

## 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  
October 10, 2013, 10:00 AM  
City Hall, Conference Room A**

### **I. Call to Order**

The meeting was called to order by Chair Rich Swindlehurst at 10:02 am.

**Present:** Tim Driessnack, John Hunter, Tom Krapohl, Jeff Smith, Rich Swindlehurst (Chair), Terri Zitzelsberger

**Absent:** Tim Coscarelly, Kathie Grinzinger, Rick McGuirk (Vice-Chair), Doug Ouellette

**Also attending:** (Staff): Jennifer Flachs, Mary Ann Kornexl, William Mrdeza, Nancy Ridley, Michelle Sponseller, John Zang

A brief introduction of the City's new Department of Public Works Director, John Zang, was made to the Board prior to the start of the meeting.

### **II. Approval of Agenda**

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

### **III. Approval of the June 13, 2013 Meeting Minutes**

It was moved by Smith, seconded by Zitzelsberger, to approve the minutes of the July 11, 2013 regular meeting and the July 23, 2013 special meeting. **The motion passed unanimously.**

### **IV. Old and New Business**

#### **A. TIFA**

There was no business before the TIFA Board to discuss.

## B. DDA

### 1. Graff Cadillac/Buick Mission Street Development Incentive Request

Mrdeza presented a request from Graff GMC Cadillac/Buick for incentives related to a projected expansion of their facility on Mission Street north of Broadway. The project which will be considered by the Planning Commission for a Special Use Permit and Site Plan Approval later in the month includes improvements to the façade of the facility as well as the construction of a 2,200 square foot addition to accommodate an enclosed customer drop off for vehicles requiring service. The project will also include the demolition of the former Sweet Onion Restaurant on the corner of Mission and Broadway and an expansion of their outdoor vehicle display into the newly created space. Several driveways are proposed to be closed or reduced in size and the ZBA previously granted several variances for the project.

The applicant requested incentive funding for the following items:

• Decorative masonry wall:	\$8,015.00
• Landscape plantings around wall:	1,305.92
• Driveway closures and improvements:	<u>35,185.00</u>
Total Request:	\$44,505.92

As a result of the ensuing discussion, The DDA Board discussed the following funding percentages based on the above estimates:

• Decorative masonry wall:	50% of total actual cost
• Landscape plantings	50% of total actual cost
• Driveway closures and improvements:	100% of total actual cost

It was moved by Smith, seconded by Driessnack, to approve the above requests for incentives based on the percentage of total actual cost as identified. The total cost of the incentive package is not to exceed \$40,000. **The motion passed unanimously.**

### 2. Campus Plaza Mall Grid Street Project

Mrdeza and Flachs reminded the Board members that they previously agreed to an emergency allocation of \$28,235.00 when the grid street project unexpectedly encountered an issue with the sub-base in the adjacent parking lot that was being resurfaced. This limited parking lot reconstruction was an agreement between the City and property owner as part of the easement conditions. While the City Manager had authorized the emergency work at the time in order for the project to proceed on schedule, the Board agreed to take action at their next meeting to confirm the change order for the above amount. It was moved by Zitzelsberger, seconded by Smith, to approve the change order and confirm payment of \$28,235.00 to the contractor for the reconstruction of the adjacent parking lot sub-base as part of the grid street reconstruction project. **The motion passed unanimously.**

Mrdeza and Flachs updated the Board members on the final costs associated with the construction of the new grid street. Mrdeza indicated that the final construction total was **\$214,578.30**, which included the above approved change order and the City's standard 10% project contingency amounts. Flachs noted that of the \$214,578.30 total, CMU has committed **\$30,876.97** for project work in their Right of Way. This brings the total amount of the project paid by the City out of DDA funds to **\$183,701.33**.

### **3. Fairfield Realignment Project Update**

Flachs reported that PNC Bank has finally agreed, with the help of the City's legal counsel, to offer the City an easement over a small portion of their property needed for the realignment of North Fairfield Drive east of Mission and across from the new grid street. This realignment was necessary to avoid a requirement by MDOT that a splitter island be installed at the throat of the grid street opening on Mission to limit turn movements to right in and right out. Flachs indicated that bids will be opened the following week on October 15<sup>th</sup> and a special meeting of the DDA will need to be called after that time in order to allow the project to be completed yet this year. After a brief discussion regarding availability, DDA members set **Thursday, October 17, 2013 at 9:30 am** as the special meeting date. The sole agenda item will be to consider approval of the recommended bid for the realignment of Fairfield. The engineer's estimate for this project is \$104,000; the DDA had previously amended their 2013 budget to include this as a project to be completed this year.

### **4. Discussion of Next Grid Street Project Location**

Mrdeza briefly discussed the next possible location for the construction of an east/west grid street or cross connection. In addition to the Special Olympics location that has been discussed in the past, Mrdeza reported he recently had a discussion with the owners of the property where Happy's Pizza is located. After meeting with them, they are very supportive of what the City is trying to accomplish with its street construction program aimed at reducing traffic issues on Mission and would like to be considered for a future grid street and cross connection as anticipated in the Master Plan update currently being prepared. Mrdeza was in the process of arranging a meeting with CMU staff to further discuss the Special Olympics site and their willingness to participate with street construction in that location.

## **V. Other Business**

Sponseller reported that the City had been selected by the MEDC to submit an application for a state-wide PlacePlans grant which would cover the design costs of redeveloping Town Center. The PLacePlans Physical Design Grant is a partnership effort between the Michigan Municipal League (MML), Michigan State Housing Development Authority (MSHDA) and Michigan State University (MSU). She promised to keep the DDA Board informed on the outcome of the grant application.

## **VI. Adjourn**

There being no other business, the meeting adjourned at 11:06 am.