

Engineering Division of the Public Works Division

To: Mayor Stocks and Finance Committee Members

From: Andrew Beyer, P.E., Director of Public Works/City Engineer

Date: June 5, 2025

Subject: Review and take possible action TIF 7 funding request for S Fifth Street right-of-way improvements

Background

The First Brigade Band seeks consideration of Tax Incremental Financing (TIF) District No. 7 funding to support public right-of-way street and utility improvements in the 1000 block of South Fifth Street, adjacent to the First Brigade Band property at 1013 S. Fifth Street. The improvements are tied to a proposed lot development activity on the site.

In January 2025, City staff developed a preliminary cost estimate and administrative options for right-of-way improvements necessary to bring this section of South Fifth Street into conformance with City standards and code requirements. A detailed memo outlining these options was forwarded to the property owner/subdivider, and a meeting was held on January 21, 2025 with the property owner/subdivider, to review the proposal. The proposed improvements and subdivision were discussed, and the requirement for right-of-way improvements was presented as a prerequisite to development.

The Site Plan Review Committee and Plan Commission reviewed and conditionally approved the proposed development of 1013 S. Fifth Street in March conditional on the road improvement item being held open.

The Public Works Commission reviewed cost and administrative requirements of right-of-way improvements formally in May and determined that the street and utility improvements should be completed in accordance with City standards, as typically required of subdividers/developers. The Public Works Commission determined that the cost and project administration of right-of-way street & utility improvements are to be the responsibility of the subdivider/developer before access is granted to the site from the public right-of-way. The Public Works Commission suggested that TIF 7 funds could be used for the improvements, but a request made to the Finance Committee would first be required.

Financial Impact

Utility and street improvements for this segment of South Fifth Street are estimated to cost approximately \$110,000. This estimate includes design services and contingency.

If the TIF 7 funding request is approved, a budget amendment may be required to allocate funds for the project.