

## REGULAR MEETING

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

September 1, 2010

I. Vice Chair Pius called the meeting to order at 8:02 a.m. Roll Call:

Present: Tim Coscarelly, Tim Dolehanty, John Hunter, Rick McGuirk, Joe Pius (Vice-Chair), Steve Silverberg, Jeff Smith, Rich Swindlehurst.

Absent: Kathie Grinzinger, Tom Krapohl, Doug Ouellette (Chair).

Staff: Rich Morrison, Economic Development Director; Mary Ann Kornexl, City Treasurer; Brian Kench, Building Official.

Guest: Denny Adams, Isabella County Transportation Commission (ICTC).

II. Approval of Agenda.

Motion by Hunter, second by McGuirk, to approve the agenda as presented. Motion carried.

III. Approval of Minutes:

A. August 4, 2010 Regular Meeting

Motion by McGuirk, second by Swindlehurst, to approve the minutes as presented. Motion carried.

IV. Old and New Business:

A. CBD TIFA – Consider request from ICTC for allocation of TIFA funds.

Gray introduced Denny Adams with ICTC. He noted that Mr. Adams is asking the TIFA to consider allocating approximately \$7,800 in funds that the TIFA currently captures from the ICTC millage to help fund a new bus route between the CMU campus and downtown. Gray noted that staff has shared information related to the request from the Library to have its millage exempt from capture. In addition, staff has discussed the matter with legal counsel and can provide the board with some direction if it wishes to consider the request.

Mr. Adams provided information regarding the new route, including a schedule and map. He indicated that funding for the various bus routes comes from a variety of sources, including contracts with apartment owners. CMU has recently committed \$70,000 over four years to support bus service and he is hoping for a similar long term commitment from the TIFA.

Discussion followed regarding the number of riders that are likely to be served by the new route. Mr. Adams indicated that he did not have numbers available since the route went into service, but that the three existing routes provided over 223,000 rides last year. He believed that the new route had made 75-100 trips in the previous few days.

Adams was asked if it would be possible to consider a shorter term – perhaps one year – and develop some measures to determine the success of the route. He indicated that would be possible and that the TIFA funding would not make or break the route.

Staff reviewed a couple of options for funding the route. One would be a millage exemption agreement. The other would be a direct expenditure to support the route. This latter option would require a plan amendment. Also, any of the expenditures would have to occur within the district, so staff would need to work with Mr. Adams to determine the portion of the expenses associated with the route that actually occur within the district.

Discussion followed regarding the benefit of the route to downtown businesses.

Motion by Coscarelly, second by Dolehanty, to support consideration of a plan amendment to allow a one-year expenditure of funds to support the downtown to campus bus route. The amendment should include means to measure the success of the route, including increased business service. Motion carried.

B. CBD TIFA – Consider bid award/contract for Michigan Street Lighting Project.

Kench presented information regarding the bids received on the project to add pedestrian lighting to Michigan Street between Washington and Oak Streets. Bidders were asked to provide costs to design and install a layout for 9 or 10 LED fixtures in the two block stretch. All were asked to provide costs associated with utilizing the same fixture and manufacturer as has been used throughout the downtown (Lumec) and an approved alternate.

All four bidders submitted costs for Lumec fixtures and for the same alternate that would be supplied by Sun Valley. One bidder, Block Electric, was below all others for costs to install either Lumec or the Sun Valley. Block Electric's Sun Valley bid was below the \$60,000 budgeted for the project.

Discussion followed regarding the similarities and differences of the Lumec and Sun Valley fixtures, as summarized in Kench's memorandum to the board.

Staff was asked for a recommendation regarding utilizing the Lumec and the alternate. Morrison advised that the decision was up to the complete discretion of the TIFA. However, given the current economic conditions and the similar appearance of the two manufacturers, staff is not comfortable recommending the higher expenditure.

Motion by Silverberg, second by Smith, to award the Michigan Street design/build lighting contract to Block Electric to install 10 fixtures at a cost not to exceed \$54,900. Motion carried.

C. University Park TIFA – Discuss setting date for joint meeting with LDFA.

Staff indicated that the LDFA was not able to meet jointly with the TIFA at this September regular meeting. Staff asked whether the board wanted to set a special meeting later in the month for that purpose. It was the consensus of the board that the joint meeting should be scheduled at the October regular meeting.

D. Other.

Morrison introduced Brian Anderson, President and CEO of the Middle Michigan Development Corporation (MMDC).

Morrison stated that staff has received notice of an upcoming meeting called by the Michigan Department of Transportation (MDOT) to discuss their plan to re-stripe Mission Street between High and Bluegrass for bike lanes. The project would be completed with their upcoming mill and

resurface project in the same section of Mission. The bike lanes would be accomplished by narrowing the travel lanes on the street and using the gutter pan.

Morrison noted that staff will be in attendance at the meeting, which is scheduled for September 21<sup>st</sup>. Staff was asked to forward the meeting notice to the members of the Mission-Pickard DDA.

V. Adjournment.

Since there was no further discussion, Vice-Chair Pius adjourned the meeting at 9:00 a.m.