

**Normal Public Library Board of Trustees
Agenda for Monthly Board Meeting
May 30, 2018 at 5:00 PM**

Location: Normal Public Library - Board Room | 206 W. College Ave., Normal, IL 61761

1. Review of the Agenda: Corrections or Additions
2. Approval of the Minutes of the Previous Meeting (Action)
3. Approval of Expenditures (Action)
4. President's Report
5. Public Comment
6. Library Director's Report
7. Foundation Report

8. New Business
 - A. Uptown TIF Extension (Discussion)
 - B. Executive Session: Land Acquisition [Section 2(c)(5)]
 - C. Executive Session: Appointment to NPL Board of Trustees [Section 2(c)(3)]
 - D. Executive Session: Approval of Executive Session Minutes [Section 2(c)(21)]
 - E. Land Acquisition (Action)
 - F. Appointment to NPL Board of Trustees (Action)
 - G. Nonresident Fee (Action)

9. Unfinished Business
 - A. Policy Prohibiting Sexual Harassment (Discussion)
 - B. Disclosure Policy (Discussion)

10. Suggested Items for the Next Agenda
11. Next Meeting Date: June 27, 2018
12. Adjournment

The Board of Trustees of Normal Public Library may attend the regular meetings of the Normal Town Council, which take place at 7:00 pm on the first and third Monday of each month at City Hall, Fourth Floor, 11 Uptown Circle, Normal, IL 61761. Parking is available in the Uptown Station Parking Deck. The Board may also attend special Council meetings, work sessions and other events, all scheduled as needed.

**Minutes of the Board of Trustees
Normal Public Library
April 25, 2018**

Call to order: A regular meeting of the Board of Trustees of the Normal Public Library was held in the boardroom of the Normal Public Library, Normal, Illinois on Wednesday, April 25, 2017. The meeting convened at 5:03 pm, President Jess Ray presiding, and Adam Rahn, acting secretary.

Members Present: Jess Ray, President, Terry Lindberg, Vice-President, Adam Rahn, Secretary, Pam Lewis, Joel Studebaker, and JD Davis.

Library Staff Present: Brian Chase, Library Director, and Tori Melican, Children's Services Manager.

Review of the Agenda: No corrections or additions were made.

Approval of Minutes: Mr. Rahn moved to approve the minutes of the March 28, 2018 meeting. Ms. Lewis seconded. Motion carried 6-0.

Approval of Expenditures: Mr. Lindberg moved that expenditures of \$75,445.31 and 2 payrolls totaling \$156,459.51 be paid. Mr. Rahn seconded. Motion carried 6-0.

President's Report:

Mr. Ray wished former board member Ms. Rossi well in her new endeavors, and thanked Library director Mr. Chase and the staff for their hard work during the two recent Foundation events.

Public Comment:

None.

Library Director's Report:

Mr. Chase informed the board that the Per Capita check had been issued, and that the Summer Program Guide draft was almost complete.

Foundation Report:

None.

Unfinished Business:

A. Policy Prohibiting Sexual Harassment (Discussion)

Mr. Studebaker requested the board continue discussion on this after he brings back recommendations for additional phrasing to be included in the policy.

New Business:

A. Illinois Public Library Annual Report (Action)

Ms. Lewis moved to approve the IPLAR documents as presented. Mr. Studebaker seconded. Motion passed 6-0.

B. Insurance Renewal (Action)

Mr. Lindberg moved to approve the Insurance Renewal policy with Van Gundy as presented. Ms. Lewis seconded. Motion passed 6-0.

C. Disclosure Policy (Discussion)

A policy requiring the disclosure of owners of LLCs operating with the Town of Normal and Normal Township was recently proposed. Other communities, such as Chicago and Champaign, have enacted such policies, and the Library is discussing enacting similar policies itself. Board members expressed concern over the balance between transparency and red-tape, impact vs. outcomes, and whether or not other libraries have adopted policies like this. No action was taken.

D. Executive Session: Land Acquisition: [Section 2(c)(5)] (Discussion)

Ms. Lewis moved that the board enter executive session for the purpose of Section 2(c)(5) Land Acquisition, Ms. Davis seconded. The board entered executive session at 5:45pm. The executive session concluded at 6:18pm.

Unfinished Business: None.

Suggested Items for Next Agenda:

Adjournment: Meeting was adjourned at 6:18pm.

The next regularly scheduled meeting will be Wednesday, May 30, at 5:00pm.

Signed:

Secretary
Normal Public Library

Date of Approval

Town of Normal Library Expenditures to be Approved for Payment as of: May 23, 2018

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
Library Administration		
LISTEK CONSULTING	CONSULTING	\$30.00
VAN GUNDY AGENCY	ANNUAL POLICY INSTALLMENT	\$2,519.00
UNIQUE MANAGEMENT SERVICES INC	28 PLACEMENTS	\$250.60
LISTEK CONSULTING	CONSULTING	\$45.00
ALERT SIGNAL & CONTROL CO	YEARLY MONITORING	\$293.00
DIVERSIFIED MECHANICAL INC	TEMP CONTROL CONTRACT	\$712.10
HEARTLAND PARKING INC	PARKING DECK SALTING	\$58.50
DIVERSIFIED MECHANICAL INC	REPLACED FAN CYCLE SWITCH	\$200.50
DIVERSIFIED MECHANICAL INC	DUCTWORK REPAIRS	\$406.00
DIVERSIFIED MECHANICAL INC	FAN REPAIRS	\$223.19
EMMETT-SCHARF ELECTRIC CO	15A 3 WIRE DUPLEX RECEIPT	\$102.13
UNIQUE MANAGEMENT SERVICES INC	24 PLACEMENTS	\$214.80
MCLEAN CO CHAMBER OF COMMERCE	MEMBER ID# 1680 - MEMBERS	\$519.00
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	\$5,404.27
COMCAST OF ILLINOIS VI LLC	ACCT.# 8771 20 330 009120	\$35.82
NICOR GAS	ENERGY USAGE	\$530.49
Ben Mills	BOOK DROPS ON 2/17/18 - 1	\$6.54
Ben Mills	BOOK DROPS ON 3/28/18 - 1	\$6.54
CENTRAL SUPPLY CO	BLACK LINERS,TOILET PAPER	\$132.98
CENTRAL SUPPLY CO	BLACK TRASH LINERS	\$127.06
INTERSTATE ALL BATTERY CENTER	BATTERY	\$26.60
MIDWEST EQUIPMENT II	OIL,SPARK PLUGS,FILTERS	\$46.49
MILLER JANITOR SUPPLY	TOWELS,TOILET PAPER	\$363.66
MILLER JANITOR SUPPLY	KEY SWITCH,LIFT LEVER	\$72.00
ULINE INC	TRASH CANS	\$140.49
ULTRA-CHEM INC	ODOR B GONE AIR FRESHENER	\$502.90
PURITAN SPRINGS WATER	WATER SERVICE/NPL	\$46.25
MENARDS	BATTERIES&COFFEE FILTERS	\$39.73
MILLER JANITOR SUPPLY	FOAMING HAND SOAP	\$408.24
ACE HARDWARE	APR STMT/MIS SUPPLIES	\$7.99
CENTRAL SUPPLY CO	TRASH LINERS	\$78.32
Craig Humphrey	AMAZON.COM - LIGHT BALLAS	\$41.94
LAWSON PRODUCTS INC	COOLING HATS,GLOVES	\$82.91
ULINE INC	STEEL TUFF LINERS	\$140.53
SUNRISE SUPPLY	CLEANING SUPPLIES	\$171.30
VAN GUNDY AGENCY	NOTARY BONDS/R GOPINATH	\$75.00
VAN GUNDY AGENCY	POLICY RENEWAL	\$75.00
FRONTIER	PHONE SERVICE MONTHLY - L	\$127.92
TELEVEND SERVICES INC	FAXCASH PREPAID FAX CARDS	\$152.35
COMMUNICATION REVOLVING FUND	COMMUNICATION CHARGES	\$50.00
VERIZON WIRELESS - PA	ACCT# 880398978-00001	\$155.59
VERIZON WIRELESS - PA	ACCT# 880398978-00002	\$277.49
COMMUNICATION REVOLVING FUND	COMMUNICATION CHARGES	\$50.00
DEX MEDIA	ADVERTISING CHARGE	\$33.65
CARDMEMBER SERVICE	VIECO - SRP PRIZES/GIVE-A	\$1,635.92
CARDMEMBER SERVICE	MAILCHIMP - NEWSLETTERS F	\$25.00
CARDMEMBER SERVICE	FACEBK - EVENTS PROMOTION	\$33.93
CARDMEMBER SERVICE	FACEBK - EVENTS PROMOTION	\$50.00
CARDMEMBER SERVICE	USPS - APRIL'S BOARD PACK	\$11.54
HARLAN VANCE COMPANY	TABLES COVERS	\$388.14
HARLAN VANCE COMPANY	TABLE COVERS	\$388.14
Illinois AfterSchool Network	FEE TO ATTEND/FOR RANDI S	\$10.00
Rebecca Gopinath	TRAVELING AT CONFERENCE (\$73.47
Rebecca Gopinath	MEALS AT CONFERENCE (3/19	\$98.59
CARDMEMBER SERVICE	CLUB QUARTERS - LYNDSEY'S	(\$313.87)
CARDMEMBER SERVICE	MALDANER'S - CENTRAL IL D	\$12.77
Randi Sutter	BUDGET - CAR RENTAL FOR 4	\$375.26

Town of Normal Library Expenditures to be Approved for Payment as of: May 23, 2018

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
Randi Sutter	FOOD/PER DIEM	\$118.50
ILLINOIS LIBRARY ASSOCIATION	REGISTRATION FOR: LAURA G	\$150.00
ILLINOIS LIBRARY ASSOCIATION	REGISTRATION FOR: SUSAN D	\$150.00
ILLINOIS LIBRARY ASSOCIATION	REGISTRATION FOR: BRENDA	\$150.00
ILLINOIS LIBRARY ASSOCIATION	RESISTRATION FOR: SILVIA	\$150.00
CARDMEMBER SERVICE	AMAZON - HADDIX EVENT SUP	\$91.95
CARDMEMBER SERVICE	DOLLAR TREE - HADDIX EVEN	\$14.00
KROGER-INDY CUSTOMER CHARGES	MARCH STMT/MISC SUPPLIES	\$1,269.00
SAMS CLUB	MARCH STMT/MISC SUPPLIES	\$359.26
KAREN MCCLURE	MONICAL'S - PIZZA	\$72.22
WATTS COPY SYSTEMS, INC.	PRINTER RENTAL/NPL	\$384.72
WATTS COPY SYSTEMS, INC.	IMAGE CHARGES/NPL	\$138.42
WALMART COMMUNITY BRC	MISC SUPPLIES	\$150.23
WALMART COMMUNITY BRC	CRAFT SUPPLIES	\$7.50
WALMART COMMUNITY BRC	BOTTLE WATER	\$16.40
CARDMEMBER SERVICE	JEWEL - TABLECOVERING	\$72.87
CARDMEMBER SERVICE	DUNKIN - ARC VISIT, OUTRE	\$13.28
CARDMEMBER SERVICE	NORMAL PUBLIC LIB. -REFUN	(\$0.01)
CARDMEMBER SERVICE	NORMAL PUBLIC LIB. -REFUN	(\$0.01)
CARDMEMBER SERVICE	NORMAL PUBLIC LIB. -REFUN	(\$0.01)
CARDMEMBER SERVICE	NORMAL PUBLIC LIB. - TEST	\$0.01
CARDMEMBER SERVICE	NORMAL PUBLIC LIB. - TEST	\$0.01
CARDMEMBER SERVICE	NORMAL PUBLIC LIB. - TEST	\$0.01
CARDMEMBER SERVICE	TARGET - GIFT CARDS FOR G	\$290.00
CARDMEMBER SERVICE	MONICALS - FOR STAFF LUNC	\$67.89
CARDMEMBER SERVICE	AMAZON - MOUNT-IT! STANDI	\$100.32
CARDMEMBER SERVICE	AMAZON - WATER FILTER FOR	\$61.59
SAMS CLUB	YEARLY MEMBERSHIPS	\$90.00
WATTS COPY SYSTEMS, INC.	IMAGE CHARGES/NPL	\$41.71
WATTS COPY SYSTEMS, INC.	IMAGE CHARGES/NPL	\$70.22
KROGER-INDY CUSTOMER CHARGES	APR STMT/MISC SUPPLIES	\$81.68
SAMS CLUB	MISC SUPPLIES	\$195.28
BRODART COMPANY	DVD PAK W/STRIP & PKT 9X6	\$840.00
BRODART COMPANY	COLOR-ON BACK PACKS	\$8.06
BRODART COMPANY	TAPE BOOKING BINDING	\$481.44
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$329.44
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$313.51
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$364.25
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$480.38
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$249.35
CENGAGE LEARNING INC	APRIL BASIC 8 PLAN	\$155.19
CENGAGE LEARNING INC	APRIL CORE 8 PLAN	\$151.44
CENGAGE LEARNING INC	APR WHEELER HRDCOVER 5PLN	\$77.97
CENGAGE LEARNING INC	APR & MAY BIOGRAPHY 2PLAN	\$53.23
CENGAGE LEARNING INC	APR&MAY CHRISTIAN FICTION	\$72.72
CENGAGE LEARNING INC	APR CHRISTIAN ROMANCE 2PL	\$47.23
CENGAGE LEARNING INC	APRIL REVIEWERS CHOICE 2	\$47.23
CENGAGE LEARNING INC	APRIL MYSTERY 6 PLAN	\$172.43
CENGAGE LEARNING INC	APR&MAY LARGE PRINT DIST	\$41.24
CENTER POINT LARGE PRINT	ADULT LARGE PRINT BOOKS	\$273.24
CENTER POINT LARGE PRINT	ADULT LARGE PRINT BOOKS	\$22.50
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$129.75
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$142.24
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$415.90
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$116.16
CENGAGE LEARNING INC	APRIL MYSTERY SAMPLER 3PL	\$67.47
CENGAGE LEARNING INC	APRIL PEER PICKS 2 PLAN	\$47.98

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
CARDMEMBER SERVICE	LIBERATED SYNDICATION - P	\$15.00
CARDMEMBER SERVICE	MOBILE BEACON - HOT SPOTS	\$120.00
CARDMEMBER SERVICE	AMAZON - ART & CRAFT OF T	\$23.33
CARDMEMBER SERVICE	AMAZON - TEA:HISTORY,TERR	\$23.26
MISC LIBRARY REFUNDS	PAYMENT TO NATIONAL UNIVE	\$40.00
CENGAGE LEARNING INC	MAY MYSTERY 6 PLAN	\$171.68
CENGAGE LEARNING INC	MAY BASIC 8 PLAN	\$265.40
CENGAGE LEARNING INC	MAY CORE 8 PLAN	\$236.16
CENGAGE LEARNING INC	MAY WHEELER HRDCVR 5 PLAN	\$191.93
CENGAGE LEARNING INC	APR LARGE PRINT DIST PLN6	\$67.50
ULVERSCROFT LARGE PRINT BOOKS	LARGE PRINT BOOKS	\$94.44
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$161.32
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$59.26
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$975.35
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$207.51
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$426.82
CENGAGE LEARNING INC	MAY CHRISTIAN FICTION 4PL	\$71.97
CENGAGE LEARNING INC	MAY REVIEWERS CHOICE 2PLN	\$47.23
CENGAGE LEARNING INC	MAY CHRISTIAN ROMANCE 2PL	\$47.23
CENGAGE LEARNING INC	MAY BIOGRAPHY 2 PLAN	\$24.74
CENGAGE LEARNING INC	MAY MYSTERY 6 PLAN	\$93.71
CENGAGE LEARNING INC	MAY LARGE PRINT 6PLAN	\$45.75
CENTER POINT LARGE PRINT	LARGE PRINT BOOKS	\$273.24
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$131.57
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$132.74
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$108.36
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$519.84
BAKER & TAYLOR COMPANIES	ADULT BOOKS	\$475.62
BAKER & TAYLOR CONTINUATION	TRAVEL GUIDES	\$179.98
BAKER & TAYLOR CONTINUATION	TRAVEL GUIDES	\$173.03
BAKER & TAYLOR CONTINUATION	TRAVEL GUIDES	\$171.34
BAKER & TAYLOR CONTINUATION	TRAVEL GUIDES	\$145.81
BAKER & TAYLOR CONTINUATION	TRAVEL GUIDES	\$403.37
BAKER & TAYLOR COMPANIES	YOUNG ADULT BOOKS	\$38.10
BAKER & TAYLOR COMPANIES	YOUNG ADULT BOOKS	\$97.59
SCHOLASTIC BOOK FAIRS	CHILDRENS BOOKS	\$491.82
BAKER & TAYLOR COMPANIES	YA BOOKS	\$10.84
BAKER & TAYLOR COMPANIES	YA BOOKS	\$359.49
BAKER & TAYLOR COMPANIES	YA BOOKS	\$14.31
BOUND TO STAY BOUND BOOKS INC	CHILDRENS BOOKS	\$1,144.31
MIDWEST TAPE	AUDIOBOOKS	\$29.99
BOOK FARM, THE	CHILDRENS BOOKS	\$3,949.19
WESTON WOODS	CHILDRENS BOOKS	\$856.86
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$178.76
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$221.12
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$897.42
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$188.30
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$41.10
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$192.26
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$1,016.57
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$221.03
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$73.17
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$459.02
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$152.30
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$365.51
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$99.52
BAKER & TAYLOR COMPANIES	CHILDRENS BOOKS	\$1,193.34

Town of Normal Library Expenditures to be Approved for Payment as of: May 23, 2018

<u>Vendor Name</u>	<u>Description</u>	<u>Transaction Amount</u>
CARDMEMBER SERVICE	AMAZON - PROGRAMMING SUPP	\$509.46
CARDMEMBER SERVICE	SP*PEEQ-QBALL - THROWABLE	\$191.00
MIDWEST TAPE	DVDS	\$241.92
MIDWEST TAPE	DVDS	\$176.94
MIDWEST TAPE	DVDS	\$207.91
WALMART COMMUNITY BRC	DVDS	\$815.16
WALMART COMMUNITY BRC	DVDS	\$480.64
WALMART COMMUNITY BRC	DVDS	\$594.48
WALMART COMMUNITY BRC	DVDS	\$350.00
CARDMEMBER SERVICE	TARGET - DVD'S -STAR WARS	\$95.24
CARDMEMBER SERVICE	AMAZON - THE NATURAL, DVD	\$12.81
CARDMEMBER SERVICE	AMAZON - LAST MEN IN ALEP	\$44.03
CARDMEMBER SERVICE	TARGET - DVD'S	\$249.61
CARDMEMBER SERVICE	AMAZON MKTPLC - DVDS	\$102.32
CARDMEMBER SERVICE	AMAZON MKTPLC - DVDS	\$4.90
CARDMEMBER SERVICE	AMAZON MKTPLC - DVDS	\$10.60
MIDWEST TAPE	CREDIT	(\$13.99)
MIDWEST TAPE	DVD'S	\$237.90
RANDOM HOUSE, INC.	AUDIOBOOKS	\$221.25
RANDOM HOUSE, INC.	AUDIOBOOKS	\$33.75
RANDOM HOUSE, INC.	AUDIOBOOKS	\$157.50
RECORDED BOOKS LLC	AUDIOBOOKS	\$502.80
FINDAWAY WORLD LLC	PLAYWAYS	\$1,518.50
RANDOM HOUSE, INC.	AUDIOBOOKS	\$150.00
RANDOM HOUSE, INC.	AUDIOBOOKS	\$67.50
RANDOM HOUSE, INC.	AUDIOBOOKS	\$37.50
RECORDED BOOKS LLC	AUDIO BOOKS	\$7.95
CARDMEMBER SERVICE	AMAZON MKTPLC - AUDIOBK	\$5.89
RECORDED BOOKS LLC	MUSIC CDS	\$122.40
MIDWEST TAPE	MUSIC CDS	\$17.99
CARDMEMBER SERVICE	AMAZON MKTPLC - MUSIC CDS	\$22.43
CARDMEMBER SERVICE	AMAZON MKTPLC - MSUIC CDS	\$13.95
CARDMEMBER SERVICE	AMAZON MKTPLC - MUSIC CDS	\$13.98
CARDMEMBER SERVICE	AMAZON MKTPLC - MUSIC CDS	\$14.98
CARDMEMBER SERVICE	AMAZON MKTPLC - MUSIC CDS	\$13.53
CARDMEMBER SERVICE	AMAZON MKTPLC - MUSIC CDS	\$17.72
MIDWEST TAPE	AUDIO BOOKS	\$125.92
CARDMEMBER SERVICE	READERS DIGEST MAG. - YEA	\$19.98
RECORDED BOOKS LLC	INDIEFLIX MULTI ACCESS	\$500.00
LIBRARY IDEAS,LLC	FREEGAL MUSIC SUBSCRIPTIO	\$7,200.00
Library Administration Total		\$60,693.01
Library Fund		\$60,693.01
Grand Total		\$60,693.01

Director's Report
May 30, 2018

1. Monthly Financial Report

Revenue: The April revenues appear to be significantly higher than this time last year, due to the FY2017 per capita grant being deposited during FY2019. During the audit process, the grant funds will be moved back to FY2018. **Expenses:** An expenditures report as of May 23 is included in this packet.

2. Circulation

Circulation was up from April 2017 by 1,522 transactions, an increase of 2.8%. The monthly circulation represents the YTD circulation due to April being the first month of our new fiscal year.

3. Board Email Addresses

Please regularly check your normalpl.org email addresses and let me know if you need any assistance.

4. Unit 5 Initiative

We are now working to create library accounts for students in junior high schools and high schools.

5. Illinois Public Library Per Capita Grant

We received our FY2017 grant payment of \$40,760.77 on April 23.

6. Illinois Public Library Annual Report (IPLAR)

The FY2018 IPLAR has been filed.

7. Uptown TIF Extension

The Town Council recently passed a resolution requesting legislative approval of a 12-year extension of the Uptown TIF. The Council report and resolution are included in your packet. Town administration will be available at your May 30 meeting to answer any questions regarding the extension.

8. Feasibility Study

The feasibility study of our current site is progressing. I hope to have it complete by the June 27 meeting.

9. Non-resident fee

On an annual basis, Illinois libraries must indicate if they will or will not be participating in the nonresident card program, and, if so, what the fee will be for a non-resident card. This fee indicates the cost for an individual who lives in an area unserved by public libraries to purchase a library card at the nearest qualifying library. Payment of this fee would entitle all members of that same household to an account. The general mathematical formula to determine the fee is:

$$\frac{\text{Library income from local property taxes}}{\text{service population}} = \$ \frac{\text{_____}}{\text{capita}}$$

Then: \$/capita X average family size = cost of family card

For Normal Public Library:

$$\frac{\$3,904,167}{52,497} = \frac{\$74.37}{\text{capita}}$$

$$\$74.37 \times 2.45 = \underline{\underline{\$182.21}}$$

Assuming we wish to continue offering non-resident cards for the coming year, I recommend the cost be set at **\$183.00**.

From RAILS website: "According to ISL, the nonresident fee cannot be any less than that paid by residents but should approximate the cost paid by residents. There is nothing in the law or the rules that prohibits a library from charging a reasonable amount more than the cost of library service to residents. For example, a library could include within the nonresident fee the cost of administering and issuing a nonresident card."

Town of Normal
Statement of Revenues - Library Fund
Budget and Actual
As of April 30, 2018

	Current Budget	YTD Revenues	% of Current Budget	Last Years Actual	% Change From Last Year
LIBRARY FUND 221					
Property Tax	\$ 3,903,800	\$ -	-	\$ -	-
State Replacement Taxes	103,000	23,511	22.83	32,633	(27.95)
State Library Aid	40,000	40,761	101.90	-	100.00
Fees	35,000	4,381	12.52	1,255	249.08
Fines	20,000	1,548	7.74	1,356	14.16
Investment Income	40,500	2,629	6.49	1,675	56.93
Contributions & Donations	200	-	-	-	-
Miscellaneous Revenue	200	-	-	-	-
Transfers	-	-	100.00	-	-
Sale of Assets	6,000	-	-	305	(100.00)
Library Fund Total	4,148,700	72,830	1.76	37,224	95.65
LIBRARY REPLACEMENT FUND 222					
Investment Income	13,000	1,058	8.14	594	78.14
Miscellaneous Revenue	-	-	100.00	-	-
Transfers	204,000	17,000	8.33	17,474	(2.71)
Library Replacement Fund Total	217,000	18,058	8.32	18,068	(0.05)
Total For All Funds	\$ 4,365,700	\$ 90,888	2.08	\$ 55,292	64.38

Town of Normal
Statement of Expenditures - Library Fund
Budget and Actual
As of April 30, 2018

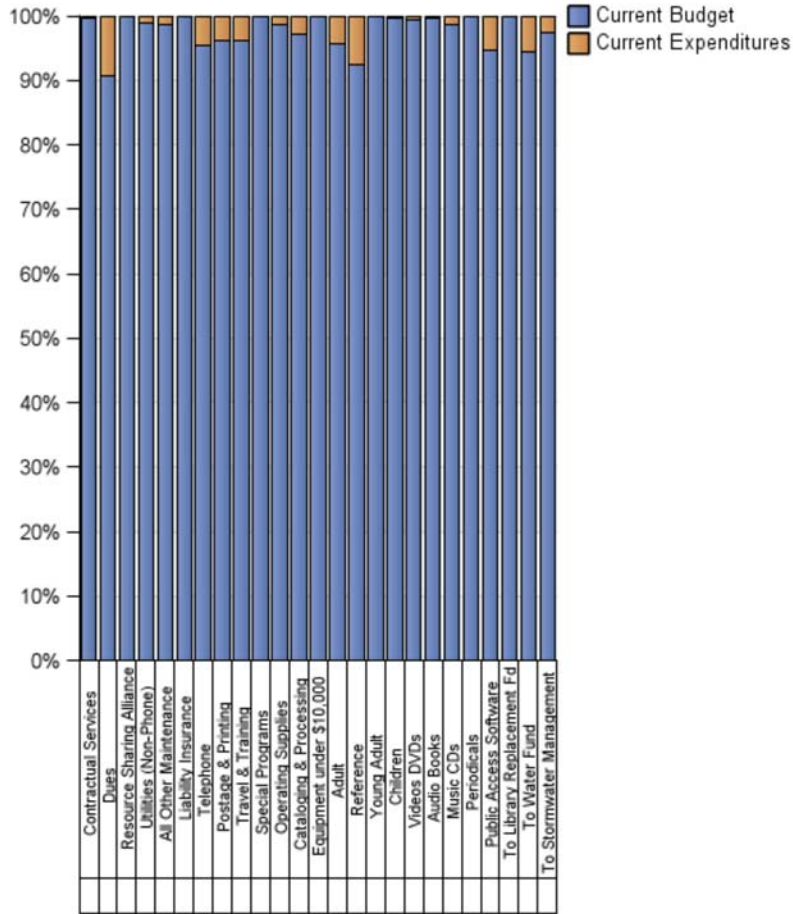
	Current Budget	YTD Expenses	Encumbered	Balance	Last Years Actual	% Remaining
LIBRARY FUND 221						
Administration	\$ 4,136,669	\$ 161,088	\$ 397,560	\$ 3,578,020	\$ 159,589	86.50
Library Fund Total	4,136,669	161,088	397,560	3,578,020	159,589	86.50
LIBRARY REPLACEMENT FUND 222						-
Administration	418,543	-	-	418,543	-	100.00
Library Replacement Fund Total	418,543	-	-	418,543	-	100.00
Total For All Funds	\$ 4,555,212	\$ 161,088	\$ 397,560	\$ 3,996,563	\$ 159,589	87.74

Town of Normal
Statement of Cash and Investment Balances
Library Funds
As of April 30, 2018

	As of April 30, 2018	As of March 31, 2017	Net Change
221 Library Fund	\$ 2,995,198.01	\$ 3,221,657.76	\$ (226,459.75)
222 Library Replacement Fund	\$ 1,563,372.40	\$ 1,545,205.07	\$ 18,167.33
Totals	\$ 4,558,570.41	\$ 4,766,862.83	\$ (208,292.42)

Budget to Actual Expenditures

Library - Administration (Library Fund)

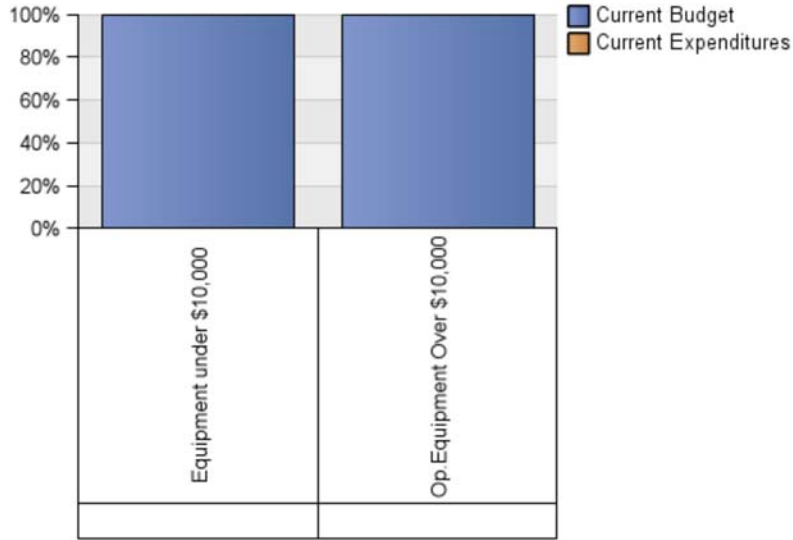


Expenditure Fiscal Year					Current Expenditures	Year to Date Expenditures	Current Encumbered Amount	Current Budget	Variance	Original Budget	% Remaining	Exp + Enc
Library Fund	Library	Administration	221-9010-455.20-10	Contractual Services	\$214.80	\$2,303.70	\$17,365.91	\$107,104.00	\$87,219.59	\$107,023.00	81%	\$17,580.71
			221-9010-455.20-20	Dues	\$519.00	\$150.00	\$0.00	\$5,150.00	\$4,481.00	\$5,150.00	87%	\$519.00
			221-9010-455.24-10	Resource Sharing Alliance	\$0.00	\$0.00	\$0.00	\$60,572.00	\$60,572.00	\$60,572.00	100%	\$0.00
			221-9010-455.25-10	Utilities (Non-Phone)	\$530.49	\$35.82	\$0.00	\$53,040.00	\$52,473.69	\$53,040.00	99%	\$530.49

221-9010-455.25-60	All Other Maintenance	\$884.65	\$1,551.94	\$26,462.55	\$65,851.00	\$36,951.86	\$65,851.00	56%	\$27,347.20
221-9010-455.30-10	Liability Insurance	\$0.00	\$150.00	\$29,850.00	\$31,253.00	\$1,253.00	\$31,253.00	4%	\$29,850.00
221-9010-455.30-15	Telephone	\$566.73	\$280.27	\$866.35	\$11,744.00	\$10,030.65	\$11,744.00	85%	\$1,433.08
221-9010-455.30-25	Postage & Printing	\$776.28	\$1,756.39	\$9,639.22	\$19,165.00	\$6,993.11	\$18,999.00	36%	\$10,415.50
221-9010-455.30-35	Travel & Training	\$621.25	(\$245.81)	\$0.00	\$15,431.00	\$15,055.56	\$15,431.00	98%	\$621.25
221-9010-455.30-40	Special Programs	\$0.00	\$130.95	\$2,300.00	\$7,633.00	\$5,202.05	\$7,633.00	68%	\$2,300.00
221-9010-455.35-10	Operating Supplies	\$510.88	\$1,392.10	\$23,073.84	\$41,386.00	\$16,409.18	\$41,386.00	40%	\$23,584.72
221-9010-455.35-15	Cataloging & Processing	\$481.44	\$848.06	\$10,670.50	\$17,349.00	\$5,349.00	\$17,349.00	31%	\$11,151.94
221-9010-455.35-80	Equipment under \$10,000	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	100%	\$0.00
221-9010-455.36-10	Adult	\$4,697.69	\$3,952.44	\$59,681.95	\$105,065.00	\$36,732.92	\$105,000.00	35%	\$64,379.64
221-9010-455.36-15	Reference	\$720.52	\$353.01	\$7,276.47	\$9,000.00	\$650.00	\$9,000.00	7%	\$7,996.99
221-9010-455.36-20	Young Adult	\$14.31	\$506.02	\$10,579.67	\$12,000.00	\$900.00	\$12,000.00	8%	\$10,593.98
221-9010-455.36-25	Children	\$192.26	\$4,280.92	\$56,777.28	\$83,988.00	\$22,737.54	\$83,988.00	27%	\$56,969.54
221-9010-455.37-15	Videos DVDs	\$223.91	\$2,442.08	\$25,909.04	\$47,460.00	\$18,884.97	\$47,460.00	40%	\$26,132.95
221-9010-455.37-20	Audio Books	\$122.40	\$2,702.64	\$34,452.84	\$54,471.00	\$17,193.12	\$53,211.00	32%	\$34,575.24
221-9010-455.37-30	Music CDs	\$125.92	\$114.58	\$4,156.09	\$10,292.00	\$5,895.41	\$10,292.00	57%	\$4,282.01
221-9010-455.38-10	Periodicals	\$0.00	\$19.98	\$12,400.00	\$17,100.00	\$4,680.02	\$17,100.00	27%	\$12,400.00
221-9010-455.38-20	Public Access Software	\$7,200.00	\$15,938.00	\$2,593.16	\$127,034.00	\$101,302.84	\$126,000.00	80%	\$9,793.16
221-9010-455.92-22	To Library Replacement Fd	\$0.00	\$17,000.00	\$0.00	\$204,000.00	\$187,000.00	\$204,000.00	92%	\$0.00
221-9010-455.95-02	To Water Fund	\$221.15	\$263.90	\$0.00	\$3,700.00	\$3,214.95	\$3,700.00	87%	\$221.15
221-9010-455.95-10	To Stormwater Management	\$20.24	\$0.00	\$0.00	\$773.00	\$752.76	\$773.00	97%	\$20.24
Summary		18,643.92	55,926.99	392,854.87	1,111,561.00	644,135.22	1,108,955.00	0.58	411,498.79

Budget to Actual Expenditures

Library - Administration (Library Replacement Fund)



Expenditure Fiscal Year

				Current Expenditures	Year to Date Expenditures	Current Encumbered Amount	Current Budget	Variance	Original Budget	% Remaining	Exp + Enc	
Library Replacement Fund	Library	Administration	222-9010-455.35-80	Equipment under \$10,000	\$0.00	\$0.00	\$0.00	\$96,700.00	\$96,700.00	\$96,700.00	100%	\$0.00
			222-9010-455.75-10	Op. Equipment Over \$10,000	\$0.00	\$0.00	\$0.00	\$325,866.00	\$325,866.00	\$321,843.00	100%	\$0.00
			Summary		0.00	0.00	0.00	422,566.00	422,566.00	418,543.00	1.00	0.00

APRIL 2018
 Monthly Statistics

Normal Public Library
 Circulation - FY 2018-2019

	FY 2018-2019		FY 2017-2018		FY 2016-2017	
	APRIL	YTD	APRIL	YTD	APRIL	YTD
Juvenile - Fiction	11,576	11,576	10,821	10,821	10,469	10,469
Nonfiction	4,530	4,530	4,573	4,573	4,060	4,060
Paperbacks	14,155	14,155	13,794	13,794	13,125	13,125
Magazines	46	46	62	62	81	81
Juvenile - AV	760	760	671	671	720	720
Juvenile - Other	23	23	16	16	12	12
Juvenile - Total	31,090	31,090	29,937	29,937	28,467	28,467
Teen - Fiction	1,085	1,085	1,025	1,025	910	910
Paperbacks	126	126	135	135	433	433
Magazines	6	6	1	1	-	-
Teen - Total	1,217	1,217	1,161	1,161	1,343	1,343
Adult - Fiction	4,106	4,106	3,901	3,901	3,760	3,760
Nonfiction	3,574	3,574	3,467	3,467	3,948	3,948
Paperbacks	877	877	851	851	1,206	1,206
L.P. paperbacks	88	88	73	73	42	42
Large Print	1,713	1,713	1,543	1,543	1,883	1,883
Magazines	310	310	475	475	369	369
Other	668	668	721	721	741	741
Adult - Total	11,336	11,336	11,031	11,031	11,949	11,949
DVD	3,476	3,476	4,118	4,118	4,625	4,625
CD	1,170	1,170	1,239	1,239	2,085	2,085
Books on CD	926	926	1,098	1,098	1,088	1,088
MP3	96	96	61	61	59	59
Streaming Video	75	75	75	75	80	80
Downloadable Music	778	778	834	834	968	968
eAudiobooks	903	903	679	679	426	426
eBooks	1,837	1,837	1,202	1,202	1,480	1,480
Zinio eMagazines	61	61	73	73	79	79
Playaways	364	364	304	304	361	361
Software/Hardware	129	129	70	70	3	3
Video Games	265	265	319	319	358	358
AV - Total	10,080	10,080	10,072	10,072	11,612	11,612
Subtotal - Circulation	53,723	53,723	52,201	52,201	53,371	53,371
<Add deposits: 1500>	1,500	1,500	1,500	1,500	1,500	1,500
<Add in-library use: 1100>	1,100	1,100	1,100	1,100	1,100	1,100
Total Circ	56,323	56,323	54,801	54,801	55,971	55,971

APRIL 2018

Normal Public Library

Monthly Statistics	Registration - FY 2018-2019				2018 YTD	2017 YTD	2016 YTD
	Beginning count (YTD)	Registered	Purged	Cards in force YTD			
Adult	28,484	235	496	28,745	28,745	25,256	24,976
Teen	1,659	3	(1)	1,655	1,655	1,503	1,452
Juvenile	6,641	17	33	6,657	6,657	4,779	4,559
Total	36,784	255	528	37,057	37,057	31,538	30,987

Patron Count		2018 YTD	2017 YTD	2016 YTD
Patron Count: Month	23,926			
Offsite programs (est)	-			
Previous Month YTD	-	23,926	24,728	24,261

	Interlibrary Loan and System Holds		2018 YTD	2017 YTD	2016 YTD
	APRIL 2018	Previous Month YTD			
Borrowed/Rec'd	1,055	-	1,055	701	842
Loaned	1,192	-	1,192	984	1,032
Reciprocal borrowing	19,815	-	19,815	19,904	19,317

Public PC Area	Total Uses	Total Time (hrs)	Average Session (min)	YTD Uses
Children	423	317	45	423
Main Adult	1,755	1,272	43	1,755
Public Laptop	235	286	73	235
Quick-Use	84	13	9	84
TOTALS	2,497	1,888	45	2,497

APRIL 2018

Normal Public Library

Monthly Statistics

Collection Development - FY 2018-2019

	Beginning Total	Ending Total
Juvenile - Fiction	28,045	28,401
Nonfiction	19,089	19,075
Paperbacks	32,299	32,466
Magazines	220	240
Juvenile - AV	2,214	2,190
Juvenile - Other	79	84
Juvenile - YTD Total	81,946	82,456

Current Month		YTD	
Added (+)	Withdrawn (-)	Added (+)	Withdrawn (-)
386	33	386	33
9	12	9	12
364	144	364	144
20	-	20	-
8	3	8	3
5	-	5	-
792	192	792	192

Teen - Fiction	5,515	5,485
Paperbacks	1,067	1,069
Magazines	67	70
YTD Total	6,649	6,624

38	4	38	4
4	1	4	1
3	-	3	-
45	5	45	5

Adult - Fiction	22,765	22,788
Nonfiction	21,759	21,849
Paperbacks	7,934	7,971
LP paperbacks	685	692
Large Print	9,567	9,650
Magazines	2,590	2,588
Other	1,060	1,061
YTD Total	66,360	66,599

229	138	229	138
109	80	109	80
45	9	45	9
7	-	7	-
87	4	87	4
178	186	178	186
-	-	-	-
655	417	655	417

DVD	15,972	16,165
CD	9,941	9,962
Books on CD	6,240	6,299
MP3	1,189	1,187
Playaways	1,631	1,685
Software/Hardware	46	46
eContent	5,477	5,477
Video Games	572	572
YTD AV Total	41,068	41,393

195	1	195	1
22	-	22	-
61	1	61	1
-	1	-	1
54	-	54	-
-	-	-	-
-	-	-	-
-	-	-	-
332	3	332	3

Total Collection	196,023	197,072
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1,824	617	1,824	617
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TOWN COUNCIL ACTION REPORT

May 3, 2018

Resolution Requesting Legislative Approval of a 12-year Extension to the Uptown Redevelopment Plan and Project Area and Authorizing the Execution of a Related Intergovernmental Agreement

PREPARED BY: Sally Heffernan, Economic Development Director

REVIEWED BY: Pamela S. Reece, City Manager
Teri Legner, Interim Assistant City Manager

BUDGET IMPACT: None

STAFF RECOMMENDATION: Approval

ATTACHMENTS: Proposed Resolution; Map of Uptown TIF District Development Parcels

BACKGROUND

Tax Increment Financing (TIF) was approved by the Illinois Legislature in 1977 as a redevelopment financing tool for municipalities to arrest blight and declining property values by creating incentives for both the private and public sectors to invest in qualified geographically-designated areas. Through TIF, the local taxing bodies agree to make a joint investment in the development or redevelopment of a designated TIF Redevelopment Project Area (TIF) with the intent that short term gains are reinvested and leveraged so that all taxing bodies will receive larger financial gains in the future. The funds for this investment do not come from current revenues, but from the tax revenues generated as a result of increased property values.

The Uptown Normal TIF was created in May 2003 with a 23-year life as allowed by statute. When a TIF is formed, the total equalized assessed value (EAV) of all property in the TIF is established as the base amount. The base EAV of the Uptown Normal TIF is \$14.7 million. The property taxes paid on this base amount are distributed annually to the various taxing bodies. In 2018, taxing bodies will receive \$1,269,277 in property taxes attributable to the TIF base EAV.

The assessed value of properties in the TIF District are determined annually by the township, and the appropriate tax rates of each taxing body are applied, just as it is for all properties within the corporate limits. Growth of the value of the property over the base generates the property tax increment. This increment is placed in a special TIF fund for use by the municipality to make investments in the Redevelopment Project Area. This reinvestment generates additional growth in property value which results in even more revenue growth for reinvestment.

TOWN COUNCIL ACTION REPORT

DISCUSSION/ANALYSIS

Since its inception, public and private investments in the Uptown TIF have generated \$26.4 million in EAV, resulting in a total EAV of more than \$39 million, an increase of 180% in 14 years. Property values in the TIF have grown at a rate much higher than the Town as a whole in stark contrast to the years immediately prior to the creation of the TIF. From 1998-2001, the EAV of the TIF Redevelopment Area grew at an average annual rate of 2.17% while property outside the TIF area grew at an average rate of 5.3%, and the Town as a whole grew at a rate of 5.2%. Investment in the Uptown TIF project area has prompted much greater EAV growth.

Much of Uptown's success is attributable to the flexibility of TIF as an economic development tool. The Town has combined the ability to issue bonds to finance public projects over time with the pay-as-you-go approach to private projects. TIF funds have contributed to construction of public infrastructure and public buildings and leveraged \$143 million in private investment.

The Uptown TIF Redevelopment Plan reflects the Uptown Normal Renewal Plan adopted by the Town in 2000. The Renewal Plan identifies major redevelopment projects including five architecturally significant buildings surrounding Uptown Circle. Three of these structures have been built, but properties fronting the northern arcs of the Circle remain undeveloped. Two additional properties to the north, a parking lot and a portion of the parking deck fronting Constitution Boulevard, have yet to be developed.

The recession of 2008 slowed construction in the community and momentum in Uptown. Investor interest has returned, but the 2026 expiration of the TIF is negatively affecting the Town's ability to draw private investment. A project proposed in 2018 would likely not begin construction until 2019 and may not be completed until 2020. The project would be assessed in 2020 with the first property taxes paid in 2021 resulting in a maximum seven-year TIF development agreement. Most substantial redevelopment projects would require at minimum a 15-year agreement. With a TIF expiration in 2026, the ability to support redevelopment of undeveloped parcels would be implausible.

In Illinois, municipalities may request legislative approval to extend a TIF district for an additional 12 years. During this extension period, the municipality may continue to collect and place TIF increment on all parcels into the TIF fund, or the municipality may declare some of the increment as "surplus" and return it to the taxing bodies whose borders include the TIF.

Staff has evaluated a variety of options that would support the most effective strategy for developing the remaining parcels in the Uptown area. Among the options considered, staff focused on the following:

- 1) Let the TIF expire; offer no TIF incentive after 2026
- 2) Let the original TIF continue until 2026. In 2018, carve out the undeveloped parcels (referred to as Development Parcels in the proposed Intergovernmental Agreement) and create a new, separate TIF to address only those parcels.
- 3) Modify the TIF boundaries to retain only the undeveloped parcels (aka Development Parcels)
- 4) Extend the TIF for 12 years
- 5) Extend the Uptown TIF for 12 years and during the extension period, return all increment generated over and above the 2003 base to the taxing bodies with the exception of increment attributed to the undeveloped parcels (aka Development Parcels)

TOWN COUNCIL ACTION REPORT

Each of the options results in the taxing bodies receiving the benefit associated with the growth in EAV of parcels that have already developed (referenced as Surplus Parcels in the proposed intergovernmental agreement).

Option One removes the potential of TIF as an economic development tool for the parcels which have not been redeveloped.

Option Two is not a viable solution. Staff is concerned that creating a new TIF as an economic development tool for this affected area of Uptown may be challenging due to blight requirements associated with a TIF and it may require an extended timeline.

Option Three requires an extended timeline and may affect the potential redevelopment of parcels.

Option Four requires taxing bodies to postpone the benefit of increased EAV until 2038, when the 12 year TIF extension expires. Staff does not believe this to be a viable alternative.

Option Five is considered a win-win solution whereby taxing bodies receive the benefit of increased EAV associated with already developed parcels (aka Surplus Parcels) while the TIF remains a viable economic development tool for undeveloped parcels (aka Development Parcels).

To spur continued investment in Uptown while sharing the success of the Uptown TIF Redevelopment Plan with taxing bodies, staff is recommending Option 5. This Option reflects the extension of the Uptown TIF for 12 years with an annual surplus declaration to share with the appropriate taxing bodies. Beginning with the first year of the extension (2027), all increment generated over and above the 2003 base will be declared surplus and returned to the taxing bodies with the exception of increment attributed to Development Parcels noted on the attached map. These Development Parcels are parcels that have not yet developed and are unlikely to do so without TIF incentives. They are currently generating little, if any, tax increment. Under the proposed extension agreement, increment generated from investments on the Development Parcels will continue to be placed in the Uptown TIF Redevelopment Fund and invested in public and private projects in the TIF District. Property tax increment on Surplus Parcels (outside the green area on the attached map) will be declared surplus and returned annually to the taxing bodies.

Extension of a 23-year Tax Increment Financing District requires legislative approval. Although not required by Statute, legislators routinely request the support of taxing bodies affected by the extension prior to introducing TIF extension legislation. Staff has introduced this proposal to taxing body representatives. The governing bodies of McLean County, Unit District 5, Normal Township, Heartland Community College, Bloomington-Normal Water Reclamation District and Central Illinois Regional Airport are expected to consider the Town's request for support at their May meetings.

RESOLUTION NO. _____

RESOLUTION REQUESTING LEGISLATIVE APPROVAL OF A 12-YEAR
EXTENSION TO THE UPTOWN REDEVELOPMENT PLAN AND PROJECT AREA
AND AUTHORIZING THE EXECUTION OF A RELATED
INTERGOVERNMENTAL AGREEMENT

WHEREAS, in accordance with the Tax Increment Allocation Redevelopment Act in the Illinois Municipal Code, the Town of Normal has approved the *Town of Normal Downtown Renewal Tax Increment Redevelopment Plan* (“Uptown Redevelopment Plan”), designated a redevelopment project area known as the *Town of Normal Uptown Renewal Tax Increment Redevelopment Area* (“Uptown TIF District”), and adopted tax-increment financing for the Uptown TIF District; and

WHEREAS, the TIF District expires on December 31, 2026; and

WHEREAS, there remain parcels in the Uptown TIF District that have not yet been redeveloped and do not contribute to the equalized-assessed valuation for the taxing bodies in the TIF District; and

WHEREAS, extending the Uptown TIF District will encourage redevelopment of those parcels; and

WHEREAS, the extension of the Uptown TIF District will require legislative action by the Illinois General Assembly; and

WHEREAS, the Town, through an intergovernmental agreement with the affected taxing bodies, intends to declare a surplus on the tax increment generated on all of the parcels in the TIF District with the exception of the parcels that have not yet been developed; and

WHEREAS, it is in the best interests of the health, safety and welfare of the citizens of Normal to request legislative action to extend the Uptown TIF District and to execute an intergovernmental agreement with affected taxing bodies with respect to the anticipated TIF extension.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE TOWN OF NORMAL, ILLINOIS:

SECTION ONE: That the President and Board of Trustees of the Town of Normal request that the Illinois General Assembly enact legislation to extend the Uptown TIF District for an additional 12 years. The City Manager or her designee is authorized and directed to take all actions necessary in support of this action.

SECTION TWO: That the President is authorized execute an intergovernmental agreement with affected taxing bodies with respect to the extension of the Uptown TIF District. The intergovernmental agreement must generally conform with the agreement set forth in

Exhibit A, but the City Manager is authorized to changes that she determines to be in the best interest of the Town.

SECTION THREE: That the Town Clerk is authorized and directed to attest the signature of the President on any intergovernmental agreement executed under this resolution and to retain a fully executed original of the contract in her office for public inspection.

ADOPTED this ____ day of _____, 2018.

APPROVED:

President of the Board of Trustees of the Town of
Normal, Illinois

ATTEST:

Town Clerk
(seal)

Exhibit A

Intergovernmental Agreement Extension of Tax Increment Financing for the Normal Downtown Renewal Redevelopment Project Area

This intergovernmental agreement ("IGA") is dated May 10, 2018 and is entered into between (i) the County of McLean, Community Unit School District No. 5, Community College District #540, Normal Township, the Bloomington-Normal Water Reclamation District, and the Bloomington Normal Airport Authority of McLean County (collectively, "Taxing Districts") and (ii) the Town of Normal ("Town").

The parties to this IGA may enter into intergovernmental cooperation agreements under Article VII, Section 10 of the Illinois Constitution, and they are public agencies within the meaning of the Illinois Intergovernmental Cooperation Act (5 ILCS 220/).

Under the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-1 et seq. ("TIF Act"), the Town has approved the *Town of Normal Downtown Renewal Tax Increment Redevelopment Plan* ("Uptown Redevelopment Plan"), designated a redevelopment project area known as the *Town of Normal Uptown Renewal Tax Increment Redevelopment Area* ("Uptown TIF District"), and adopted tax-increment financing for the Uptown TIF District.

Under the TIF Act, the Uptown TIF District expires on December 31, 2026.

The Taxing Districts support the Town's economic-development efforts to attract new and diverse business and commercial enterprises within their boundaries in order to increase the equalized-assessed valuation within the boundaries by encouraging private-sector investment.

There remain parcels in the Uptown TIF District that have not yet been redeveloped and do not contribute to the equalized-assessed valuation within the Taxing Districts' boundaries. Extending the Uptown TIF District will encourage redevelopment of those parcels.

The Taxing Districts and the Town find it is in the best interest of the health, welfare, and safety of their respective citizens to (i) extend the term of the Uptown TIF District and (ii) provide revenues to the Taxing Districts resulting from the redevelopment that occurred during the initial term of the Uptown TIF District.

The parties therefore agree as follows:

- 1. Recitals incorporated.** The recitals are incorporated into this IGA.
- 2. Support for TIF extension.** By passing this IGA, the Taxing Districts affirm their support for the Illinois General Assembly to extend, by an additional 12 years, the estimated date for payment of redevelopment project costs from property tax increment revenues within the Uptown TIF District. The Taxing Districts agree to submit a letter of support to the Illinois General Assembly.
- 3. Surplus declarations.** For the tax year 2027 (payable in 2028) and for each tax year thereafter that the Uptown TIF District is in existence, the Town shall declare a surplus and pay that surplus to the Taxing Districts as set forth in this Section.

3.1. As used in this Section 4:

3.1.1. "Development Parcel" means the parcels identified in Exhibit 1.

3.1.2. "Surplus Parcel" means any parcel located in the Uptown TIF District that is not a Development Parcel.

3.1.3. "Increment" means the revenue generated from the Uptown TIF District that is paid into the special tax allocation fund under §11-74.4-8 of the TIF Act.

3.2. For each tax year, the amount of the surplus is 100% of the Increment attributable to each Surplus Parcel. The Town will not pay any surplus on the Increment that is attributable to a Development Parcel unless a surplus is otherwise required to be declared under the TIF Act.

3.3. In accordance with the TIF Act, the Town shall pay the surplus to the McLean County Treasurer within 45 days after the Town's receipt of the final distribution of the annual property-tax receipts. The County Treasurer shall then distribute the surplus to the respective Taxing Districts in the same manner and proportion as the most recent distribution by the County Treasurer to those Districts of real property taxes from the real property in the Uptown TIF District.

4. Refunds. The parties agree that, in paying the surplus under §3, the Town will not withhold any amount to pay potential refunds. If any refund is ordered to be paid for any tax year for which a surplus has been paid under §3 and if the refund is charged to the Town and not to the Taxing Districts, then each Taxing District agrees to reimburse the Town for its proportionate share of the refund. The requirements of this Section apply only to refunds for a parcel that is located in the Uptown TIF District and only if the refund is ordered by the Board of Review, the Property Tax Appeal Board, a court of competent jurisdiction, or any other entity authorized to order a refund under Illinois law.

5. Town obligation.

5.1. The Town's obligation to reimburse the Taxing Districts under this IGA is a limited obligation, payable solely from real estate taxes derived from assessments on the parcels in the Uptown TIF District and deposited in the Special Tax Allocation Fund for the Uptown TIF District. Under no circumstances shall the Town's obligation be construed as a general revenue obligation. Except as otherwise provided for in any intergovernmental agreements, none of the Taxing Districts that are party to this IGA are entitled to any moneys from the Town other than those described in this IGA.

5.2. This IGA in no way prohibits or limits the Town from entering into future TIF redevelopment agreements with respect to the Uptown TIF District or Uptown Redevelopment Plan so long as the Town meets its obligation under §3.

5.3. No interest may be charged to the Town or is due to the Taxing Districts pursuant to payments to be made by the Town under this IGA.

6. Applicable laws. The parties expressly understand and agree that this IGA, and all payments provided for in this IGA, are at all times subject to federal law, Illinois law, and the requirements and restrictions of the TIF Act.

7. No third-party beneficiaries. Nothing in this IGA is intended to confer any right or remedy on any person other than the parties, nor is anything in this IGA intended to affect or discharge any obligation or liability

of any third persons to any Party, nor to give any such third person any right of action or subrogation against any party.

8. Term.

8.1. The term of this IGA begins on the date set forth in the introductory clause and continues through December 31, 2039.

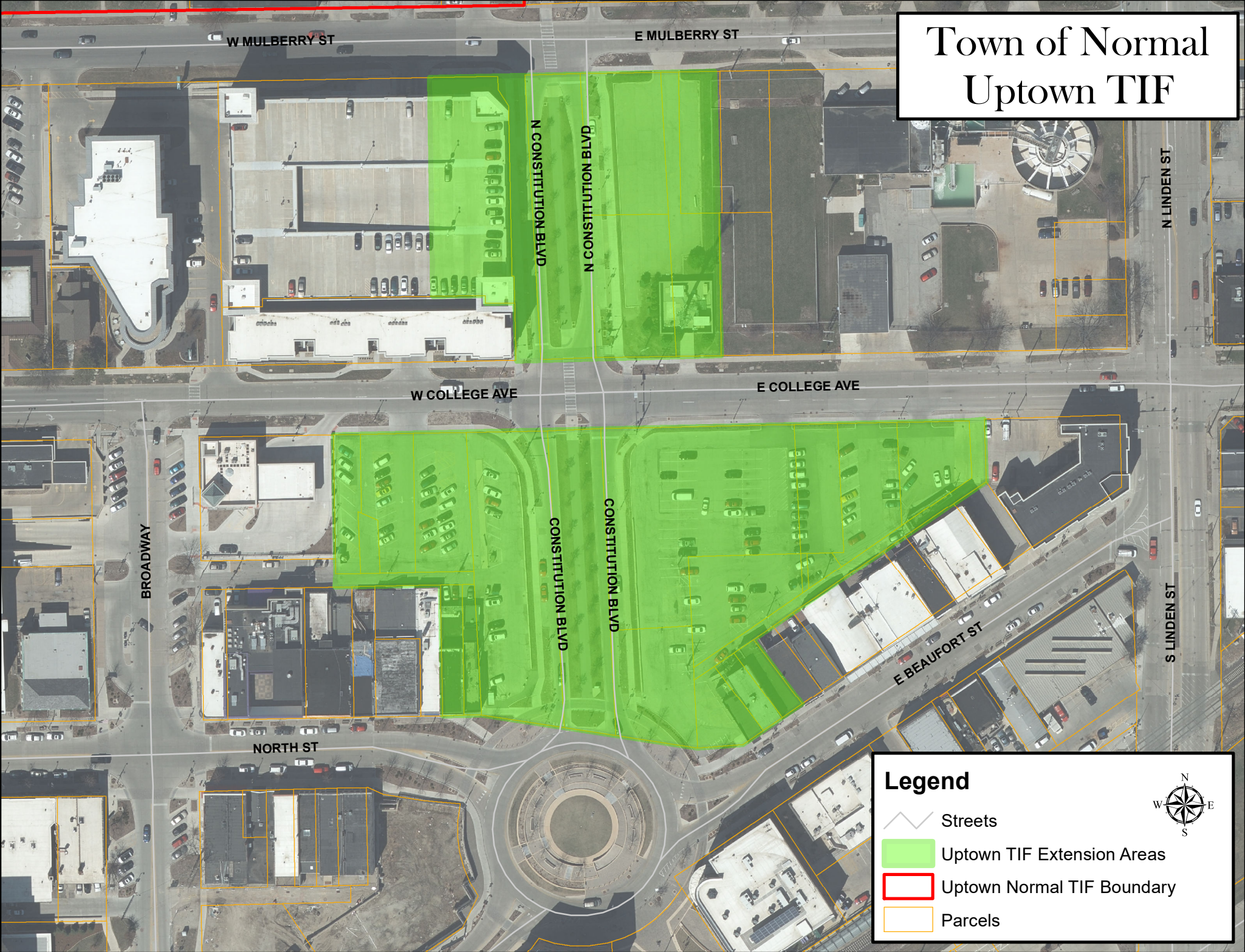
8.2. If both chambers of the Illinois General Assembly have not passed legislation to extend the Uptown TIF District for an additional 12 years by December 31, 2018, then this IGA is null and void.

9. Execution. This IGA shall be executed by the chief executive officer of each Taxing District and of the Town. This IGA may be executed in counterparts, each of which together shall be deemed an original, but all of which, together, constitute the same instrument. If any signature is delivered by facsimile or by email of a “.pdf” format data file, then that signature creates a valid and binding obligation of that party with the same force and effect as if the facsimile or “.pdf” signature page were an original.





The parties are signing this IGA as of the date set forth in the introductory clause.

[Signature pages follow]

Town of Normal Uptown TIF



Legend

-  Streets
-  Uptown TIF Extension Areas
-  Uptown Normal TIF Boundary
-  Parcels

