

VILLAGE OF HOMEWOOD



BOARD AGENDA MEMORANDUM

DATE OF MEETING: June 23, 2026

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Noah Schumerth, Director of Economic and Community Development

Topic: Amendment to Incentive Agreement for Property Improvements at 2139 W 183rd Street



Figure 1: PurposeFlow Wellness' proposed wall signage facing 183rd Street

PURPOSE

The Village created the Façade and Property Improvement Program to provide financial assistance for the improvement and maintenance of commercial buildings that would increase the assessed valuation and marketability of the area. The goals of this program include promoting the revitalization of properties, assisting with upgrades to buildings, and retail attraction and expansion.

The applicant (Larissa Shipps) is a tenant of the building at 2139 W. 183rd Street, who is locating a new yoga studio called PurposeFlow Wellness into a vacant commercial space. The commercial space was formerly a paint and carpet store and has been vacant since 2014.

The Village Board approved an incentive agreement for new flooring and interior improvements for this location on April 28, 2026. The cost of this initial project was approximately \$8,500; the applicant received a \$3,100 reimbursement from the Façade and Property Improvement program to cover 36% of the total costs of upgrades and 50% of the costs of the new flooring (\$6,200).

The applicant has requested an amendment to her original incentive request to include new outdoor signage, including two (2) wall signs and new sign copy in the existing pylon sign on the spot. The new pylon sign copy will replace damaged sign copy on the highly visible pylon sign located on the property. The signage will increase the visibility of the business and allow for repairs to existing sign structures on the site.

PROCESS

Staff reviewed this application for eligibility under the Non-TIF Business Incentive Program, which was established to provide incentives to properties outside of a TIF district through three programs: *Façade and Property Improvement Program*, *Go Green! Initiative*, and the *Retail Enhancement Program*. These programs allow reimbursement of up to 50% of the eligible costs.

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The applicant has requested to amend her previously approved incentive request for the *Façade and Property Improvement Program*, which was approved for \$3,100 in total reimbursement on April 28, 2026.

The purpose of the *Façade and Property Improvement Program* is to promote revitalization by providing financial assistance for the improvement and maintenance of existing commercial buildings. Eligible expenses include signage installations, especially when signage installations may promote future improvements to the quality or effectiveness of signage (electrical connections, pylon sign rehab, etc.).

The applicant was required to submit an application for the proposed improvements and at least three (3) bids for any work to be completed. Through the *Façade and Property Improvement Program*, the Village may elect to reimburse up to 50% of the lowest submitted bid amounts for the project. The applicant submitted bids for each proposed sign being installed on the building. The overall total of the two (2) wall signs and pylon sign copy is estimated to be \$9,222:

- **Wall Sign (front, illuminated):** \$4,860 + \$1,358 installation costs (\$6,218)
- **Wall Sign (rear, non-illuminated):** \$713 + \$425 installation costs (\$1,138)
- **Pylon Sign Copy:** \$1,216 + \$650 installation costs (\$1,866)

Any permitting fees, review costs, or vendor charges required to complete the project are not eligible for reimbursement through this program.

With a 50% reimbursement, the Village would reimburse no greater than \$4,611 in total additional expenses for the sign installation. This would account for 50% of the signage material and installation costs for the project, and approximately 40% of the total signage costs for this project. The applicant must provide receipts or paid invoices and evidence of the completion of work prior to receiving reimbursement from the Village.

The Village will have provided a total of \$7,711 in property improvement incentives for this property. No more than \$12,500 (50% of \$25,000 total project cost) may be reimbursed to any single business through the *Façade and Property Improvement Program*.

OUTCOME

The additional incentive for PurposeFlow Wellness would total \$4,611, in addition to the \$3,100 incentive previously approved for this business. The funds provided by the Village would reimburse the applicant for actual expenses incurred. Costs would be reimbursed only after receipt of the payments are submitted to and approved by staff.

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In developing the recommendation, staff considered the following:

- The recommended financial incentive remains far less than the 50% maximum available under the Business Incentive Program and is consistent with the level of incentives offered to previous applicants.
- The recommended funding will be used to open a new business in a space that has been vacant for more than 10 years.
- The improvements will allow a long-vacant retail space to become more attractive for future tenants, including new electrical connections for signage and repairs to a deteriorated pylon sign located adjacent to the building.

FINANCIAL IMPACT

- **Funding Source:** General Fund
- **Budgeted Amount:** \$50,000
- **Cost:** \$4,611 (\$7,711 total cost with amendment to original agreement)

LEGAL REVIEW

Completed

RECOMMENDED BOARD ACTION

Pass a resolution authorizing the Village President to amend a previously approved incentive agreement with Larissa Shipps of PurposeFlow Wellness, to provide financial assistance from the non-TIF Business Incentive Program for no greater than \$7,711 for building improvements at 2139 W. 183rd Street.

ATTACHMENT(S)

- Amended Incentive Agreement
- Application with lowest approved bid documents