

Central Business District (CBD) Tax Increment Finance Authority (TIFA)
Mission Street Downtown Development Authority (DDA)
Economic Development Corporation (EDC)
Brownfield Redevelopment Authority (BRA)
Industrial Park North TIFA
University Park TIFA

MINUTES

February 11, 2009 at 8:00 a.m.
City Hall, Conference Room A

I. Roll Call:

Present: Tim Coscarelly (Chair), Tim Dolehanty, Kathie Grinzinger, Tom Krapohl (Vice Chair), Joe Olivieri (arrived at 8:23), and Joe Pius.

Absent: Jeff Smith (+ 3 vacancies).

Staff: Rich Morrison, City Economic Development Director; Mary Ann Kornexl, City Treasurer; and Jeff Gray, City Planner.

Guests: Kathy Methner, MMDC.

With a lack of a quorum to take action at 8:00 a.m., staff provided those present with a summary of the stakeholder meetings regarding the Mission Street boulevard project that occurred at City Hall on February 3rd and 4th (item IV.B. on the agenda). Informational purposes only – no action taken.

Chair Coscarelly declared the regular meeting open at 8:45 a.m.

II. Approval of Agenda:

Motion by Grinzinger, second by Krapohl to approve the agenda as printed. Motion carried.

III. Approval of Minutes

A. January 14, 2009 – Regular Meeting.

Motion by Smith, second by Dolehanty, to approve the minutes as presented. Motion carried.

IV. Old and New Business:

A. Industrial Park North TIFA – Present status report on proposed Contract for Services by MMDC.

Grinzinger presented the draft agreement for services, noting that the terms of the agreement are spelled out in a contract and the tasks that MMDC would complete are enumerated in two exhibits. This format will allow for periodic review of the services to be rendered without need to amend the entire contract. If approved, the contract would be for a period of 3 years.

Kathy Methner, MMDC, indicated that the agreement was in draft form and that she was open to discussing any proposed changes.

It was noted that the previous contract included a provision for MMDC to make capital improvement recommendations; it was the consensus of the Authority that this task should be added to Exhibit A. It was clarified that the previous contract assigned budget responsibilities to MMDC, but that the task is now being performed by the City. It was also noted that Exhibit A should indicate that bids would be presented to the TIFA, rather than the City (Item A.b.). Compensation for the first year of the agreement was also discussed. It was

noted that MMDC was compensated in the amount of \$7,000 for services rendered in 2008; it was the consensus that an increase to \$7,300 was appropriate. Staff was asked to verify the legal name of the TIFA, given the recent realignment of economic development boards.

Motion by Dolehanty, second by Olivieri, to authorize the Chair to execute the Contract for Economic Development Services in North Industrial Park with the Middle Michigan Development Corporation (MMDC), provided the following amendments are completed:

1. Exhibit A is amended to add capital improvement recommendations and to indicate that bids will be presented to the TIFA, rather than the City.
2. Compensation for 2009 will be set at \$7,300.
3. The contract shall reflect the current legal name of the TIFA.

Motion carried.

- B. DDA – Mission Street Boulevard Meetings (February 3-4) – Present meeting summary.

No further discussion took place.

- E. EDC & CBD-TIFA – Update on real estate acquisition.

Given the time of the morning and that action was required by a quorum of the Authority, item E. was moved up for consideration.

Morrison provided an update regarding the potential acquisition of the property located at 315 N. Main and the adjoining vacant parcel. He indicated that the negotiated purchase price is \$158,183.75, including the agent commission. The City Commission will be lending money to the EDC for the purchase. Action is required regarding the assignment of the purchase agreement with the agent.

Motion by Pius, second by Olivieri to approve the Assignment of Purchase Agreement for the property located at 315 N. Main and the adjoining vacant parcel. Motion carried.

There being no additional items for action, Pius excused himself from the meeting. Although a quorum was lacking for action, the remaining membership determined that there was informational value in hearing staff input on the remaining agenda items.

- C. DDA – Mission Street Reinvestment and Redevelopment Concepts – Continue discussion.

- D. DDA – Discuss possible Mission Street redevelopment proposals and DDA participation.

Morrison reviewed items C. and D. together noting that following the discussion at the January meeting regarding possible financial incentives to encourage redevelopment along Mission Street, staff received an application for redevelopment of the site at 2015 S. Mission for a new Firstbank branch. Morrison noted that opportunities exist for cross connection between adjoining properties, construction of decorative walls/screening at the street, and possible elimination of nonconforming signs. The applicant is proposing brick masonry construction.

There was some discussion regarding access and connection options and general support for aesthetic improvements to developments.

- F. BRA – Consider Work Plan Invoice from MDEQ for 600 W. Pickard (Brownfield Site #5)

Gray advised that an invoice has been received for the Michigan Department of Environmental Quality (MDEQ) review of the Work Plan for Brownfield Site #5.

The cost is an eligible expense and there is sufficient capture to pay. Gray noted that MDEQ rejected the Work Plan and staff will be in communication with the applicant to amend the Brownfield Plan accordingly. No further action is necessary by the Authority and staff will proceed with payment.

G. Other.

There was no further discussion.

V. Adjournment:

There being no further discussion, Chair Coscarelly adjourned the meeting at 9:39 a.m.

JMG