

City of Mt. Pleasant

**Central Business District (CBD) Tax Increment Finance Authority (TIFA)
Mission-Pickard Downtown Development Authority (DDA)
Industrial Park North TIFA
University Park TIFA**

**MINUTES OF THE REGULAR MEETING
July 9, 2015 10:00 AM
City Hall, Conference Room A**

I. Call to Order

The meeting was called to order by Chair Rich Swindlehurst at 10:02 am.

Present: Tim Driessnack, John Hunter, Tom Krapohl, Margaret McAvoy, Nancy Ridley, Jeff Smith, Rich Swindlehurst (Chair),

Absent: Tim Coscarelly, Rick McGuirk (Vice-Chair), Lisa Orlando, Terri Zitzelsberger

Also attending: (Staff): Mary Ann Kornexl, Jacob Kain, William Mrdeza

II. Approval of Agenda

It was moved by McAvoy, seconded by Ridley, to approve the agenda as presented. **The motion passed unanimously.**

III. Approval of the May 14, 2015 Meeting Minutes

It was moved by Smith, seconded by Driessnack, that the May 14, 2015 meeting minutes be approved as presented. **The motion passed unanimously.**

IV. Old and New Business

A. TIFA

1. Consider and Approve the 2015 Amended and 2016 Proposed TIFA Annual Budget

Mrdeza asked Kornexl to review the 2015 amended budget and proposed 2016 budget with the TIFA Board. She began by noting that the \$24,400 due from the State to cover the Personal Property Tax loss is not reflected in the budget and won't be booked until it has actually been received. Kornexl also pointed out that the County debt capture decreased from what was budgeted in 2015 and that the proposed Wayfinding program has been postponed until after 2016 due to changes in City staffing and the need to first concentrate on a community branding effort.

For the CBD TIFA in 2016, Kornexl highlighted the fact that the proposed capital project outlay of \$435,000 is the largest component of the budget and will essentially eliminate any carryover funds in this category once it has been expended in 2016. This means that the TIFA Board will need to prioritize and begin saving in 2017 and beyond for future projects. Kornexl also highlighted the fact that the 2016 budget anticipates approximately \$58,944 in unassigned working capital.

Kornexl explained to the TIFA Board that the Downtown Ad Hoc Committee was just finishing its work and would be making a recommendation to the City Commission regarding the uses of funds for downtown needs. She had incorporated many of the draft committee recommendations into the 2016 budget, but cautioned this could change once the City Commission received and reviewed the recommendations. Ridley suggested that the TIFA Board could decide to approve the 2016 budget now with the option of amending the budget later due to the uncertainty surrounding portions the Downtown Ad Hoc Committee recommendations.

Kornexl next reviewed the budget for the North Industrial Park. She indicated that no funds are currently being captured in this park; maintenance activities are funded through savings. Kornexl estimated that there were about five years of maintenance funds left before the current reserves are depleted. This tax capture district is set to expire in 2027.

Finally, Kornexl reported on the University Park budget, noting that the TIF district is scheduled to expire at the end of 2015. The TIFA Board previously decided not to renew the tax capture district since there has been no recent development that would add revenue to the park. Kornexl highlighted that almost \$30,000 had been returned to the TIFA District from the LDFA and noted that upon the district's sun setting, \$92,525 will be returned to the taxing jurisdictions unless it can be spent on eligible activities before the end of the year. Finally, Kornexl reminded the Board that \$183,400 had been budgeted in 2015 for capital projects.

With limited additional discussion, it was moved by Smith, seconded by Krapohl, to approve the three 2015 amended TIFA budgets and the proposed 2016 budgets as presented with the caveat that spending for the Architectural Pleasing Incentives and Part Time Special Event Coordinator in the CBD TIFA budget be delayed until such time as the Downtown Ad Hoc Committee budget is presented to and approved by the City Commission. **The motion passed unanimously.**

B. DDA

1. Consider and Approve the 2015 Amended and 2016 Proposed DDA Annual Budget

Kornexl presented the 2015 amended budget for the DDA Board's consideration. She reported a working capital balance at the end of 2015 of \$422,515 with a carryover of \$315,000 for 2016 projects. The unassigned balance is \$77,515 and the amount committed to economic incentives is \$30,000. The DDA currently captures 28% of the revenues generated in the district.

Kornexl next reported on the proposed 2016 budget, noting that the amount for economic incentives remained unchanged from previous years and that the amount assigned to pedestrian and traffic safety was estimated at \$195,000 while the unassigned amount was \$62,965 for a total working capital next year of \$287,965. Ridley noted that the DDA district is set to expire in 2017 and suggested that the Board begin to discuss whether or not there is value in proposing a renewal of the district in the coming months. It was moved by Smith, seconded by Ridley, to approve the 2015 amended and the proposed 2016 DDA budgets as presented. **The motion passed unanimously.**

2. Update on Next Proposed Grid Street

Mrdeza reported that the staff is currently working with the developer, CMU, and adjacent property owners on the proposed Mission Street project between Gordon Foods and McDonalds. As previously discussed, the developer of the project is interested in allowing a grid street to be built across the property connecting Mission Street and East Campus Drive as part of the new development. Mrdeza indicated that the staff expects an application for site plan review by the Planning Commission to be filed in late September.

3. Update on Mission/Pickard Street Decorative Lighting Costs

Mrdeza indicated that he is working with the City's Engineering staff to obtain cost estimates on installing decorative street lights along the Mission and Pickard corridors. He reminded the Board members that the City Commission asked the DDA to explore the concept of prioritizing decorative street lights similar to what Union Township installed in their East DDA District on Pickard and make a recommendation to the Commission. Because of the Engineering staff's workload, Mrdeza reported that it might be a couple of months before the cost estimates were available.

The DDA Board directed Mrdeza to simply get a "ball park" estimate per light fixture (then multiplied by the number of existing lights) in order to give the Board an indication of overall cost. If this initial estimate seemed reasonable, then a more detailed cost could be developed prior to the Board reporting back to the City Commission with a recommendation. Mrdeza indicated he would work with the DPW staff to have a rough estimate available by the next meeting.

V. Other Business

There was no *Other Business* for the Board to discuss.

VI. Public Comments

There were no public comments received.

VII. Adjourn

There being no other business, the meeting adjourned at 10:45 am.