



MIDTOWN TAX INCREMENT FINANCE DISTRICT

MIDTOWN ECONOMIC COUNCIL

An operational guide for the ongoing partnership of key district stakeholders in a joint effort to oversee the economic revitalization of Midtown's vital neighborhood commercial centers through collaboration and the implementation of key economic strategies.

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BACKGROUND & HISTORY

In early 2009 neighborhood leaders in parts of Midtown Indianapolis gathered informally to advocate for economic reinvestment and the activation of economic tools to help stimulate growth and redevelopment in Indianapolis' Midtown. In 2011 the group, together with key stakeholders and residents, lead efforts to secure the North Midtown Economic Development Area, a designation which helped to formally establish the need for additional resources and key economic tools. In 2012 the group adopted the name, Midtown Economic Council (MEC). In March of 2013, after more than 4 years of advocacy, the MEC and its partners secured the North Midtown Tax Increment Finance District and was formally recognized by the City-County Council in its adoption of the enacting TIF resolution.

The MEC received a charge from the City-County Council to oversee the community's interests in the North Midtown TIF and to make recommendations to the City's Metropolitan Development Commission about the investment of TIF proceeds. MEC members gathered to create a formal operating agreement which would help to ensure the success of the TIF, ensure that the TIF proceeds are invested strategically toward the community's core objectives in a way that would help stakeholders balance interests along the way.

In early April 2013 the MEC met with the City's Metropolitan Development Commission (MDC) to share its guiding principles and to seek the MDC's cooperation in implementing the TIF collaboratively over the decades to come. The MEC pledged to the MDC that it would develop clear goals and objectives and a process that would encourage projects which were:

1. Consistent with community identity and vision
2. Transit supportive/Residential density
3. Urban in design/include an appropriate strategy for parking
4. Mixed use
5. Equitable-Provides jobs, attracts residents, and benefits the existing residents and businesses
6. Contributes to or enhances the public realm

In the following pages, the MEC seeks to further define its guiding principles in articulating procedures that seek to balance transparency for the sake of public trust while offering confidentiality in key stages of project development to secure the confidence and cooperation of the development/investor community. It is our sincere hope that the MEC's process will encourage collaboration between public representatives and private developer/investors. Such collaboration will result in better projects for the community and clear direction for the developer, helping to save precious time and limited resources.

ORGANIZATIONAL STRUCTURE

The Midtown Economic Council (MEC) was formed to support, promote, and advocate for the economic development goals and objectives of the North Midtown Economic Development Area and related Tax Increment Finance (TIF) district.

The Midtown Economic Council is organized as an affiliate board of Midtown Indianapolis, Inc., a 501c 3 nonprofit community development organization. The MEC is comprised of representatives appointed by five stakeholder organizations which serve a dozen neighborhoods in or near the North Midtown Economic Development Area. These organizations include: *Midtown Indianapolis, Inc., Mapleton-Fall Creek Development Corporation, Butler Tarkington Neighborhood Association, Meridian Kessler Neighborhood Association, and Broad Ripple Village Neighborhood Association.*



Mapleton-Fall Creek Development Corporation, Butler Tarkington Neighborhood Association, Meridian Kessler Neighborhood Association, and Broad Ripple Village Neighborhood Association. These organizational stakeholders will serve as representatives of the larger community and will collaborate with other stakeholders including neighborhood associations, institutional leaders, business owners, residents, and elected officials.

Each of the five stakeholder organizations have two appointments including a Primary voting member and an Alternate non-voting member.

In the event of a conflict of interest or absence of the Primary member the Alternate member shall fulfill the role of Primary. The MEC is comprised exclusively of non-compensated volunteers. Stakeholder staff members are permitted to advise the MEC, provide administrative and communications support, and to attend non-executive sessions at the discretion of the MEC.

The MEC will serve to review projects within the Economic Development Area for potential TIF investment. MEC members will represent their organizational and community interests through evaluation of how well projects meet the agreed upon criteria. Recommendations of the MEC will be presented to the Metropolitan Development Commission (MDC) for consideration with

requests for project and/or infrastructure investments using TIF dollars directly or through bond issuance.

POLICY STATEMENTS

CONFLICT OF INTEREST STATEMENT

MEC members acknowledge that they have an obligation to disclose and eliminate, if necessary, any potential or actual duality of interest or conflict of interest. Members shall agree to disclose the individuals, employers, corporations, nonprofit organizations, that they or a member of their immediate family have a relationship with, that have sought or may in the future seek the endorsement of the Midtown Economic Council or which may profit from business with the MEC. The term "relationship" means any relation with a person or organization, whether financial (such as a significant donation or other financial transaction of more than \$100), employment (such as a volunteer assignment, full- or part-time job or as a consultant or independent contractor) or fiduciary (such as a board member or officer). The term "immediate family" means spouse, parent, children or other individual living in the same household. In the event of a conflict the Alternate member will serve as the Primary voting member and the conflicted member shall recuse themselves.

PUBLIC MEETING/INFORMATION STATEMENT

It is the intent of the MEC to make their processes as transparent as possible through neighborhood participation. Some meetings will be private, some public, and some public with an opportunity for comments. The MEC resolves to make no formal recommendations or take any binding vote in closed session. Upon introduction to the neighborhood (MEC Review Stages 3 through 6, identified subsequently in this document), MEC meetings shall be open to the public. Meeting notifications will come from stakeholder organizations via neighborhood email lists, newsletters, social media postings or other public notice venues. The notifications will contain meeting location, time and subject as well as specify whether there will be an opportunity for public comment. Due to the preliminary and confidential nature of information shared with the MEC during Review Stages 1 and 2, meetings during these stages shall remain closed until which time the project advances to later review stages.

CONFIDENTIALITY CLAUSE

Service on the MEC will from time to time provide access to information that is considered to be confidential and/or proprietary. Such information relates to submitted proposals or requests for TIF support, criteria or decisions made with regard to the business of the Midtown Economic Council. Since confidential and proprietary information is crucial to the operation of the Midtown Economic Council, and because the MEC in some instances has the obligation to protect such information, members agree that they shall

not publish or disclose such information during or subsequent to service on the Midtown Economic Council and that they will preserve the restricted nature of this information except to the extent that it becomes publicly available, or is otherwise lawfully obtained outside the scope of this agreement from third parties.

NONDISCLOSURE CLAUSE

MEC members agree that they shall not disclose to others or use, whether directly or indirectly, any confidential information for the member's own benefit or for any purpose except for performance of the services outlined herein and in such cases of disclosure, the member shall ensure corporate policy is followed and an appropriate non-disclosure agreement is executed with the counter party.

GOALS AND OBJECTIVES SUMMARY



COMMUNITY IDENTITY

Promote cohesive neighborhood identity through the built environment and a culture of community

OBJECTIVES:

- | Create beautiful, accessible and safe places that promote interaction and access.
- | Foster social networks that are inclusive, flexible and cohesive.
- | Support developments consistent with scale, typology, and use(s), as identified by area Quality of Life Plans, Commercial Node Studies, and Neighborhood Plans.



EQUITABLE DEVELOPMENT

Promote equity and opportunity and ensure fair distribution of benefits and burdens of investment and development throughout the district & community.

OBJECTIVES:

- | Provide direct and Quantifiable community benefit through job creation and investment.
- | Provide quality and consistent local job opportunities.
- | Mitigate the forced displacement of existing residents and businesses.
- | Ensure diverse stakeholder involvement, benefit, and input.



DESIGN AND DEVELOPMENT

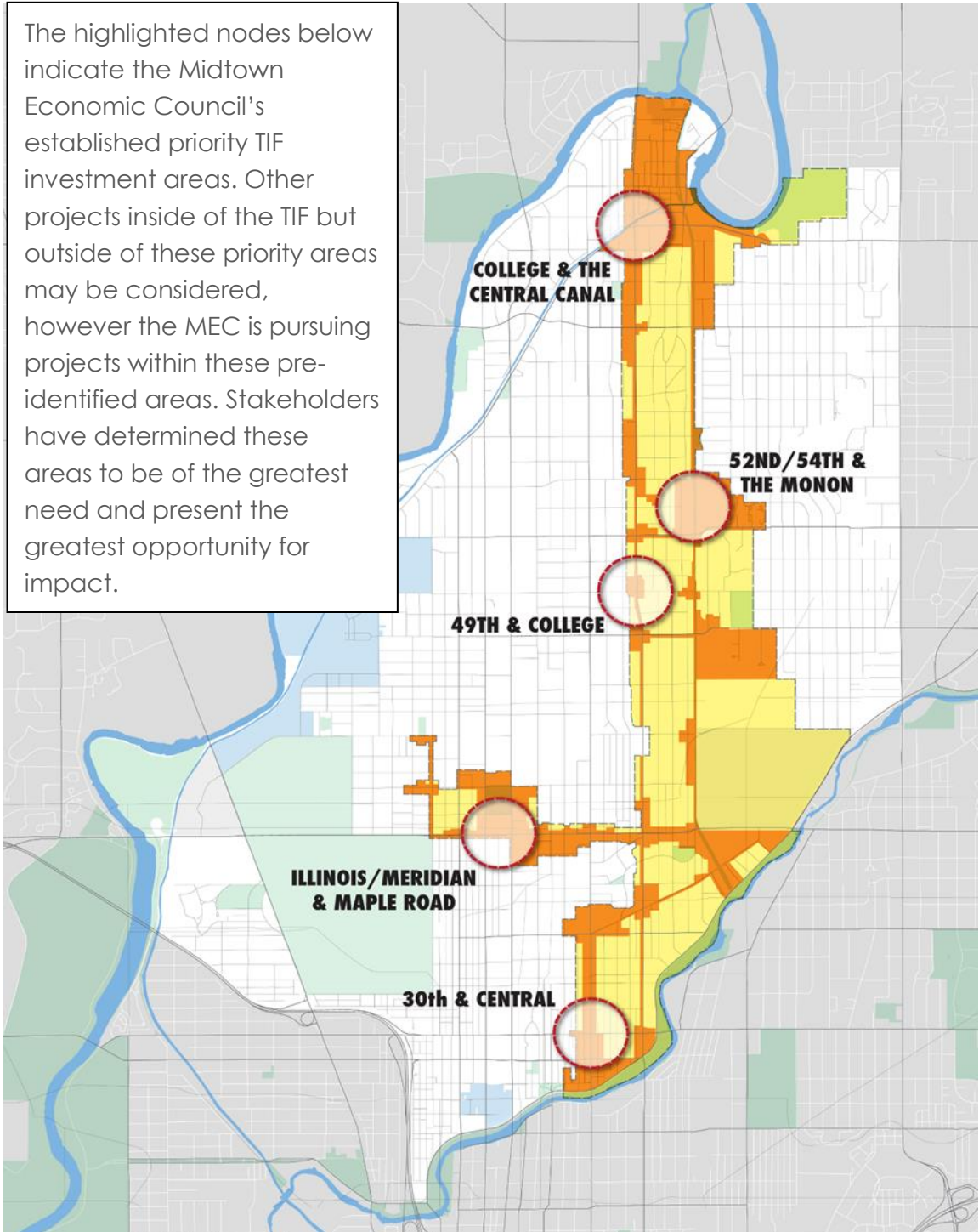
Promote and encourage the application of consistent design and development guidelines as established by the North Midtown Economic Development Plan

OBJECTIVES:

- | Ensure that new supported projects are conscious and supportive of surroundings through the use of consistent guidelines.
- | Improve street, trail, and Greenway access.
- | Provide for mixed use development and incorporate and support transit services whenever possible.

PRIORITY DEVELOPMENT NODES

The highlighted nodes below indicate the Midtown Economic Council's established priority TIF investment areas. Other projects inside of the TIF but outside of these priority areas may be considered, however the MEC is pursuing projects within these pre-identified areas. Stakeholders have determined these areas to be of the greatest need and present the greatest opportunity for impact.



INTRODUCTION TOME C PROCESS & REVIEW



PROJECT EVALUATION

The following information is intended to provide guidance to the public and potential applicants about the type of information that will be requested/reviewed by the MEC in evaluating projects. Projects will be evaluated and scored under the following categories.

FEASIBILITY & SUPPORT ANALYSIS

Practical Feasibility – Do you have site control? Land agreements? Options?

Describe: _____

Site feasibility - Are there issues such as Brownfields, Flood Requirements, Deed Restrictions, or Zoning which must be address? If so explain: _____

Financial Feasibility – (All submitted financial Information will be held in strictest confidence, it will be reviewed by members and scored. Only scores will be made public)

- Provide detailed project development cost/funding sources
- Provide project operating income/expenses summary
- Detail TIF funding requests by proposed use and dollar amount.
 - Please provide a narrative explaining if the requested amount is less than, equal to, will exceed the anticipated increment generated by the project? Explain why you believe the amount is necessary for the development of your project.
- City to provide anticipated increment projection/bonding analysis.

Management Capacity/Demonstrated Success – Describe the project team development, design, engineering, & construction and the role/experience of the members involved. Describe the operational management team structure and the anticipated role of members involved. Provide examples of other projects which you have successfully developed. How they relate/compare to the project in question?

PERFORMANCE AREA GOALS AND OBJECTIVES

Community Identity – Promote cohesive neighborhood identity through the built environment and a culture of community.

Objective: Supported developments are consistent with scale, typology, and use(s), as identified by area Quality of Life Plans, Commercial Node Studies, and Neighborhood plans. [A reference list of all relevant stakeholder plans are available in the **Supportive Documents Section**].

1. Address the ways in which your project advances the goals/objectives of the Midtown Economic Council.
2. Address how your project supports or conflicts with the relevant neighborhood/quality of life plan for your project area.
3. Describe your process to collect public input regarding this project – how was information disseminated, where there public meetings, what groups/organizations have you presented to, surrounding property owners etc.? Also, Summarize the concerns expressed and how or if you have worked to mitigate those concerns.
4. Provide letters of support from any city, state official, community leaders, and/or neighborhood organizations which support your project and or requested financial support.

Equitable Development - Promote equity and opportunity and ensure fair distribution of benefits and burdens of investment and development throughout the district & community.

Objectives: Provide direct and quantifiable community benefit through job creation and investment opportunities. Provide quality and consistent local job opportunities. Mitigate the forced displacement of existing residents and businesses. Ensure diverse stakeholder involvement, benefit, and input.

1. What is the anticipated net job creation – jobs created less any jobs lost. Describe how those jobs will be generated, the position, and approximate pay.
2. Describe how or if you believe your project will impact existing local business? Will your project encourage/promote local business?
3. Will your project displace existing residents or businesses?
4. Describe how/if your project will support opportunities MBE, WBE, DBE enterprises?
5. How does your project contribute to the activity of the node/area around it for people, goods, jobs, and services?
6. Will construction jobs be accessible to local area residents?

Design & Development – Promote and encourage the application of consistent design and development guidelines as established by the North Midtown Economic Development Plan (Sec. 3-1/3-43). Promote mixed-uses and improved street, trail, and greenway access and coordinate development to take advantage of mass transit services and other modes of transportation which may complement redevelopment plans

[A reference list of all relevant stakeholder plans are available in the **Supportive Documents Section**].

Objectives: Increase the prevalence of improved design and development in the district which embraces the urban environment, character, and scale. Ensure that new development and supported redevelopment projects are conscious and supportive of surroundings through the use and cognizance of guidelines as described in section 3-1 through 3-43 of the North Midtown Economic Development Plan.

1. Address how your project meets the criteria within the North Midtown Economic Development Plan. (See Section 3/1-3/43).
2. Address how your project conflicts or falls short of the criteria and what obstacles are preventing the incorporation of the criteria. What is needed to overcome them? Explain your reasoning for the scale, massing and materials of the building looking to the future. Is the space flexible for future tenants which may be larger/smaller?
3. Describe the materials you have selected for the property and why you chose them.
4. Describe the circulation of your site and how it contributes/conflicts with surrounding traffic, pedestrian activity.
5. Describe the site layout, building orientation and setbacks and how they respond to the neighboring buildings.
6. Describe any incorporated efforts for green/sustainable practices or elements which will be part of your project or the construction of it.
7. How have you met the Complete Street ordinance? . (See Economic Development Plan for North Midtown (Sec. 2) to review Complete Streets ordinance.)

SUPPORTIVE DOCUMENTS

[NORTH MIDTOWN ECONOMIC DEVELOPMENT PLAN](#)

[PROPOSAL 291, 2012 – RESOLUTION ENACTING NORTH MIDTOWN TIF& MEC](#)

[City COUNCIL METROPOLITAN ECONOMIC DEVELOPMENT COMMITTEE MEMO – DEC. 2012](#)

[MIDTOWN TIF PRESENTATION TO CITY COUNTY COUNCIL – OCT. 2012](#)

[MIDTOWN TIF STUDY COMMISSION MEMO – JULY 2012](#)

[MIDTOWN FUTURE PLAN – 2013](#)

MIDTOWN COMMERCIAL NODE A – College & Canal

MIDTOWN COMMERCIAL NODE B – 52nd& Monon

MIDTOWN COMMERCIAL NODE C – 38th& Illinois

MIDTOWN MARKET ANALYSIS - 2010

[MID-NORTH QUALITY OF LIFE PLAN - 2012](#)

[MID-NORTH COMMERCIAL NODE STUDY 2012](#)

[ENVISION BROAD RIPPLE PLAN](#)

[IC 36-7-14 REDEVELOPMENT OF AREAS NEEDING REDEVELOPMENT](#)

[IC 36-7-15.1 REDEVELOPMENT OF AREAS MARION COUNTY NEEDED REDEVELOPMENT](#)

[IC 36-7-26 ECONOMIC DEVELOPMENT PROJECT DISTRICTS](#)

[IC 6-1.1-39 ECONOMIC DEVELOPMENT DISTRICTS](#)

MEC MEMBERS & CONTACT INFORMATION

ORGANIZATION	PRIMARY MEMBER	ALTERNATE MEMBER	STAFF MEMBER
<u>Broad Ripple Village</u>	<u>Mark Demerly</u>	<u>Elizabeth Marshall</u>	<u>Brooke Klejnot</u>
<u>Butler Tarkington Neighborhood Association</u>	<u>Chris Meier</u>	<u>Neil Bloede</u>	N/A
<u>Mapleton-Fall Creek Development Corporation</u>	<u>Tyson Domer</u>	<u>Doug Day</u>	<u>Leigh RileyEvans</u>
<u>Meridian Kessler Neighborhood Association</u>	<u>Matthew Dickerson</u>	Nick Colby	<u>Caroline Farrar</u>
<u>Midtown Indianapolis, Inc.</u>	<u>Tom Gallagher</u>	Cassie Roby	<u>Michael McKillip</u>

GENERAL INQUIRIES RELATED TO MEC OPERATIONS CONTACT

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