

REGULAR SESSION, COMMON COUNCIL, SEPTEMBER 10, 2018

Be it Remembered that the Common Council of the City of Plymouth, Indiana, met in regular session on September 10, 2018. The meeting was held in the meeting room of the Plymouth Fire Department, 111 N. Center St., Plymouth, IN. The meeting was called to order at 6:30 p.m.

Mayor Senter led the Pledge of Allegiance and Council Member Ecker offered prayer.

Mayor Senter presided for Council Members Culp, Ecker, Houin, Longanecker, Milner and Walters. City Attorney Surrisi and Clerk-Treasurer Xaver were also present. Councilman Cook was absent.

Council Members Culp and Walters moved and seconded to approve the minutes of the last regular Common Council meeting on August 27, 2018. The motion carried.

The following legal notice was published on Gateway on August 31, 2018:

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Prescribed by the Department of Local Government Finance  
Approved by the State Board of Accounts

Budget Form No. 3 (Rev. 2018)  
Print  
9/19/2018 4:34:59 PM

NOTICE TO TAXPAYERS

The Notice to Taxpayers is available online at [www.budgetnotices.in.gov](http://www.budgetnotices.in.gov) or by calling (888) 739-9826.

Complete details of budget estimates by fund and/or department may be seen by visiting the office of this unit of government at 118 N Michigan St., Plymouth, IN 46563.

Notice is hereby given to taxpayers of PLYMOUTH CIVIL CITY, Marshall County, Indiana that the proper officers of Plymouth Civil City will conduct a public hearing on the year 2019 budget. Following this meeting, any ten or more taxpayers may object to a budget, tax rate, or tax levy by filing an objection petition with the proper officers of Plymouth Civil City not more than seven days after the hearing. The objection petition must identify the provisions of the budget, tax rate, or tax levy to which taxpayers object. If a petition is filed, Plymouth Civil City shall adopt with the budget a finding concerning the objections in the petition and testimony presented. Following the aforementioned hearing, the proper officers of Plymouth Civil City will meet to adopt the following budget:

Public Hearing Date	Monday, September 10, 2018	Adoption Meeting Date	Monday, September 24, 2018
Public Hearing Time	6:30 PM	Adoption Meeting Time	6:30 PM
Public Hearing Location	110 N Center St, Plymouth, IN 46563 (southern most entrance on Center St)	Adoption Meeting Location	110 N Center St, Plymouth, IN 46563 (southern most entrance on Center St)
Estimated Civil Max Levy	\$6,861,641		
Property Tax Cap Credit Estimate	\$1,772,414		

1 Fund Name	2 Budget Estimate	3 Maximum Estimated Funds to be Raised (Including appeals and levies exempt from maximum levy limitations)	4 Excessive Levy Appeals	5 Current Tax Levy
0005-CASINO/RIVERBOAT	\$78,150	\$0	\$0	\$0
0061-RAINY DAY	\$0	\$0	\$0	\$0
0101-GENERAL	\$8,034,846	\$3,656,745	\$0	\$4,123,508
0113-NONREVERTING	\$88,770	\$0	\$0	\$0
0181-DEBT PAYMENT	\$127,160	\$0	\$0	\$0
0341-FIRE PENSION	\$71,680	\$0	\$0	\$0
0342-POLICE PENSION	\$294,950	\$0	\$0	\$0
0706-LOCAL ROAD & STREET	\$45,000	\$0	\$0	\$0
0708-MOTOR VEHICLE HIGHWAY	\$2,109,444	\$1,707,870	\$0	\$1,232,294
1151-CONTINUING EDUCATION	\$15,000	\$0	\$0	\$0
1301-PARK & RECREATION	\$1,092,984	\$1,031,682	\$0	\$828,679

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1310-PARK NONREVERTING - CAPITAL	\$0	\$0	\$0	\$0
2102-AVIATION/AIRPORT	\$252,596	\$268,762	\$0	\$113,480
2120-CEMETERY	\$418,954	\$341,290	\$0	\$153,257
2379-CUMULATIVE CAPITAL IMP (CIG TAX)	\$25,000	\$0	\$0	\$0
2391-CUMULATIVE CAPITAL DEVELOPMENT	\$36,000	\$193,033	\$0	\$191,084
9500-Aviation Rotary	\$138,310	\$0	\$0	\$0
9501-City Monetary Gift	\$100,000	\$0	\$0	\$0
9502-Transportation	\$8,000	\$0	\$0	\$0
9503-City Development	\$0	\$0	\$0	\$0
9504-Deferral & Diversion	\$7,000	\$0	\$0	\$0
9505-Unsafe Building	\$37,000	\$0	\$0	\$0
9506-Local Road & Bridge Matching Grant	\$0	\$0	\$0	\$0
9507-2016 TIF Tax Money (TIF 4)	\$189,290	\$0	\$0	\$0
9508-Drug Free Community	\$790	\$0	\$0	\$0
9509-Common Cents	\$50,000	\$0	\$0	\$0
9510-Park Gift	\$60,000	\$0	\$0	\$0
9511-Park Deposits / Cemetery Deposits	\$30,000	\$0	\$0	\$0
9512-Crime Prevention / K-9	\$16,000	\$0	\$0	\$0
9513-Financial Guarantee	\$237,000	\$0	\$0	\$0
9514-Restitution	\$0	\$0	\$0	\$0
9515-DARE	\$554	\$0	\$0	\$0
9516-Safe Routes to School	\$0	\$0	\$0	\$0
9517-Insurance Proceeds Set Aside	\$0	\$0	\$0	\$0
9518-Police Dept Federal Equitable Sharing	\$1,423	\$0	\$0	\$0
9519-Redevelopment District Capital	\$127,160	\$0	\$0	\$0
9520-FEMA Flood Mitigation Grant	\$0	\$0	\$0	\$0
9521-LARE Grant	\$0	\$0	\$0	\$0
9522-Community Improvement	\$20,000	\$0	\$0	\$0
9523-Home Improvement	\$0	\$0	\$0	\$0
9524-1993 TIF Tax Money	\$1,150,075	\$0	\$0	\$0
9525-2000 TIF Tax Money	\$1,700	\$0	\$0	\$0
9526-2005 TIF Tax Money	\$440,805	\$0	\$0	\$0
9527-FEMA Plum St Project	\$0	\$0	\$0	\$0
9530-Plymouth Greenways Trail	\$0	\$0	\$0	\$0

9531-Freedom Park Grant	\$0	\$0	\$0	\$0
9534-FEMA Garro St Project	\$0	\$0	\$0	\$0
9535-200 S Michigan St Settlement	\$0	\$0	\$0	\$0
9537-Cemetery Trust	\$500	\$0	\$0	\$0
9538-Cemetery Perpetual Care	\$0	\$0	\$0	\$0
9539-LaPorte Street Footbridge	\$1,000,000	\$0	\$0	\$0
<b>Totals</b>	<b>\$16,306,141</b>	<b>\$7,199,382</b>	<b>\$0</b>	<b>\$6,642,300</b>

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Council members Ecker and Walters moved and seconded to open the public hearing for the proposed 2019 budget.

Clerk-Treasurer Xaver stated that the published budget is based on 85% of the current year's assessed valuation (AV). (Current year AV is \$391,809,183; 85% of that is \$333,037,805). Based on the reduced AV, the anticipated tax rate for 2019 would be \$2.1234/\$100 of NET assessed AV, excluding the Cumulative Capital Development tax rate of 4.95 cents/\$100 of net assessed AV. Last year's rate was advertised as \$1.9573 and ended up \$1.6543 (without the 5 cent CCD rate).

Councilman Houin said that he requested information from Clerk-Treasurer Xaver which she responded to swiftly and with great detail. He thanked her as well as the mayor and department heads for having thoroughly planned out budgets prior to submitting them to the council for review.

Mayor Senter opened the floor to the public. There were no additional comments or questions regarding the proposed 2019 budget.

Council Members Milner and Culp moved and seconded to close the public hearing. The motion carried.

City Attorney Surrisi presented Ordinance No. 2018-2140, An Ordinance for Appropriations and Tax Rates for 2019, on first reading.

City Attorney Surrisi presented Resolution No. 2018-812, A Resolution of the City of Plymouth Confirming Support for the Marshall County Crossroads Stellar Initiative and the Plymouth Permanent Supportive Housing Development.

Surrisi explained that Argos, Bourbon, Bremen, Culver, LaPaz, Plymouth and Marshall County all worked together on the application that was submitted for the Stellar Initiative. We were chosen as a finalist in the spring of 2018. The final application will be submitted in the next week or so and along with that, each community will need supporting documentation, resolution, or ordinance expressing their support for the project. He said several buildings in Plymouth are on the short list for funding restoration projects through this initiative including the Rees Theater and the Old Firehouse. Surrisi said we will find

out in December if we have been chosen for the Stellar Community initiative and that funding would be available over a four-year period.

Surrisi said the third project on the short list through this funding is for a Permanent Supportive Housing Development. He said the city's proposed contribution towards this project is \$350,000 and the hope is that some state funding and monies from this Stellar Initiative can be used towards this commitment.

Jim Causey, from the Garden Court Board of Directors, addressed the council. He said he has joined with a several organizations from the community to help assist with the city's housing situation, including the homeless population and poor living situation for people living at the motels on the north side of town. With the help of local, state, and national organizations, the group has received commitments of \$1.7 million to be used for this housing project.

Mayor Senter said concerns have been raised about the environmental impact on the area.

Rod Ludwig, a representative from Bradley Company, said that the issue of wetlands in the area has been discussed. The planned development does not go anywhere near the wetlands in that area and should not be an issue.

It was said that the Bowen Center has committed to having one full time person on site as well as other case managers in and out of the facility to help the folks living at this complex.

Houin asked about the plans to help make this property more accessible for residents that do not own cars, such as bike lanes and sidewalks. Brent Martin said they are limited in what they can do on their property but suggested that the city consider adding sidewalks along Oak Drive.

Ecker noted the concerns of residents in the Windmill Park area. He asked what the plan is for the buffer between the planned development and Windmill Park. Causey said there is a heavily wooded area between the two properties, so that would be the buffer.

Ecker asked Mayor Senter and Clerk-Treasurer Xaver what the financial plan is in order to fulfill this request since it was not part of the proposed 2019 budget. Xaver said this financial commitment has not been discussed at all. Surrisi said funding can be identified and appropriated once the funds are to be

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paid. He asked when construction is expected to begin. Martin said early in 2019. Causey said the Marshall County Community Foundation has committed \$50,000 and another source could be contributing up to \$150,000. These totals would be subtracted from the original request of the city of \$350,000 as those commitments are hopefully fulfilled.

Clerk-Treasurer Xaver gave the following statement:

First and foremost, I applaud those involved in helping better life for our residents; however, I have to express my disappointment that no one came to talk to me about our cash flow before the proposed resolution (Resolution No. 2018-812) was drafted. I understand two of these three items have been local topics of discussion for some time. However, since those discussions began, funds have been spent.

The following are balance comparisons between 2012 and current:

<u>Fund</u>	<u>Year End 2012</u>	<u>Current</u>
Cumulative Capital Improvement Fund	\$ 493,446	\$ 36,460
Cumulative Capital Development Fund	\$1,316,942	\$ 646,965
Rainy Day Fund	\$5,780,376	\$3,670,312
TIF Fund balances that have also fallen:		
TIF 1 (1993 TIF)	\$4,171,173	\$2,246,959
TIF 3 (2005 TIF)	\$1,275,302	\$ 468,137

I thoroughly understand that we are here to serve the city and her residents. I understand the theory that investment in economic development creates growth. What concerns me is when groups come to the city for funding when they haven't approached or received funding from the county or school or other local governments who have a larger tax base than we do. I have to wonder if the tax payers would be comfortable knowing the enormity of the donations that you make on their behalf.

As your fiscal officer, I am begging you to look at these requests and how they affect our funding on a much deeper level. You have already committed in excess of \$9 million of TIF 3 funds to the aquatics center – and you can tell me that the city “isn't responsible” for those payments. But you authorized the sale of those bonds in the City's name, and if those payments are not made by the entities who promised to make them, you'd better understand they are the responsibility of the city. Additionally, the city has signed paperwork entering into an agreement with the federal government to share in the cost of the Hoham Drive Reconstruction Project to the tune of \$3.5 million dollars – yes, it's an 80/20 grant, but we have to pay it up front before we get reimbursed – reimbursements tend to run about six months behind the payment of the bills.

For the past three years, you've authorized the city engineer to apply for the Community Crossings Matching Grant Fund – a 50/50 match award. For 2018, the city cost is about half million dollars.

You have authorized the city engineer to enter into an agreement for the LaPorte Street Historic Bridge Project for a \$1.3 million-dollar grant – of which we are responsible for approximately \$655,000.

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I recommend delaying action on this resolution until the 2019 budget is adopted. At that point we can review uncommitted fund balances and determine how to responsibly move forward.

Please understand – I am not against any of these projects. My concern is that there is no end to projects worthy of funding, but our funding capabilities are limited.

Surrisi explained that the timing of the Stellar application must be submitted around the 20<sup>th</sup> of September and he requested that if the council decide to delay the resolution, that they at least approve submitting a letter of support for the project. This is needed for the submission.

Houin asked if the housing project is contingent upon being awarded the Stellar Community Grant or is there some other funding that will be used in its place if they do not win the award. Surrisi said that the resolution is worded that the city is generically committing to the rest of the Stellar projects, but regardless of the Stellar funding the city would be making a commitment to the permanent supportive housing development.

There was additional discussion about where the \$350,000 would come from within the city's budget if the need was there to commit the full amount. Surrisi said that there are a number of funds where funding could be allocated, but that Clerk-Treasurer Xavier makes a valid point that there are an endless number of worthy causes to donate to and the city's funds are not endless.

Houin asked if there are unappropriated cash reserves within the budget funds that are not accounted for because its money that is not appropriated. Xavier said that the majority of our funds are restricted. Water and sewer funds are to be used strictly for those services. The cumulative funds can only be used on capital outlay items. The Rainy Day Fund can be used on any legal city item. Houin asked if the money that goes into the Rainy Day Fund is leftover unappropriated cash reserves from the General Fund. Xavier said, yes, but the city also has to have the cash to fund the next year and the council must consider larger property cap losses.

Walters said he is in favor of this project, but hears very clearly the point Xavier is trying to make. He is hopeful that the city's commitment will be less than the \$350,000 for this project and wants the council to be diligent about any future commitments because they have already committed a lot of

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money to many of the projects going on around the city. Walters thinks this project is important enough to try and find a way to fund it.

Houin voiced his support for the project and stressed the importance of a project like this in our community.

Ecker also voiced support for the project, but expressed concern over where the funding will come from within the city's budget.

Council Members Houin and Culp moved and seconded to approve Resolution No. 2018-812, A Resolution of the City of Plymouth Confirming Support for the Marshall County Crossroads Stellar Initiative and the Plymouth Permanent Supportive Housing Development. It passed by roll call vote.

AYES: Culp, Houin, Milner, Walters  
NAYS: Ecker, Longanecker  
ABSENT: Cook

City Attorney Surrisi presented Resolution No. 2018-813, A Resolution of the Common Council of the City of Plymouth Approving Resolution No. 2018-811, A Resolution by the Plymouth Plan Commission Which Approved Resolution No. 2018-809, as Amended, A Resolution by the Plymouth Redevelopment Commission Declaring the Western Avenue Economic Development Plan, and Establishing an Allocation Area for Purposes of Tax Increment Financing.

Surrisi explained that this is a step in creating a new TIF district strictly for this building and Winona Building Products, LLC. He said the main task that the council should consider is whether or not they agree that this project falls in line with the city's comprehensive plan.

Surrisi introduced Jamie Visker and Brian Bailey with Winona Building Products, Jerry Chavez with MCEDC, and Todd Samuelson with Umbaugh and Associates who is putting together bond financing. Visker discussed the company's history and their plan for production in Plymouth. Visker explained that the city will not be responsible for any of the bond payments, this route is simply helping the company reinvest those property tax proceeds for the duration of the bond.

Ecker asked if the city will be covering administrative costs incurred from this deal. Surrisi said Umbaugh is helping with the agreements and all costs associated with the bond will be paid at the closing by

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Winona Building Products. He said ongoing there will be an annual built-in amount to cover the administrative costs of the new TIF district.

Chavez discussed the company's benefits and how that will impact the city's workforce. He explained the benefit of financing through the Economic Development Bonds.

Samuelson reviewed the bond issuance process and how these bonds will work. He explained that there is no financial commitment from the city. The self-sustaining bond ensures that Winona Building Products must invest in the property in order to generate the TIF revenue stream to pay the bonds.

Council Members Ecker and Milner moved and seconded to approve Resolution No. 2018-813, A Resolution of the Common Council of the City of Plymouth Approving Resolution No. 2018-811, A Resolution by the Plymouth Plan Commission Which Approved Resolution No. 2018-809, as Amended, A Resolution by the Plymouth Redevelopment Commission Declaring the Western Avenue Economic Development Plan, and Establishing an Allocation Area for Purposes of Tax Increment Financing. It passed by roll call vote.

AYES: Culp, Ecker, Houin, Longanecker, Milner, Walters  
NAYS: None  
ABSENT: Cook

Council Members Ecker and Longanecker moved and seconded to accept the following communications as presented:

- Clerk-Treasurer's Financial Reports and Cash Reconciliation Statement for July, 2018
- Minutes of the Urban Forest and Flower Committee meeting of August 15, 2018
- Minutes of the Board of Public Works and Safety meeting of August 13, 2018
- Minutes of the Board of Aviation Commissioners meeting of July 10, 2018
- Minutes of the Redevelopment Commission meeting of July 17, 2018
- Minutes of the Redevelopment Commission - Executive Session meeting of July 17, 2018
- Minutes of the Plan Commission meeting of July 3, 2018
- Minutes of the Board of Zoning Appeals meeting of July 3, 2018
- City Hall Construction Progress Meeting Agenda and Handouts, dated August 8, 2018

The motion carried.

There being no further business to discuss and all agenda items were complete, Council Members Milner and Longanecker moved and seconded to adjourn the meeting. The mayor declared the meeting adjourned at 7:36 p.m.

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Jeanine M. Xaver, IAMC / CMC  
Clerk-Treasurer

APPROVED

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Mark Senter, Mayor