

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 OF THE REGULAR MEETING

September 18, 2012, 10:00 A.M.

City Hall, Conference Room A

I. Call to Order

The meeting was called to order by Vice Chair Rich Swindlehurst at 10:06 a.m.

Present: Tim Coscarelly, Kathie Grinzinger, John Hunter, Tom Krapohl, Rick McGuirk, Jeff Smith, Rich Swindlehurst (Vice Chair)

Absent: Tim Dolehanty, Doug Ouellette, Steve Silverberg, Rick McGuirk, Mike Pung,

Also attending: (Staff): Jeff Gray, Mary Ann Kornexl, William Mrdeza, Nancy Ridley, Michelle Sponseller (Guests): Tim Driessnack, Tim Lapham

II. Approval of Agenda

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

III. Approval of the August 21, 2012 Meeting Minutes

It was moved by Grinzinger, seconded by Krapohl, to approve the minutes of the August 21, 2012 meeting as presented. **The motion passed unanimously.**

IV. Old and New Business

A. TIFA

1. Review, Discuss, and Consider Adopting Proposed Criteria for Funding Requests to Support Events

Mrdeza and Sponseller presented a draft of a proposal suggesting parameters for the TIFA Board to apply when considering future requests to support or sponsor events downtown. Sponseller also provided the Board with a summary of eligible event expenses listed in the CBD-TIFA plan. After considering the proposed criteria and the preferred use of the limited

funds available, the Board decided that their funds were better used to incent new development in the district rather than be in the business of promoting events. They did, however, recognize the value of events in the downtown and recognized that the Downtown Development Board (DDB) was better suited to assist with event promotion. Therefore, it was moved by Grinzinger, seconded by Smith, that the CBD-TIFA Board remove itself from the business of supporting and promoting events and instead to transfer the \$5,000 currently earmarked for Le Tour support in the 2013 proposed budget to the DDB for the purpose of sponsoring new events (those created in addition to the events they regularly support). It was further moved that any new event supported by the DDB with these CBD-TIFA funds must be consistent with the goals of the TIFA plan and that the DDB must report annually to the CBD-TIFA Board as to how the funds were used. **The motion passed unanimously.**

2. Act on the Funding Requests for Four Events in 2013 as Presented at the August 21, 2012 Meeting

Mrdeza will notify the Chamber, CVB, and Art Reach of the Board's decision and to direct those organizations to contact the DDB through Michelle Sponseller if they wanted consideration of 2013 event sponsorship as previously proposed.

3. Update on Guidelines for a Downtown Façade Rendering Assistance Program

Mrdeza and Sponseller reported on the façade rendering assistance program proposed for the downtown district. Mrdeza indicated that he had just received a proposal from Landscape Architects & Planners for this type of assistance, as modeled after the program in place on Mission Street. In addition to outlining the scope of services, the proposal set forth a fee schedule as follows: \$700 for front elevations (plus \$50 per additional elevation), \$350 for rear elevations (plus \$50 per additional elevation), and \$200 for side elevations (plus \$25 per additional elevation).

Sponseller indicated that due to the complexity of the older facades downtown, it will take longer than anticipated to develop a draft program for the CBD-TIFA Board to consider than originally anticipated. She and Mrdeza hoped to have a draft program available at the next Board meeting.

B. DDA

1. McLaren Mission Street Office Park Project Incentives Request

Mrdeza informed the Board he had received a request for incentive consideration on the proposed McLaren Office Park development to be located north of Qdoba's Restaurant on Mission Street. The project developers were in attendance at the meeting. Gray and Mrdeza have been working with the developers to resolve issues with MDOT's Right of Way in order to be able to apply the more flexible Mission Street Overlay District standards to this project. The project as proposed will be the first of two anticipated phases of office building construction. This phase involves an estimated investment to the site of \$2,075,000. The

developers were requesting consideration of incentives for the following site amenities: decorative fencing, vehicle cross connection between Fairfield and Apian Way, relocation of utility service along Mission Street, pedestrian and bicycle amenities, and building awnings.

After some discussion, it was moved by Grinzinger, seconded by Coscarelly, that the DDA Board approve the following incentives and not-to-exceed amounts. The incentive amounts indicated represent one half of the estimated total cost of each item:

• Decorative fencing along Mission Street and Apian Way:	\$22,750
• Vehicle Cross Connection	\$37,500
• Pedestrian and Bicycle Amenities	<u>\$ 1,750</u>
Total	\$62,000

The motion was conditioned on MDOT's agreement to give up twenty feet of Right of Way along Mission Street for the development. **The motion passed unanimously.**

2. Update on Potential Taco Boy Site Improvements Incentive Request

Mrdeza and Gray reported that had met with Robert Baltierrez, owner of the Taco Boy Restaurant on Mission Street regarding his concerns involving driveway closures on his property. Mr. Baltierrez would like to add a drive-thru window to his restaurant, but is faced with several driveway closures in order to comply with the access management plan and ordinance on Mission Street. Gray and Mrdeza met with Baltierrez again and agreed to work with him to develop a more workable access plan to his property and to advocate on his behalf when meeting with MDOT on access management issues. Mrdeza and Gray are waiting for a revised site plan on the property and will be bringing this project back to the DDA for driveway closure incentive consideration at a later date. Most likely incentives will be requested for two driveway closures.

V. Other

1. Consider Alternative Date(s) and Time(s) for Regularly Scheduled Meetings

Mrdeza reported that Becky Murphy conducted a Doodle poll of members regarding a change in meeting date that would be more convenient to the majority of members. The results were inconclusive but it appeared that the second or fourth Tuesday of the month at 1:00 pm might be the preferred date and time. After additional discussion, the Board members suggested dates and times of the second Thursday of the month at 10:00 am and the second or fourth Tuesdays of the month at 1:00 pm. Mrdeza indicated that he would poll all members with those choices and present a date and time based on the majority response at the next meeting.

VI. Adjourn

There being no other business, the meeting adjourned at 11:47 am.