

**CITY OF VIENNA
CITY COUNCIL MEETING
VIENNA CITY HALL
205 North 4th Street
July 16, 2025
6:30 P.M.
AGENDA**

1. Mayor Calls Meeting to Order.

2. Roll Call:

Hill_____ Moore_____ Elliott_____ Pitts_____ Racey_____ Tuey_____

NEW BUSINESS

3. Omnibus Consent Agenda

- Approval of the July 2, 2025 Meeting Minutes
- Approval of the Warrant
- Approval of June Treasurer's Report

Motion_____ **Seconded**_____

Hill_____ Moore_____ Elliott_____ Pitts_____ Racey_____ Tuey_____

4. Review of Application for TIF Assistance, Star Dance Company, 404 North 1st St.
Kim Butwell, Owner/Operator
-Council consent of funding

5. Authorization and Approval of Ordinance 25-04, Appropriation Ordinance for all corporate purposes of the City of Vienna for the Fiscal Year beginning May 1, 2025-April 30, 2026.

Motion_____ **Seconded**_____

Hill_____ Moore_____ Elliott_____ Pitts_____ Racey_____ Tuey_____

6. Authorization and Approval of ¼ cost share with (VHS, VGS, JCYL) for ballpark project, Installation of concession ceiling installation Thorton Construction- \$12,930.64/ City's cost- \$3,232.66

Motion_____ Seconded_____


Hill_____ Moore_____ Elliott_____ Pitts_____ Racey_____ Tuey_____

7. **PUBLIC COMMENT/ADDITION TO THE AGENDA**

8. **ELECTED/APPOINTED OFFICIALS**

- Aleatha Wright, City Clerk
- Justin Hartline, City Supt
- Michelle Meyers, Treasurer
- Jim Miller, Chief of Police
- Brent Williams, Fire Chief
- City Council- Alderman Pitts/Elliott- Collective Bargaining/Local 50
- Steve Penrod, Mayor

9. **Adjournment:**

POSTED: 07-14-25 BY: 



MEMO

TO: City of Vienna, IL
FROM: Jake Zambaldi, Consultant, Moran Economic Development
DATE: July 9, 2025
RE: Application for TIF Assistance Review – Star Dance Company

The following Project Proposal has been submitted to the City requesting consideration for the provision of Tax Increment Financing Assistance. We have reviewed the applicant's proposal and have outlined key project features and economic impacts below:

Applicant:	Kim Butwell, Owner Operator
Business Entity:	Star Dance Company, LLC
Project:	Existing Building Renovations & Repairs
Project Address(s):	404 N 1 st Street Vienna, Illinois 62995
Johnson County PIN(s):	08-05-237-001 (Dollar General Strip Mall)
TIF District:	Vienna TIF #1 (2008-2042)
Est. Total Project Cost:	\$40,000
TIF Funding Request:	50% (\$20,000)

Project Overview/Description:

The applicant will be leasing space at the Dollar General strip mall located on N 1st Street for use as the location of a new dance studio.

The studio will offer classes for ballet, tap, and jazz dance training.

It will serve ages from 3-18, and be open Monday – Thursday from 4PM – 7PM.

The project will include the development of 2 dance studios with sprung floors, vinyl, mirrors, and soundproofing – as well as 2 music rooms for private lessons and a front desk area.

Please see the attached business plan which outlines details regarding the proposed operations and business concept to be pursued.

In order to prepare the unit for the proposed uses, it will require remodeling and renovations throughout to prepare the unit for the specific uses.

Due to financial constraints, the applicant is requesting financial assistance from the City's TIF Program to support the project.

Estimated Project Costs and Component Eligibility Estimates

In order to for the City to utilize special allocation funds (TIF Funds) in support of any particular project cost, such cost must be eligible in accordance with the TIF Act (65 ILCS 5/11-74.4-3). These generally include work items and activities related to demolition, site preparation, existing building repairs, renovations, rehabilitation, remodeling, as well as construction, installation, and connection of utilities and infrastructure components (water, sewer, roads).

Any funds provided to an applicant for assistance with an approved redevelopment project may not exceed the total eligible costs actually incurred during the completion of that project. Prior to the disbursement of any payment, actual costs incurred during the performance of the project would need to be reviewed in order to make final determinations of eligibility in accordance with this statute. The legal eligibility of any specific cost or activity does not guarantee the provision of any level of funding, and the use of TIF Funds is at the full discretion of the City.

ESTIMATED PROJECT COSTS		
Work Item Description	Estimated Total Cost	Estimated TIF Eligible Cost
Spring Floors	\$12,000.00	\$12,000.00
Mirrors	\$5,000.00	\$5,000.00
Vinyl Flooring	\$3,000.00	\$3,000.00
Sound proofing	\$7,500.00	\$7,500.00
Framing & Drywall	\$10,000.00	\$10,000.00
Furniture	\$1,000.00	\$0.00
Equipment & Technology	\$1,500.00	\$0.00
Other Start-up Costs	\$6,336.00	\$0.00
Total	\$46,336.00	\$37,500.00

TIF Funds may not be used for the purchase of equipment, furniture, uniforms, inventory, rent/utility fees, and other items which are not permanent leasehold improvements.

Current & Historical Property Tax Information

Vienna TIF #1 went into effect in 2008. The below figures compare the assessment from that year to the most currently available tax year data.

PIN	2008 EAV	2024 EAV	Change in Value Since 2008	% Change
08-05-237-001	\$102,144	\$110,969	\$8,825	9%

As demonstrated by the chart above, over the past 16 years, the property's assessed value increased by \$8,825, or 9%. This represents an annual growth rate of approximately 0.5%.

The taxable value of property is determined by the county assessor, and is based on factors such as land value, building value, building use, type of building, building materials, size of building, condition of building, comparable properties, and other factors.

Estimated Impact of the Project on TIF & Property Tax Revenue

This project is to take place in a unit located at the shopping center where Dollar General Market is located. Due to this reason, it is not anticipated to impact the overall assessed value of the property, or the resulting property tax or TIF Revenues which the property already generates. The current TIF and Property Tax Revenue are shown below:

PIN	TIF Base Value	Current Taxable Value (EAV)	Current Tax Rate	Total RE Tax	TIF Revenue
08-05-237-001	\$102,144	\$110,969	9.2583%	\$10,273.82	\$817.04

Estimated Employment Impact

The dance studio is planned to be owner operated until such time as class size and frequency requires additional instructors to be hired.

Sales Tax Revenue Estimates & Other Impact

This will be primarily a service based business, and is not currently planned to have any retail sales subject to sales tax.

Other Considerations

It is important to consider both the tangible and intangible benefits of each project. In this instance, the project also has positive benefits due to factors such as:

- Creation of a new business.
- Provision of unique services and product offerings.
- Attraction and retention of customers/students in the community.

These factors should also be used to evaluate the value that this project brings to the City.

Opinion on the Provision of TIF Assistance

The Redevelopment Plan for the TIF District includes goals and objectives aimed at supporting new businesses as well as developing vacant and economically underutilized property within the TIF District. This project is in line with those goals. If the City desires to utilize Tax Increment Financing to support this project, the project does include TIF eligible project costs which it could consider providing reimbursement for.

This City may utilize its discretion to consider the use of its Special Allocation Funds (TIF Funds) for any eligible portion of any proposed project. It is not required to provide any certain amount, and there are no guarantees or entitlements to TIF funding for any certain project. Based on the merits of the project, the available funding resources, the economic impact, and its desirability to be performed, the City may choose to financially participate in the project at its own discretion.

Suggested Assistance Options for Consideration

Should the City wish to provide financial support to support this project, the following funding strategies are recommended for consideration.

1. One-time Cost Reimbursement Grant Payment

The City may consider providing the applicant with a one-time cost reimbursement grant payment for reimbursement of a portion of the Eligible Project costs incurred, payable upon completion of the project. This is the simplest form of assistance and requires minimal administration, getting money into the hands of the applicant as soon as possible. Prior to choosing this method, ensure that adequate funds are available to be allocated.

Example Funding Options:

Total Estimated TIF Eligible Costs: \$37,500

Reimbursement Rate (%)	Estimated Value/Limit (\$)
10%	\$3,750
20%	\$7,500
30%	\$11,250
40%	\$15,000
50%	\$18,750

Telephone Numbers:
248-880-3306

[illegible]

* $\frac{1}{4}$ of cost: 3232.66