

City of Mt. Pleasant, Michigan



CITY HALL
320 W. Broadway • 48858
(989) 779-5300
(989) 773-4691 fax

PUBLIC SAFETY
804 E. High • 48858
(989) 779-5100
(989) 773-4020 fax

PUBLIC WORKS
320 W. Broadway • 48858
(989) 779-5400
(989) 772-6250 fax

Mission-Pickard Downtown Development Authority (DDA)

AMENDED MINUTES OF THE REGULAR MEETING April 8, 2021 10:00 AM ELECTRONICALLY CONDUCTED

I. Call to Order

The meeting was called to order by Chair Jeff Smith at 10:00 am.

Present: Tom Krapohl, Doug LaBelle II, Margaret McAvoy, Nancy Ridley, Robby Roberts, Jeff Smith (Chair), Robert VanDorin

Absent: John Hunter (Vice Chair), Lisa Orlando

Also attending: (Staff): William Mrdeza, Michelle Sponseller (Host)
(Guests): Paul Lippens, McKenna Associates

In accordance with state law governing the ability to conduct meetings virtually, all members listed as present identified Michigan as the state from which they were participating. Krapohl, Labelle, Ridley, Roberts, and Smith identified the city and county from which they were participating as Mt. Pleasant, Isabella County. McAvoy identified Owosso, Shiawassee County as her location of participation. VanDorin identified Union Township, Isabella County as his location of participation.

II. Approval of Agenda

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

III. Approval of the March 11, 2021 Meeting Minutes

It was moved by Ridley, seconded by Krapohl, to approve the March 11, 2021 meeting minutes as presented. **The motion passed unanimously.**

IV. Old and New Business

A. Receive and Accept the 2020 Year End Financial Statements

Mrdeza presented the 2020 year-end financial report to the Board. He indicated that the actual tax capture was slightly more than budgeted and that the Michigan Tax Tribunal

City of Mt. Pleasant, Michigan



CITY HALL
320 W. Broadway • 48858
(989) 779-5300
(989) 773-4691 fax

PUBLIC SAFETY
804 E. High • 48858
(989) 779-5100
(989) 773-4020 fax

PUBLIC WORKS
320 W. Broadway • 48858
(989) 779-5400
(989) 772-6250 fax

judgement was less than anticipated, resulting in approximately \$7,300 more in available Working Capital than originally budgeted. The uses of Working Capital were basically consistent with the budgeted amount, except that there was less spent in Operations, resulting in a savings of almost \$4,000. The \$11,688 of revenue over budgeted amount was added to the Pedestrian and Traffic Safety line item, leaving a total available working capital amount at the end of the year of \$649,967.

Mrdeza also briefly reviewed the DDA Annual Report with the Board. He noted that the taxable value in the district when established in 1990 was about \$32 million, while the 2020 taxable value had grown to about \$76.3 million. Mrdeza also noted that there appeared to be a typo under the 2020 Tax Capture reporting, indicating 2019 Original and Adjusted capture values. Mrdeza will verify with Kornexl that the reporting year should be 2020 instead of 2019. It was moved by McAvoy, seconded by VanDorin, to receive and accept the corrected 2020 year-end financial statement as noted. **The motion passed unanimously.**

B. Consider McKenna Contract Addendum for Next Steps in Mission Street Project Planning

Mrdeza presented a proposed addendum to the planning contract with McKenna Associates seeking to engage the firm's assistance in implementing elements of the Mission Street design philosophy as outlined in the City's Master Plan. Staff felt the advantages of the proposal included: 1) it involves the consultant that is familiar with the Master Plan, input received, and the philosophy behind it; 2) it brings an advocate to the stakeholder table that is familiar with working with MDOT on similar corridor projects around the state; and 3) it would help identify the most appropriate next steps in the implementation process at a reasonable initial cost. The proposed total cost of the proposal was \$10,000-15,000 over a two-year period.

Some members of the Board felt that the deliverables outlined needed to be further detailed. It was also suggested that the revised proposal should clarify the ability of the City to end the contract early if the quarterly meetings are not as productive as anticipated. Finally, it was suggested that a member of the DDA participate in the quarterly meetings. Doug LaBelle and Jeff Smith were designated to represent the Board in the quarterly meetings, with LaBelle to serve as the primary representative. McAvoy moved, seconded by Roberts, to table action on the proposal until the May DDA meeting, at which time a revised proposal detailing the deliverables expected from the quarterly meetings would be considered. **The motion passed unanimously.**

V. Public Comments

City of Mt. Pleasant, Michigan

Mt. Pleasant
[meet here]

CITY HALL
320 W. Broadway • 48858
(989) 779-5300
(989) 773-4691 fax

PUBLIC SAFETY
804 E. High • 48858
(989) 779-5100
(989) 773-4020 fax

PUBLIC WORKS
320 W. Broadway • 48858
(989) 779-5400
(989) 772-6250 fax

There were no public comments received or offered.

VI. Adjourn

There being no other business, **the meeting was adjourned at 11:03 am.**