

OFFICIAL MINUTES

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Monday November 2, 2020, at 5:30 PM in the Council Chambers Room #310 on the third floor of the City & County Government Center. Members present were Ashley Biggar, Eric Rasmussen, Greg Fargen, Gregg Jorgenson, Jason Meusburger, Jacob Mills, Lee Ann Pierce, and Aiken. Absent was James Drew. Also present were Community Development Director Mike Struck and City Planner Ryan Miller.

Item #1 – Roll Call

Item #2 – (Pierce/Meusburger) Motion to approve the agenda. All present voted aye. **MOTION CARRIED.**

Item #3 – (Mills/Biggar) Motion to approve the October 6, 2020 Planning Commission minutes. All present voted aye. **MOTION CARRIED.**

Item #4a – The City of Brookings has proposed an amendment to Tax Increment District #1 Project Plan to allow for utilization of the project costs funds for public improvements within the district boundaries as well as extending the duration of the tax increment district to twenty (20) years.

(Rasmussen/Jorgenson) Motion to approve the amendments to Tax Increment District #1. All present voted aye. **MOTION CARRIED.**

Item #4b – The City of Brookings has submitted a project plan detailing the proposed improvements, associated costs, and the plan for financing Tax Increment District #9.

(Pierce/Rasmussen) Motion to approve the Tax Increment District #9 Project Plan. All present voted aye. **MOTION CARRIED.**

Item #4c – The City of Brookings has submitted a project plan detailing the proposed improvements, associated costs, and the plan for financing Tax Increment District #10.

(Jorgenson/Biggar) Motion to approve the Tax Increment District #10 Project Plan. All present voted aye. **MOTION CARRIED.**

Item #5 - Election of Officers for 2021 – Fargen, representing the Nominating Committee, made a motion to elect Jorgenson as Chair-person and Biggar as Vice Chairperson for 2021. Second made by Pierce. All present voted aye. **MOTION CARRIED.**

The meeting was adjourned at 6:00 p.m.

Mike Struck,
Community Development Director

Tanner Aiken, Chairperson

OFFICIAL SUMMARY

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Monday November 2, 2020, at 5:30 PM in the Council Chambers Room #310 on the third floor of the City & County Government Center. Members present were Ashley Biggar, Eric Rasmussen, Greg Fargen, Gregg Jorgenson, Jason Meusbarger, Jacob Mills, Lee Ann Pierce, and Aiken. Absent was James Drew. Also present were Community Development Director Mike Struck and City Planner Ryan Miller.

Item #4a – This district was created in 2007 for infrastructure associated with developing a 125 acre research park. The original project plan included up to \$4,399,000.00. To date there has been \$2,484,727.60 expended. The City is proposing to utilize the remaining \$1.9 million for improvements on 25th Avenue and 10th Street, two streets within the boundaries, as well as future mill and overlay of streets as needed within the research park. The proposal is not requesting an increase in the original project costs. The original plan was written for a 15 year project phase, but the City is requesting to extend this for the full 20 years that is allowed. This TID is performing as planned.

Rasmussen asked why the original TID was written for 15 years and not the 20 years that could have been allowed. Struck didn't know the answer to this question. Mills wondered if there would be street extensions included in this project. Struck explained that it would be maintenance to current streets. Pierce asked what street Struck was referencing when he stated that a portion of a street wouldn't be eligible. Struck explained that the western end of 10th Street is not included in the boundaries of the TID. Mills wondered if there were other TID's that were used for maintenance of streets? Struck explained that they haven't used funds for street maintenance however, they have used funds to bring roads/streets up to City standards. Mills agrees that this road is in need of maintenance, but he is concerned about future requests for street maintenance within a TID.

Item #4b – This TID is to construct public improvements for the Svennes Industrial Park to extend the street network with the construction of 24th Street and associated storm sewer improvements. Additional projects costs included drainage improvements in 32nd Ave, expansion of the drainage channel and pond, and 32nd Avenue street improvements. The project plan does meet the requirements of state law for a TID.

Mills asked if there would be a more detailed expense listing. Struck stated "no not at this time because an Engineer has not been assigned to this project yet."

Item #4c – TID #10 is for a project to complete two dead-end streets, associated water, sanitary sewer, storm sewer, and detention pond improvements. The improvements will complete the connection of two collector streets and expand the street network by connecting 20th Street South and 12th Street South via 7th Avenue South and Main Avenue to Medary Avenue. Land was purchased previously by the City and this land will act as water detention, with a network of channels and culverts, the water will flow to the pond towards the south. Additionally, there is also a plan to implement a workforce housing development in this area which is projected to be a significant boost to the City. The project will probably only payback about 50% of the expenses. Fargen asked if this was typical. Struck stated that this is typical with a City fronted project. If the City didn't apply for TIF on

this project, then other development or projects in the City would be delayed. Additionally, a project like this probably wouldn't pencil out and work for a independent developer.

Aiken asked if this project was already designed since an Engineer's Estimate has been received. Struck stated yes. Additionally, Aiken wondered if this detention pond would collect water or would typically be dry. Struck explained that there is a significant amount of water in this area so it will typically have some water.

The meeting was adjourned at 6:00 p.m.

Mike Struck
Community Development Director

Tanner Aiken, Chairperson