

City of Mt. Pleasant

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

MINUTES OF THE REGULAR MEETING

November 10, 2016 10:00 AM
City Hall, Conference Room C

I. Call to Order

The meeting was called to order by Chair Tim Driessnack at 10:01 am.

Present: Tim Driessnack (Chair), Tom Krapohl, John Hunter, Mary Ann Kornexl (for Nancy Ridley), Margaret McAvoy, Nancy Ridley, Jeff Smith, Rich Swindlehurst (Vice-Chair), Brad Wahr

Absent: Tim Coscarelly, Rick McGuirk, Lisa Orlando,

Also attending: (Staff): William Mrdeza, Michelle Sponseller

II. Approval of Agenda

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

III. Approval of the November 1, 2016 Special Meeting Minutes

It was moved by Swindlehurst, seconded by Wahr, to approve the November 1, 2016 special meeting minutes as presented. **The motion passed unanimously.**

IV. Old and New Business

A. TIFA

1. Approval of 2016 TIFA Amended Budget

Kornexl presented the following highlights to the 2016 TIFA budget and requested the Board consider approving the final amended budget as presented:

- Added \$20,000 under Working Capital to account for donations for downtown light curtains on building facades
- Increased the Downtown Development Director's line item to account for training and computer replacement

- Reduced the amount allocated for façade improvement based on demand need
- Reduced the amount allocated for capital improvements based on an approved reduction in projects and associated costs; added \$40,000 for downtown light curtain matching program

Based on the above adjustments, Kornexl noted that the ending balance for the final amended 2016 CBD-TIFA budget was \$589,500. Kornexl indicated that there were no changes in the final Industrial Park North TIFA budget. It was moved by McAvoy, seconded by Swindlehurst, to approve the 2016 CBD-TIFA and Industrial Park North TIFA amended budgets. **The motion passed unanimously.**

2. Approval of an Amendment to the Capital Improvement Plan

Kornexl and Sponseller explained that on June 13th the City Commission approved the 2017-2021 Capital Improvement Plan (CIP). Earlier this summer the Downtown Development Board (DDB) and CBD-TIFA Board met jointly to review the priority of these projects. At the October 12th joint meeting, the boards adopted an amended Capital Improvement Plan for 2017-2021. This amended Capital Improvement Plan eliminated bike shelters and corrals, pedestrian lighting (unless grant funded), and wayfinding signage. The amended plan added a project to address the fire suppression deficiency that has been identified as hindering the development of second floor apartments as well as the purchase of downtown Christmas lights that was approved at the November 1st special CBD-TIFA meeting. The funds allocated to banner poles was reduced to \$1,000 and reconstruction of the Town Center parking lot was delayed. Because of the price associated with the fire suppression deficiency and its potential to be funded by future state grant programs, the City was encouraged to amend the CIP in order to be eligible to apply for state grant funds at a future date. It was moved by Swindlehurst, seconded by Krapohl, to amend the CIP for downtown and to recommend the City Commission adopt the amended CIP at their November 28th meeting. **The motion passed unanimously.**

B. DDA

1. Approval of 2016 DDA Amended Budget

Kornexl presented the following highlights to the 2016 DDA budget and requested the Board consider approving the final amended budget as presented:

- Added \$9,464 (which shows as a deficit) to the Tax Tribunal Judgment line in anticipation of an additional loss in this line item due to judgments
- Slightly increased the amount allocated to Pedestrian and Traffic Safety to include the Campus Commons grid street project and Broomfield intersection lighting
- Slightly decreased the amount available for economic incentives based on awarded amounts

Based on the above adjustments, Kornexl noted that the ending balance for the final amended 2016 DDA budget was \$312,205. It was moved by Swindlehurst, seconded by Hunter, to approve the 2016 DDA amended budget. **The motion passed unanimously.**

2. Continued Discussion of the Next Steps for Amending and Extending the DDA Financing Plan and Amending the Development Plan

Mrdeza reminded the Board that the City's legal staff was currently working on outlining the steps necessary to extend the ending date of the Financing Plan for the Mission/Pickard DDA District as well as amending the Development Plan to add any new projects which have been identified since the last amendment in 2010. Mrdeza distributed a timeline prepared by the City's attorney of the scheduled steps necessary to follow during the amendment process. To date, Mrdeza had not received any additional project suggestions to be added to the Development Plan beyond decorative street lighting on Mission and Pickard, alley maintenance and reconstruction activities along Mission Street, and the development of a proposed Mission Street corridor plan. In order to keep the process moving forward, he asked the Board members to provide him with any additional project suggestions for the Development Plan by Monday, November 28th. After that date, he will begin working with the City's legal staff to include an updated project listing in the Development Plan and to begin the process of amending both the Development and Financing Plans. It is anticipated that the process will be completed early in the next Fiscal Year in order to allow for adequate budget and project planning. Mrdeza provided the following cost estimates to the Board for their consideration regarding potentially identified projects:

- Decorative corridor lighting: \$1,656,000
- Alley maintenance and repair: \$ 420,000
- Mission Street corridor plan: \$ 90,000

During the discussion, Board members suggested that as information is provided during the required input and comment periods, reasons for amending the DDA plan should be provided. One such reason discussed involved consistency between the ending dates of the Finance and Development Plans. Mrdeza indicated that this information would be included in the outreach materials.

3. Reminder of the Planapalooza Session

Mrdeza reminded Board members of the upcoming Planapalooza public input sessions on the City's new zoning ordinance beginning Friday evening November 18th through the weekend and concluding with a summary and wrap up on Monday evening, November 21st. As the community begins work on a character- or form-based code, this is an opportunity for Board members as well as residents to provide input into desired elements that will shape the character of the community for years to come. Mrdeza indicated that while one of the sessions on Saturday, November 19th will focus on corridor design, input is welcome anytime during the weekend as

schedules permit. Mrdeza encouraged Board members to refer to the handout in the packet for more information.

V. Other Business

There was no Other Business discussed.

VI. Public Comments

There were no public comments received or offered.

VII. Adjourn

There being no other business, **the meeting adjourned at 10:35 am.**