

## 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

February 14, 2013, 10:00 A.M.  
City Hall, Conference Room A

#### I. Call to Order

The meeting was called to order by Chair Doug Ouellette at 10:00 a.m.

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

**Absent:** Tim Coscarelly, Steve Silverberg, Mike Pung

**Also attending:** (Staff): Jeff Gray, Mary Ann Kornexl, Jason Moore, William Mrdeza, Michelle Sponseller, (MDOT): Bill Mayhew, Ryan McDonald, (MMDC): Brian Anderson

#### II. Approval of Agenda

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

#### III. Approval of the December 13, 2012 Meeting Minutes

There was no meeting in January. As a result, it was moved by Krapohl, seconded by Swindlehurst, to approve the minutes of the December 13, 2012 meeting. **The motion passed unanimously.**

#### IV. Old and New Business

##### A. TIFA/DDA

##### 1. Renewal of Agreement with the LDFA to Use University Park Captured Taxes for Maintenance, Marketing, and Park Management Activities

Kornexl asked the University Park TIFA Board to consider renewing its agreement with the Local Development Finance Authority (LDFA) which transfers taxes captured in the University Park by the TIFA to the LDFA in 2013. The purpose of the tax capture transfer

is to allow for the marketing, management, and maintenance of the industrial park by the LDFA in a manner similar to previous years. It is estimated that the amount of captured taxes to be transferred in 2013 is \$52,320.

As a point of information, Grinzinger informed the Board that there may be some changes in the LDFA reporting requirements imposed by the State in the near future. City staff is working with Erin O'Brien to determine exactly what these new requirements might entail. She also commented that changes in the Personal Property Tax law enacted by the Legislature should have little effect on taxes collected in University Park for 2013 but might have a significant negative impact beginning in 2014 and beyond. Finally, Grinzinger commented on a court case currently being adjudicated downstate that might impact the type of taxes that can be captured in the district and retained by the TIFA, once the case has been decided. This too could impact the amount of captured taxes available to the TIFA to transfer to the LDFA in subsequent years.

It was moved by Smith, seconded by Dolehanty, to approve the 2013 transfer agreement with the LDFA for the purposes described above. **The motion passed unanimously.**

## **2. Proposed Joint Meeting with the Planning Commission, DDB, and Master Plan Consultants**

Gray briefly discussed an invitation from the Planning Commission to have a joint meeting between themselves, the CBD TIFA Board, and the Downtown Development Board (DDB). He indicated that the consultants retained to assist the Planning Commission with the update to the City's Master Plan would like to meet with the groups to discuss issues and opportunities involving the downtown as part of the plan update process. The meeting is scheduled to take place Thursday, March 21<sup>st</sup> beginning at 6:00 pm. Gray asked the Board members to mark their calendars and try to attend.

## **3. Jockey Alley Project Update**

Sponseller and Moore gave a brief update on the Jockey Alley project and described the primary elements which will result in significant improvements to the parking lot including the elimination of grade separations between the rear of the businesses and the parking lot, burying the existing utilities, a single shared dumpster enclosure, an electric car charging station, covered bicycle storage, and other amenities. Bids are scheduled to be received on March 5<sup>th</sup> with a request to approve the recommended bid going to the City Commission at their March 11<sup>th</sup> meeting.

## **B. DDA**

### **1. Mission Mall Incentive Package Request**

Mrdeza indicated that he received a request from the developers of the Mission Mall property for consideration of incentives by the DDA. The applicant was previously approved by the Planning Commission to reconstruct the mall after it was destroyed by fire

in the fall of 2012. The project qualified under the guidelines of the Mission Street Overlay District and as such the applicant was seeking approval of incentive funds to cost-share on decorative fencing as well as the construction of a cross-connection to the Isabella Bank property north of the site. The estimated cost of the two incentive requests totaled \$13,911.00 while 50% of that amount equaled \$6,955.50. A motion was made by Grinzinger, seconded by Dolehanty, to approve incentive funding for the property in an amount not to exceed \$6,955.50 for the construction of decorative fencing and a vehicle cross connection as proposed by the property owner. **The motion passed unanimously.**

## **2. Proposed Mission Street Mast Arm Replacement Project by MDOT**

Mrdeza introduced Bill Mayhew from the local MDOT Transportation Service Center (TSC) and Ryan McDonald, also from MDOT, to discuss the issue of replacing the current decorative traffic signal mast arms at the Mission/Broadway and Mission/Michigan Street intersections. The MDOT staff explained these signals are slated for reconstruction and replacement in 2015 as part of the Department's maintenance schedule. The standard replacement schedule calls for a "box span" intersection configuration (similar to what was recently done at Mission and High Street) at no cost to the city. If the DDA would like to replace the current mast arms with ones that comply with new design standards, the cost would be approximately \$90,000 per intersection. The existing mast arms were originally funded by the DDA approximately fifteen years ago.

There was some concern related to the investment the City previously made in those intersections and their importance as gateways to the downtown. The DDA Board members had a number of questions regarding the need for the project, including whether or not both the Broadway and Michigan intersections on Mission Street require signalization and what the time frame was for a decision by the DDA to either fund the replacement of the mast arms with similar structures or to agree to MDOT's box span configuration at the time of replacement. The MDOT staff indicated that the City could request a study from MDOT to determine if both intersections actually needed to be served by a traffic signal. They also suggested that a determination by the DDA regarding the type of intersection infrastructure they would be willing to support should be communicated to MDOT by July, 2013. In addition, the MDOT staff suggested that if an audible crossing signal was of interest at either of the two intersections, letters of request and support from both the City Commission and the DDA to MDOT would be needed in order to proceed.

Mrdeza asked the MDOT staff to provide examples of the approved mast arm designs MDOT would support as replacements to the existing structures for the DDA to consider. He reported that he would share this information with the DDA at a future meeting and will include this topic on the agenda for further discussion.

## **3. Additional Biggby Coffee Decorative Fencing Incentive Consideration**

Mrdeza presented a request from the Biggby/Dairy Queen property owner for consideration of additional matching incentive funds for the decorative fencing installed at the site. The originally approved amount was \$12,825.00 which represented 50% of the estimated cost.

Because of some grade issues at the Mission/Michigan Street intersection, the property owner incurred additional costs to create a small set back plaza and retaining wall in order to provide an attractive solution to the issue. This change involved additional costs over the original estimate and the property owner was requesting consideration from the DDA to cost share in this increase to the overall project. The DDA Board discussed the fact that had these additional costs been realized when the project was first considered discussed they would likely have agreed to include this amount in their original award. All agreed that the changes to the original design resulted in a more attractive project than would have originally occurred, given the challenges posed at the intersection. It was moved by McGuirk, seconded by Smith, to approve the property owner's request to cover the additional cost of the decorative fence project and recommended awarding the property owner an additional \$9,298.50 which represents 50% of the increased cost. **The motion passed unanimously.**

#### **4. Damaged Decorative Light Pole Replacement on Mission Street**

As an informational item, Mrdeza indicated that one of the decorative street lights near the Mission/Broadway intersection had recently been damaged in an automobile accident. Director of Parks and Public Spaces Chris Bundy is currently working with the City's insurance carrier to pay for the replacement of the lighting fixture, but wanted the DDA Board to know that the process of receiving payment for the claim might take some additional time and therefore affect the scheduled replacement of the light.

#### **V. Other Business**

Board members requested Mrdeza provide them with projections of possible future projects they will be asked to consider for incentives at the next meeting.

#### **VI. Adjourn**

There being no other business, the meeting adjourned at 11:27 am.