

# MONMOUTH ILLINOIS

DATE: April 26, 2023

TO: Mayor Davies & Members of the Monmouth City Council

FROM: Lew Steinbrecher, City Administrator

RE: Downtown Commercial Building Rehabilitation-Buchanan Center

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The City has received an application from the Buchanan Center located at 64 Public Square, for a 30% reimbursement for some interior renovation. The total estimated cost of this renovation work is \$71,460 which includes both electrical and plumbing trade activity. After review of the detailed cost proposals, \$48,546 of this work qualifies for the 30% reimbursement under the City's Downtown Commercial Building Rehabilitation Program.

Attached to this memo please find the application submitted by the Buchanan Center requesting reimbursement for this renovation work. Based on my review of the application and supporting documentation, the Administration is recommending approval of reimbursement in the amount of **\$14,564** contingent on all work being completed and inspected/approved by the City Building Department; and upon submittal of documentation of paid invoices and proof of payment.

Thank you.

CITY OF MONMOUTH – APPLICATION FOR  
DOWNTOWN TIF COMMERCIAL BUILDING REHABILITATION PROGRAM

Name of Applicant (Building Owner): Grace Buchanan Memorial Fund

Mailing Address: 64 Public Square City/State/Zip: Monmouth, IL 61462

e-Mail Address of Owner/Applicant: buchanancenter@mtcnw.net Phone: 309.734.3033

Detailed Description of Eligible Interior Rehabilitation Work: \_\_\_\_\_

The Buchanan Center for the Arts would like to remodel the BCA Kitchen/Classroom. This project would bring the space up to code, make it ADA accessible, and make better use of the space for classes and special events. Upgrades and new additions include: ADA accessible kitchen with upgraded electric, updated and new plumbing, cabinetry, and appliances, new floor, ceiling drywall and lighting, new single-lift elevator, automated A Street door entry, new cabinetry, electric, and sink/plumbing for art lessons and supplies in the classroom portion of the space, new electric for the new kiln (which will bring new classes and experiences to the BCA Classroom), and new drywall for all walls. The space has not been updated since 1989. These upgrades will allow the Buchanan Center for the Arts to better serve all residents of Warren County.

Cost of Interior Work (Attach Contractor Cost Estimate(s): Electrical \$64,010; Plumbing \$7,450

Cost of Exterior Work (Attach Contractor Cost Estimate(s): N/A

Total Cost of All Rehabilitation Work (Eligible and Ineligible Costs): \$71,460 #44,349

Attach photographs of work areas of building \_\_\_\_\_ YES \_\_\_\_\_ NO

I, (print name of building owner) Grace Buchanan Memorial Fund, do hereby request financial assistance from the City of Monmouth under its Downtown TIF Commercial Building Rehabilitation Program. My signature below certifies that I have read and understand the guidelines published for this program and assert that, to my knowledge, the proposed improvements for the rehabilitation of my commercial building located at 64 Public Square Monmouth, Illinois, are eligible under the Program guidelines. I further agree to comply with all municipal zoning, building, electrical, plumbing, mechanical, and sign regulations and will obtain all permits as may be appropriate. I understand that any financial assistance that may be provided by the City under this program will be in the arrangement of a reimbursement upon completion of the rehabilitation work and the issuance of a Certificate of Occupancy by the City of Monmouth. I understand that I will be responsible for repaying the City a portion or the entirety of the amount of financial assistance should I fail to operate a viable business enterprise within the rehabilitated space for a period of less than 5 years.

Applicant/Owner's Signature Aaron Jensen Date: 4/13/23

Received by the City: April 14, 2023 JS Date \_\_\_\_\_  
Aaron Jensen, Board of Trustees, Treasurer

*Recommend \$14,564 total reimbursement*