

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)

MINUTES OF THE REGULAR MEETING April 13, 2023—10:00 AM

I. Call to Order

The meeting was called to order by Chair Hunter at 10:06 am.

Present: Aaron Desentz, Chris Embry (for Jerry Jaloszynski), John Hunter, Tom Krapohl, Doug LaBelle II, Robby Roberts

Absent: Jeff Smith, Robert VanDorin

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

II. Approval of Agenda

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

III. Approval of the February 9, 2023 Meeting Minutes

It was moved by Krapohl, seconded by Desentz, to approve the February 9, 2023 meeting minutes as presented. **The motion passed unanimously.**

IV. Old and New Business

A. Receive and Accept the 2022 Year End Financial Statements

Kornexl presented the end of the year 2022 financial statements for the Board to consider. She indicated that captured taxes were slightly less than projected in 2022 while tax tribunal cases resulted in less tax adjustment than anticipated. She also reported the City will receive the state PPT reimbursement from 2022 in 2023 due to timing issues. Kornexl identified almost \$13,000 remaining in the contract with McKenna to assist with Mission Street corridor work that will be carried forward into 2023 as that effort continues. She concluded here review by identifying \$1,209,916 remaining in Working Capital at the end of 2022.

In addition, Kornexl reviewed the base value of the DDA district at \$32,047,850 and compared that with the current taxable value of the district of \$78,543,542. She indicated that the amount captured by the district in 2022 (at a 28% capture rate) was \$340,656. Mrdeza indicated that the Board would see a budget amendment later in 2023 to account for

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[meet here]

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the replacement of approximately twelve pedestrian lights on Broadway (west of Mission) that have reached the end of their service life. The estimated cost was approximately \$238,000. It was moved by Krapohl, seconded by Roberts, to receive and accept the 2022 year-end financial statements for the Downtown Development Authority. **The motion passed unanimously.**

V. Public Comments

There were no public comments received or offered.

VI. Other Business

There was no Other Business to come before the Board.

VII. Adjourn

There being no other business, **the meeting was adjourned at 10:15 am.**

City of Mt Pleasant
Mission Street DDA
Statement of Estimated Changes in Working Capital
December 31, 2023 & 2024

	<u>2022 Actual</u>	<u>2023 Original Budget</u>	<u>2023 Amended Budget</u>	<u>2024 Proposed Budget</u>
Working Capital at January 1,	\$920,673	\$1,133,813	\$1,209,916	\$1,386,484
Working Capital Sources:				
Revenue:				
TIFA/DDA Captured Taxes	340,656	344,000	361,000	361,000
MTT Judgement	(3,627)	(10,000)	(10,000)	(10,000)
State Reimbursement PPT	-	4,000	14,000	7,500
Investment Earnings	12,287	3,000	21,000	21,000
Total Working Capital Sources	349,316	341,000	386,000	379,500
Working Capital Uses:				
Expenses				
Operations	24,477	30,500	22,782	24,400
Management Fee City Master Plan	25,300	25,300	25,300	25,300
Design of Projects from Master Plan	-	-	8,420	-
Driveway Closure/Consolidation Assistance	2,396	60,000	60,000	60,000
Alley Maintenance **	-	23,870	23,900	13,000
Depreciation	5,640	5,640	5,640	5,640
Refund of County Debt Capture Administration	-	4,160	-	-
	7,900	8,600	9,030	9,030
Total Expenses	65,713	158,070	215,072	197,370
Other Uses/Adjustments				
Depreciation	(5,640)	(5,640)	(5,640)	(5,640)
Total Working Capital Uses	60,073	152,430	209,432	191,730
Increase (Decrease) in Working Capital	289,243	188,570	176,568	187,770
Working Capital at December 31,				
Assigned for Pedestrian and Traffic Safety	1,209,916	1,322,383	1,386,484	1,574,254
Total Working Capital at December 31	<u>\$1,209,916</u>	<u>\$1,322,383</u>	<u>\$1,386,484</u>	<u>\$1,574,254</u>

** - 2023 - Wisconsin to Locust \$15554 & Michigan to Illinois \$8313
2024 - Crosslanes to Andre & Andre to Bennett - 13000

Plan Expires 2025

Mission-Pickard Downtown Development Authority

Synopsis of Activities—June, 2023

Accomplishments:

- Pedestrian safety intersection enhancements (enhanced cross walk markings)
- Economic incentives to qualifying businesses (decorative fencing, entry walls, bike racks, landscape plantings, decorative brickwork)
- Façade improvement (design assistance and interest rate buy-downs)
- Driveway relocation/consolidation per MDOT access management plan requirements
- Coordinated with MDOT on audible pedestrian signal at Mission and Broomfield (to be installed by MDOT in 2021)
- Alley PASER ratings, paving and reconstruction on the west side of Mission Street
- Construction of cross connections between properties along Mission Street
- Construction of new grid streets connecting Mission Street and East Campus Drive to alleviate congestion at signalized intersections and reduce the number of short trips on Mission Street
- Amended the original development plan to add several projects to the plan and to extend the end date of the Financing Plan to coincide with the end of the Development Plan in 2025
- Enhanced intersection lighting at major Mission Street intersections
- Funded Mission Street Special Area Plan as part of the 2050 City master plan
- Currently working with Mission Street corridor stakeholders to identify, scope, and study the feasibility of infrastructure design alternatives to begin implementing the Master Plan 2050 goals for the corridor
- Stakeholder meetings on the Mission Street Corridor project held beginning September, 2021
- Reinstated the driveway closure and consolidation assistance program to help business comply with the Mission/Pickard Access Management Plan

Fund Balances as of January 1, 2023:

- Total Fund Balance \$1,209,910 consisting of:
 - Assigned for Pedestrian and Traffic Safety

Future Projects:

2023

- Alley overlays:
 - Wisconsin to Locust
 - Michigan to Illinois
- Identify initial project designs for Mission Street to be implemented ahead of engineering design services recommendations

2024

- Alley overlay:
 - Crosslanes to Andre
- Replace pedestrian street lights on Broadway from Fancher to Mission Street
- Create and bid out RFP for design consultant services for Mission Street
- Implement initial recommended project design(s) identified in 2023
- Consider amending the DDA Development and Financing Plans to extend the plans beyond their 2025 sunset date

2025

- Begin construction on selected Mission Street infrastructure project(s) as recommended in consultant design study above
- Implement DDA District extension amendment process