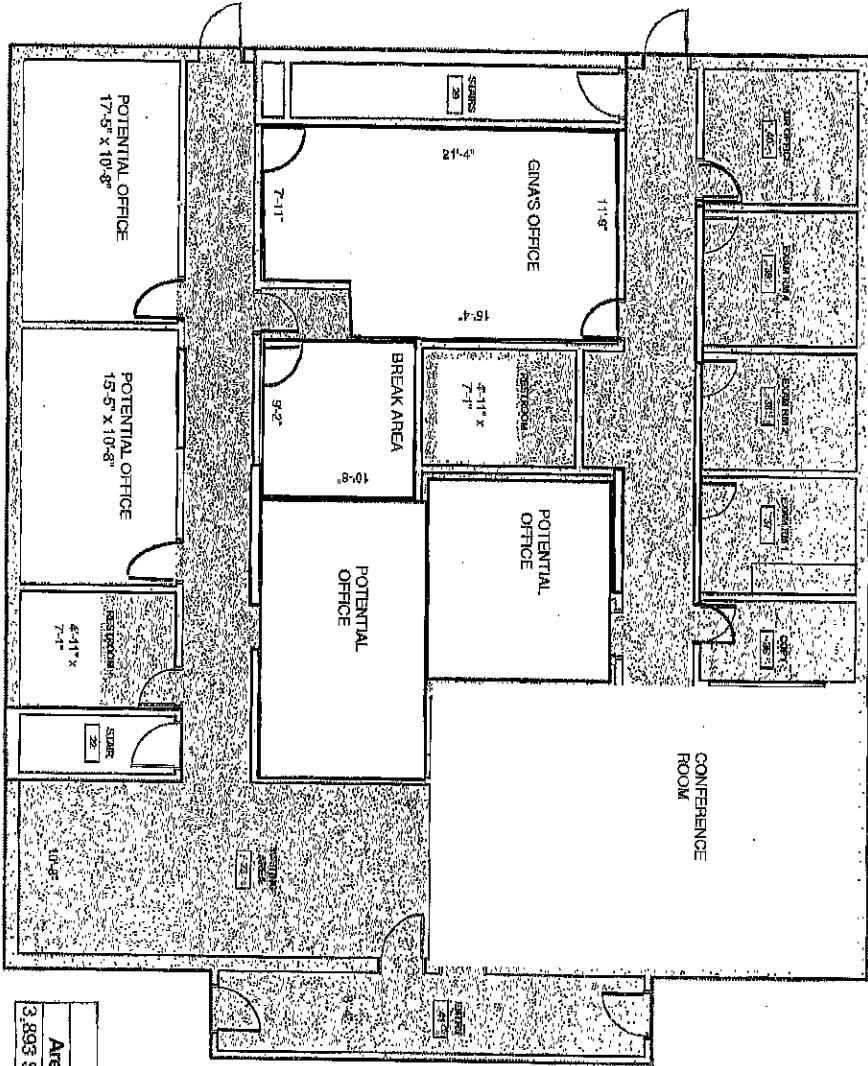
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Visit our website at: [www.relyonmsi.com](http://www.relyonmsi.com) and  to stay informed.

**1**  
FIRST FLOOR  
1/8" = 1'-0"



PINWHEEL OFFICE LAYOUT  
OPTION A - REVISED 12 22 2023

First Floor Area Schedule (Gross Building)		Level
Area	Name	
3,893 SF	Area	FIRST FLOOR

DATE	7/20/12
SCALE	1/8" = 1'-0"
DESIGNED BY	MBL
CHECKED BY	MBL
DATE	7/20/12

PROPERTY ID#  
7030