

**CITY OF SCOTTSBLUFF**  
**City of Scottsbluff City Council Chambers**  
**2525 Circle Drive, Scottsbluff, NE 69361**  
**COMMUNITY REDEVELOPMENT AUTHORITY**

**Regular Meeting**  
**November 28, 2016**  
**5:00 PM**

1. Roll Call
2. **For public information, a copy of the Nebraska Open Meetings Act is posted in the back of the room on the north wall.**
3. Notice of changes in the agenda by the city manager (Additions may not be made to this agenda less than 24 hours before the beginning of the meeting unless added under Item 4 of this agenda.)
4. Citizens with business not scheduled on the agenda (As required by state law, no matter may be considered under this item unless the committee determines that the matter requires emergency action.)
5. Minutes
  - a) Approve Minutes of the October 24, 2016 Meeting.
6. Project Reports
  - a) CRA to review the Tax Increment Financing (TIF) Guideline document, discuss and consider recommendation to City Council.
  - b) CRA to discuss and consider prioritization of current brownfields to be eligible for potential grant funds through PADD.
7. Other Business
  - a) Accept the letters of resignation from Kelly Beatty and Seth Covalt.
8. Executive Session (to consider any of the above matters, where an Executive Session is appropriate). Following passage of motion to enter into executive session, presiding officer must state purpose.
  - a) Executive Session
9. Adjournment.

**City of Scottsbluff, Nebraska**  
**Monday, November 28, 2016**  
**Regular Meeting**

**Item 1**

**Approve Minutes of the October 24, 2016 Meeting.**

**Staff Contact: Chris Burbach, Deputy City Clerk**

City of Scottsbluff  
Community Redevelopment Authority  
October 24, 2016

A meeting of the Community Redevelopment Authority (CRA) Committee was held on October 24, 2016 at 5:00 p.m. at City Hall, 2525 Circle Drive, Scottsbluff, NE.

The meeting was convened at 5:00 p.m. Roll call was taken. The following committee members were present: Bill Trumbull, Kelly Beatty, Joanne Phillips and Bill Knapper. Absent: Seth Covalt. In attendance on behalf of the City were City Manager Nathan Johnson, Deputy City Attorney John Selzer, Deputy City Clerk, Chris Burbach and City Finance Director, Liz Hilyard.

Chairman Trumbull called the meeting to order and informed those in attendance that a copy of the Nebraska Open Meetings Act is available for the public's review. There were no changes in the agenda, nor were there any citizens with business not scheduled on the agenda.

Kelly Beatty stated that his name was misspelled in the June 2, 2016 minutes. Moved by Knapper, seconded by Beatty, "to approve the minutes of the June 2, 2016 Meeting with the spelling correction of Kelly Beatty's name in the second paragraph," "YEAS", Knapper, Beatty, Phillips and Trumbull; "NAYS" none. Absent: Covalt.

Committee member Seth Covalt arrived at 5:05 p.m.

City Manager Johnson presented the Draft copy of the Tax Increment Financing (TIF) Guideline document for the committee to review and discuss. There are still corrections and changes that will need to be made to this draft copy, so the committee will not make a recommendation to the City Council at this time. (See draft copy attached to minutes.)

Deputy City Attorney Selzer stated that the City did a nice job of putting this document together and it would have been very helpful to have earlier in the year for the housing project that started a few months ago, as it would have answered a lot of questions. It will be very helpful in the future for those who want to come in and apply for TIF projects.

Mr. Johnson explained that they used the template from the City of Omaha to create this document and incorporated changes that would meet the needs of the City of Scottsbluff from the City's Comprehensive Plan. He and Mr. Selzer then went over the document with the committee members.

The following is input and discussion from staff and committee members on various items of the document:

- Mr. Johnson told the committee that in Section III Program Criteria; that he would like their input about the possibility of the city having an outside source doing a study to determine the areas in the city that could be designated as blighted and substandard. The cost of the study would be passed on to the costs of a developer. This would be substantially lower to do it all at once than project by project. By having the designation, the city could promote economic development in those specific areas. The City is trying to be pro-active by having blighted and substandard designations already done for developers who want to use TIF. Mr. Trumbull asked if it would be feasible to include the whole city in this study. Mr Selzer said that it would make more sense to pinpoint and prioritize areas that would meet the criteria of blighted and substandard. The city can only have 35% of the city designated as blighted and substandard and are at 22% right now.
- Section IV. Project Selection: Mr. Johnson explained that the City's primary point of contact for a project within the city will fluctuate depending on the project. For example, if it involves a new park, someone from the Parks Department could be the point of contact. But it would ultimately be a team of individuals working on the TIF project to cover all aspects. This would be for the initial application to the City for review to be selected to continue on in the process of going

before the Planning Commission and Community Redevelopment Authority. This step will eliminate any additional legal and/or administration costs to the developer, if the application is not approved to move forward.

- Section VI. TIF Fee Structure: Committee Members felt there should be in the guidelines, a minimum dollar amount set for a TIF bond in order to make application. After discussion, members agreed that the minimum should be \$50,000.00. There were questions in regards to the processing fees in the document. Mr. Selzer stated that the wording needs to be clarified because it is confusing as is. Finance Director Liz Hilyard commented that they may not want to put a maximum amount on the 1% processing fee. The committee asked staff to bring back examples of what fees would be for different amount projects. Mr. Johnson asked if the examples should be included in the document. Committee members concurred that they should.

Mr. Johnson stated that staff will make the necessary changes and bring the guideline document back to the next meeting for more discussion, before it goes to the City Council.

Mr. Johnson presented an inventory list of Brownfields from PADD that was comprised from workshops they held. PADD has applied for grant funds that could be available in May 2017. The city would like the CRA to come up with a list of Brownfields that they would like the grant money to be used on. Mr. Johnson explained that a Brownfield is a site that is very dilapidated, that could possibly also have some environmental cleanup issues that are associated with the facility/site. The site would most likely need a lot of substantial work to be done in order to have the site go back to potential new owners. A good example would be an old refinery that would need environmental assessments and mitigation, opposed to a residential site. Mr. Johnson stated that the list presented is mostly from the East Overland corridor and he would like the committee to look at other brownfields throughout the community to be included for consideration. Discussion will be held at a future meeting to prioritize a list that can be used to create the Brownfield inventory list needed by the City.

Mr. Johnson informed the committee that the City has some industrial property that will be sold before December 31, 2016. Staff will check with Legal and the auditors, but the money coming from the sale of the industrial lands could potentially become a funding source for the CRA. The City Council would need to approve this and funds would not become available until the next budget year beginning October 1, 2017. Mr. Trumbull asked if LB840 funds could be used. Mr. Johnson stated that staff will look into whether there would be anyway LB840 funds could be used on a project by project basis.

Mr. Selzer gave an update on the Five 22 Developing LLC Housing Redevelopment. At this time they are looking for financing and won't be going forward with the project until next year. They are not abandoning the project, just trying to move forward. May need to amend the plan to change the dates when the project moves forward.

Mr. Trumbull asked Ms. Hilyard if the TIF audit had been completed. Ms. Hilyard stated she had just received another inquiry today which she answered. Mr. Trumbull asked what other cities were being audited. Ms. Hilyard stated they are Omaha, Grand Island, Kearney, Alliance and Scottsbluff. Mr. Johnson stated that this is the first time they have audited the TIF and the city has been able to provide them with everything that they need.

Moved by Covalt, seconded by Phillips, "to adjourn the meeting at 6:25 p.m.," "YEAS", Covalt, Knapper, Beatty, Phillips and Trumbull; "NAYS" none.

---

Nathan Johnson, Secretary

---

Recording Secretary

# **City of Scottsbluff, Nebraska**

**Monday, November 28, 2016**

**Regular Meeting**

## **Item 1**

**CRA to review the Tax Increment Financing (TIF) Guideline document, discuss and consider recommendation to City Council.**

**Staff Contact: Nathan Johnson, City Manager**

## I. INTRODUCTION

The purpose of this guide is to describe the criteria for the use of Tax Increment Financing (TIF) and the procedures which will be used by the City of Scottsbluff City Council, Planning Commission, and Community Redevelopment Authority for evaluating proposals requesting TIF for projects within the City of Scottsbluff, Nebraska. The implementation of TIF is governed by Nebraska's Community Development Law, Sections 18-2101 – 18-2144. The following are guidelines only, TIF applications and plans are always subject to final approval by the City.

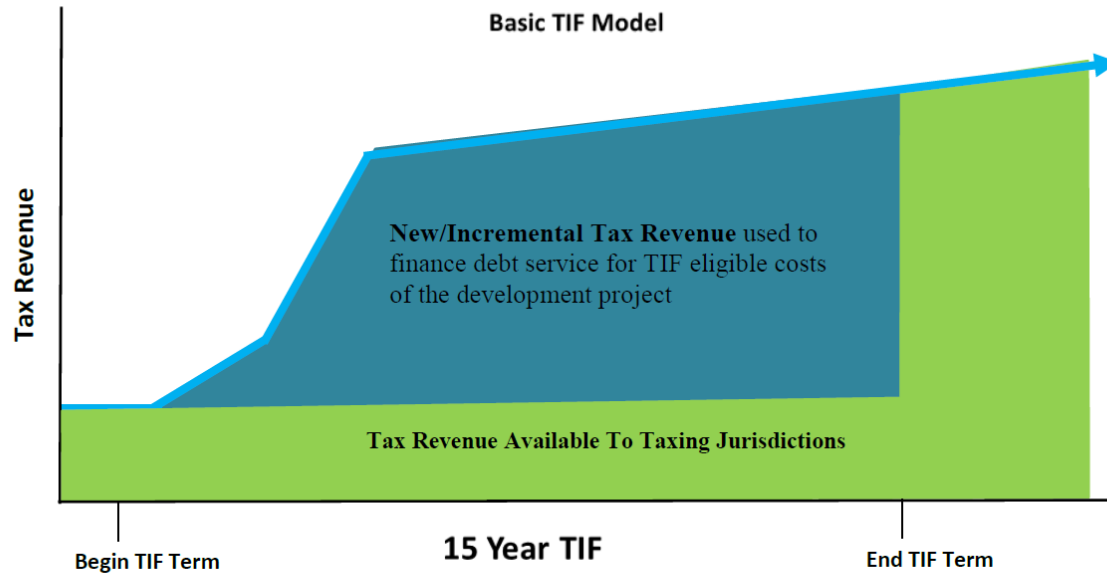
### **What is TIF?**

One of the best tools the City has to incentivize the redevelopment of blighted and substandard properties is Tax Increment Financing (TIF). Properties located in blighted and substandard areas can be extremely expensive to demolish, rehabilitate and develop. TIF can make development or redevelopment of these sites financially feasible by providing funding for the acquisition of these sites, demolition of existing structures, and other eligible site improvements.

In 1980, the voters of the State of Nebraska approved a constitutional amendment permitting the use of TIF to help finance redevelopment projects. TIF funds generally allow for acquisition of property, site preparation, and construction of public improvements associated with projects. In 1984, State voters approved an additional constitutional amendment extending the use of TIF to help finance rehabilitation projects as well.

TIF in Nebraska is primarily designed to finance certain eligible costs (further explained below) associated with a private development project. Essentially, the property tax increases resulting from a development are targeted to repay the eligible costs required by a project. TIF provides a means of encouraging private investment in areas in need of redevelopment, especially in deteriorating areas, by allowing city governments to devote, for up to 15 years, increases in specific property tax revenue as a result of the redevelopment to repay the eligible costs. The chart below demonstrates the public and private benefits of TIF.

## A True Public/Private Tool



NOTE: Typically there is a sharp increase in assessed valuation within the first few years, then a plateau or gradual increase in valuation.

TIF has emerged as one of the City of Scottsbluff's most effective redevelopment and economic development tools, but it is important to remember that there are several restrictions to TIF. TIF can only be utilized in areas that the City has designated as "blighted and substandard." State statute also requires that any project utilizing TIF must pass the "but-for" test, meaning that the project would not be economically feasible without the use of TIF. TIF is an extremely important tool for redevelopment, and when used correctly, is of great benefit to the City and private developers.

## II. Program Goals

The City's Comprehensive Plan, adopted in 2016, developed a community vision based on the input of a large representation of the City's residents. The following four development principles were identified to guide the implementation of this Community Vision. TIF projects that adhere to these principles will be of highest priority to the City. Please note that the principles listed below are an abbreviated version of the principles listed in the Comprehensive Plan. The Comprehensive Plan can be found on the City's website ([scottsbluff.org](http://scottsbluff.org)) or can be obtained at City Hall and should be referred to for a more complete description of these principles.

### Community Vision

**Scottsbluff will be a place where current and future generations want to pursue their aspirations- a place of opportunity.**

### ***Interconnection of neighborhoods and amenities***

The interconnection of neighborhoods and amenities means where residents live will be connected to the places and things they utilize. It also promotes safe and efficient movement of goods and people to and from other communities and around the City.

### ***Sustainable development***

Development should be responsive to the market and social needs of the region and City infrastructure and policies should accommodate development's swift responsiveness. City investments should be fiscally conservative and equitable throughout the City. Growth will not saddle future generations with long term environmental or economic burdens. Development and redevelopment will best respond to the needs of the community if the community is involved in shaping those plans. Included in this strategy are:

- Prioritization of infill development through incentives, residential home rehabilitation, and Brownfields redevelopment.
- Redevelopment in blighted areas that holistically address the economic, social, business, and physical health needs of the community.
- Build a strong community core through place making, mixes of uses, integration of motorized and non-motorized transportation options, and strategic investments for social and economic stability.

### ***Access to culture and recreation***

Recreational and entertainment amenities should be woven into the fabric of the community. These amenities include parks and outdoor spaces, playgrounds, sidewalks, walking trails, pools, entertainment venues, restaurants, and plazas. Integrating these amenities into the shared spaces in the community works to promote a community where people want to be and improve the wellness of the community.

### ***Strong neighborhoods and places rooted in our unique character***

Communities that make investments to improve quality of life and sense of place are the communities where people and businesses are moving. Scottsbluff will continue to bring energy, stability, and business to the community through place-based development. Enhancing the lived experiences and cultural experiences in the community strengthens the bond residents feel to remain in or return to the community. Scottsbluff also knows strong neighborhoods and housing options help build a strong workforce and healthy families. Together, strong neighborhoods and memorable places help residents grow roots in the community and attract others to live and invest here.



### III. PROGRAM CRITERIA

#### **Mandatory Criteria of the TIF Program**

Applications for TIF assistance **must meet** the mandatory criteria in order for the project to be considered. The application must demonstrate how the project meets the required criteria.

A project **must meet each of the following** criteria:

1. The project must be located within an area that has been designated as blighted and substandard or within an area eligible for a designation as blighted and substandard as required and set forth by State Statute. See the City of Scottsbluff website (Scottsbluff.org). **(Community Development Law §18-2109)**
  - A.) If the proposed TIF project is not within an area designated as blighted and substandard, the applicant may submit a written request to the City of Scottsbluff requesting a study to determine whether the area meets the statutory definition. The City will then prepare a blighted and substandard study at the cost of the developer. An applicant may also submit to the City a blighted and substandard study for the City's review and use in determining whether an area qualifies as blighted and substandard.
  - B.) The qualification of an area as blighted and substandard does not automatically mean the City will designate the area as blighted and substandard. Making such a designation remains in the sole and absolute discretion of the City Council.
2. The use of TIF for the project will not result in a loss of pre-existing tax revenues to the City and other taxing jurisdictions and the costs and benefits of the project are in the long-term best interest of the community. **(Community Development Law §18-2113 and §18-2116)**
3. The applicant is able to demonstrate that the project would not be **economically feasible** and would not occur in the blighted and substandard area without the use of TIF. Return on investment assists in determining the economic feasibility of the project. **(Community Development Law §18-2113 and §18-2116)**
4. The project must further the objectives of the City's Comprehensive Plan. See Section II, Program Goals, for the main principles set forth by the City of Scottsbluff Comprehensive Plan. **(Community Development Law §18-2112 and §18-2116)**

#### **Other Criteria and Considerations of the TIF Program**

1. The applicant must secure financing or be able to show a financial ability to complete the project, including any public improvements, as required. The financial ability can be contingent on TIF being granted. However the applicant must understand that TIF typically only pays for a small portion of a project. The incremental tax allocations paid into Scotts Bluff County are forwarded to the owner/developer, or their assignees, as they are received by the County, to amortize the TIF loan. Except for the incremental tax allocations for the permitted term, the City assumes no responsibility for the repayment of any TIF loan.
2. The City assumes no responsibility for selling or purchasing any TIF loan or bond.

3. All TIF projects must comply with City codes and zoning ordinances, and will be approved subject to compliance with these codes and zoning ordinances, to include urban design review, when applicable.
  - a) **A TIF pre-application meeting must be scheduled for all proposed TIF projects that will include City staff as designated by the City Manager.**
  - b) A Site Plan Review is highly encouraged to determine if the site complies with the current ordinance and addresses the required public improvements. To request a Site Plan Review, contact the City of Scottsbluff at (308) 630-6254.
  - c) **No Building Permit will be issued based on a site plan that does not comply with the provisions of the City's Zoning Ordinance.**
4. The City will not consider applications for projects which will not support at least a \$50,000.00 TIF bond or do not have at least \$50,000.00 in TIF eligible costs.

#### **Uses of TIF**

TIF is primarily designed to finance public improvements associated with a project.

The following are considered TIF eligible costs:

- Total amount of public improvements associated with the TIF redevelopment project plan. Public improvements can be located on a redevelopment project site, directly adjacent to the redevelopment project site, or within the general vicinity of the redevelopment project site if those improvements are necessary for or associated with the project.
- Acquisition costs of redevelopment project sites
- Site preparation, demolition, grading, surcharging, special foundations, and other pre-development work prior to construction of the project such as architectural and engineering services related to the project as well as environmental services and studies
- Utility extensions and hookups
- Rehabilitation, major renovations, and retrofitting of structures within the redevelopment project area. TIF **will not cover** normal maintenance and repair costs.
- Public parking
- Traffic studies, market studies, and appraisals associated with the redevelopment project site
- TIF fees

## IV. PROJECT SELECTION

**Application Process** (See separate TIF Application Form attached to these Guidelines)

The City Manager or designee should be the applicant's primary point of contact for the project. This will help ensure that the TIF application, Redevelopment Plan and Redevelopment Agreement approval process are consistent with the timelines for other project site requirement(s) and approvals.

All applications for TIF must be submitted to the City of Scottsbluff for review before initially presenting the application to the Community Redevelopment Authority (CRA). Submittal of the application generally establishes when the Redevelopment Project Plan will be presented to the CRA. CRA meetings are generally scheduled for the 4<sup>th</sup> Monday of each month at 5:00pm. This scheduled date may change due to holidays or other circumstances. The applicant will be contacted to give a brief presentation to the CRA regarding the TIF project. The TIF Application Submittal Deadline is fourteen (14) business days prior to the CRA meeting at which the application will be presented.

**On the TIF Submittal Deadline Date by noon:**

- **Submit one (1) hard copy of the entire, completed TIF Application,**
- **Email an electronic copy of the TIF Application,**
- **Submit the \$250.00 TIF Application Fee.**

The TIF application will be evaluated by City Staff, which may request further information from the applicant or require revisions to the application. After final evaluation of the TIF application that is determined to be ready to move forward, the applicant will be notified to:

- **Submit three (3) hard copies of the *revised (if applicable)*, completed TIF Application,**
- **Email the *revised (if applicable)*, completed TIF Application**

Also, the applicant will be notified of the appropriate meetings to attend to present the TIF project. Once the CRA has provided its recommendation and approval of the initial application, a Redevelopment Project Plan will be prepared by City Staff, **OR** the applicant can hire a qualified person to prepare the plan. If the City Staff prepares the Redevelopment Project Plan, it will be ready within 30 days after application approval and payment of the processing fees (explained below), absent circumstances beyond the City's control.

## V. APPROVAL PROCESS

After approval of the application by the Community Redevelopment Authority, the project goes through the following process:

**1. Preparation of a Redevelopment Project Plan:** The Redevelopment Plan has certain statutory requirements and will include a definition of the Tax Increment Project Area. It will also contain information about the use of TIF funds. City Staff can prepare the Plan with the assistance of the Developer. **Alternately**, the applicant can hire a qualified person to prepare the Plan and submit that plan to the City for consideration. If the applicant submits a Plan to the City staff, the City staff may require certain revisions to the Plan prior to submitting the plan to the Planning Commission (see next step).

**2. Approval of the Redevelopment Plan:** The Plan is first submitted to the Planning Commission for its recommendation as to whether or not the plan is consistent with the goals set out in the Comprehensive Plan. The Planning Commission will also hold a public hearing to allow for public input on the project. Following the Planning Commission recommendation, the Plan is then submitted to the CRA for review. The CRA will make a recommendation regarding the Plan to City Council. The Plan is then forwarded to City Council for a public hearing. Following the public hearing, City Council can approve a resolution adopting the Redevelopment Plan.

**3. Approval of the Redevelopment Agreement:** Following approval of the Redevelopment Plan, the City and the owner/developer negotiate a Redevelopment Agreement. The Agreement sets forth the mutual responsibilities of both parties and may include the financial terms of the project. As part of the agreement process, the owner/developer will either demonstrate that they can finance the TIF bond or negotiate loan terms with a private lender. The Redevelopment Agreement will then be submitted to the CRA for approval. The CRA may simultaneously authorize the TIF bond. However, a TIF bond will not be issued by the CRA until eligible project costs are incurred. Interest rates on bonds will be determined by the market at the time the bond is issued.

## **VI. TIF FEE STRUCTURE**

The fee structure for TIF projects are as follows:

1. An initial application fee of \$250.00 – due upon submission of the TIF application
2. Upon conceptual approval of TIF application by the CRA, a processing fee based on the schedule below shall be remitted if the applicant wishes a Plan to be created and considered by the Planning Commission, CRA, and City Council. The processing fee is intended to cover the City's costs and expenses in creating and/or reviewing the Plan and running the Plan through the appropriate approval process. The processing fee shall be paid prior to the City's preparation and/or review of the Plan. If the processing fee has not been paid for a period of six (6) months after notification of conceptual approval, the application shall be deemed abandoned and the application fee forfeited. The processing fee schedule is as follows:
  - 1% processing fee on the estimated TIF proceeds available for the Project (subject to the minimum below)
  - Minimum processing fee of \$5,000 on all projects
3. Upon approval of the Redevelopment Plan and Redevelopment Agreement, the person or organization receiving the TIF funds shall pay an administrative fee of \$5,000. The administrative fee is intended to cover the City's costs and expenses of administering the TIF bond during its life.

Below are examples of the Fees due to the City for particular projects:

<b>Estimated TIF Proceeds</b>	<b>Application Fee</b>	<b>Processing Fee (1%)</b>	<b>Administrative Fee</b>	<b>Total</b>
\$100,000.00	\$250.00	\$5,000.00 (minimum)	\$5,000.00	\$10,250.00
\$500,000.00	\$250.00	\$5,000.00	\$5,000.00	\$10,250.00
\$1,000,000.00	\$250.00	\$10,000.00	\$5,000.00	\$15,250.00

## **VII. Policy**

This policy shall be reviewed and updated as necessary. Any changes shall be approved by the City Manager and submitted to the Mayor and City Council for their approval.

## APPLICATION FOR TAX INCREMENT FINANCING

Please note that the following application must be typed prior to submission to the City of Scottsbluff. You should attach additional pages when necessary. The applicant(s) or a designated representative must be present at the Community Redevelopment Authority (CRA), Planning Commission, and City Council meetings to answer any questions related to the project. Proper notice of both meetings will be given to applicants by City Staff. **Failure to complete any of these application requirements may result in ineligibility for or delay of approval of Tax Increment Financing.**

**1. Please state, the name, address, telephone number and email address of the Redeveloper(s) (the applicant). If the Redeveloper is a business entity, please include the name of the designated representative of the business and the position title.**

---

---

---

---

**2. Please describe the property to be redeveloped (the "Project Site") by address, legal description, or, if necessary, general location. Please include all parcel numbers included in the Project Site. These can be obtained from the Scotts Bluff County Assessor website: <http://www.scottsbluffcounty.org/assessor/assessor-disclaimer-do.html>. Please attach a map of the Project Site if available.**

---

---

---

---

**3. Please describe the existing uses and condition of the Project Site.**

---

---

---

---

**4. If you do not currently own the Project Site, please explain your plan for acquiring the Project Site, including whether you have a current agreement to acquire the Project Site.**

---

---

---

---

**5. Please describe the Redevelopment Plan on the Project Site. In your description, please address (please include your answers in an attached document):**

- A. Proposed land uses after redevelopment (please attach a land use plan if available).
- B. The necessity of and plan to demolish or remove structures.
- C. Land coverage and building intensities in the Project Site after redevelopment (please attach a site plan if available).
- D. Standards of population densities in the Project Site expected after redevelopment.
- E. A statement of any proposed changes to zoning, street layouts, building codes, or ordinances.
- F. A statement of any planned subdivision to the Project Site.
- G. A statement of additional public facilities and utilities required to support the Project Site after redevelopment.
- H. Employment within the Project Site before and after redevelopment.
- I. Any other information you deem relevant.

**6. Please itemize your estimated project costs (please attach copies of bids or estimates to support estimated project costs):**

A. Land Acquisition (if applicable):	\$
B. Site Development (itemize):	\$
C. Building Cost:	\$
D. Architectural & Engineering Fees:	\$
E. Legal Fees:	\$
F. Financing Costs:	\$
G. Broker Costs:	\$
H. Contingencies:	\$
I. Other (itemize):	\$

TOTAL \$

**7. Please list the names and addresses of all known architects, engineers, and contractors who will be involved with the Project.**

---

---

---

**8. Please itemize the following regarding the valuation of the Project Site:**

- A. Total estimated assessed valuation of Real Property at completion:
- B. Latest property valuation (from R.E. Tax Statement):

**9. Please itemize your projected sources of financing for the Project (please include a construction pro forma if available):**

A. Equity:	\$
B. Bank Loan:	\$
C. Tax Increment Financing:	\$
D. Other (itemize):	\$
TOTAL	\$

**10. Please set forth your Project schedule.**

- A. Expected acquisition date (if applicable):
- B. Demolition start date (if applicable):
- C. Construction start date:
- D. Construction completion date:
- E. If project is phased:

Year \_\_\_\_\_ % Complete

Year \_\_\_\_\_ % Complete



**11. Please name any other municipality wherein you, or other entities the applicant has been involved with, has completed developments within the last five years.**

---

---

---

**12. Tax Increment Financing Request:**

A. Describe amount and purpose for which Tax Increment Financing is required:

---

---

---

---

---

---

---

B. Statement of necessity for use of Tax Increment Financing:

---

---

---

---

---

---

---

C. Have you filed or do you intend to file an application with the Nebraska Department of Revenue to receive tax incentives under the Nebraska Advantage Act for a project located or to be located within the Project Site?

\_\_\_\_\_ Yes \_\_\_\_\_ No

D. If your answer to the previous question 12.C is “Yes,” does such application include, or will such application include, as one of the tax incentives, a refund of the City’s local option sales tax revenue?

\_\_\_\_\_ Yes \_\_\_\_\_ No

E. If your answer to question 12.C is “Yes,” has the application been approved under the Nebraska Advantage Act?

\_\_\_\_\_ Yes \_\_\_\_\_ No

*I certify that the facts and estimates set forth in this application for Tax Increment Financing (TIF) are true and accurate to the best of my knowledge. I understand that false statements on this application shall be considered sufficient cause for ineligibility.*

*I understand that the City may request additional information it deems relevant and that submitting this application does not guarantee a grant of TIF. All TIF grants are conditional upon (1) approval by the appropriate City authorities and (2) the execution of a contract between you and the CRA.*

*I agree to maintain all project related receipts for a period of five (5) years beginning at final payment of Tax Increment Financing for audit purposes.*

Applicant Name	Signature	Date
----------------	-----------	------

Applicant Name	Signature	Date
----------------	-----------	------

# **City of Scottsbluff, Nebraska**

**Monday, November 28, 2016**

**Regular Meeting**

## **Item 2**

**CRA to discuss and consider prioritization of current brownfields to be eligible for potential grant funds through PADD.**

**Staff Contact: Nathan Johnson, City Manager**

# **City of Scottsbluff, Nebraska**

**Monday, November 28, 2016**

**Regular Meeting**

## **Item 1**

**Accept the letters of resignation from Kelly Beatty and Seth Covalt.**

**Staff Contact: CRA**

October 24, 2016

To: Mayor and City Council Members  
City of Scottsbluff, Nebraska  
and  
Chairman and Community Redevelopment Authority members  
City of Scottsbluff, Nebraska

Re: Resignation from CRA committee

Dear Council and Committee members:

It is with deep regret that I hereby submit my resignation from the CRA committee, to be effective by December 1<sup>st</sup>, 2016, or sooner if a replacement has been appointed by Council.

My wife and I will be leaving the area by the end of this year so I will no longer be eligible to serve on the CRA committee.

It has been a great experience to serve on the Committee and I have enjoyed working with the other Committee members and City Staff. The CRA is in good hands and hope it will continue as an important and useful tool in the redevelopment and enhancement of the City. I wish everyone well.

Sincerely,  


Kelly Beatty

October 27, 2016

Mayor and City Council Members  
Chairman of the Community Redevelopment Authority  
City of Scottsbluff, NE  
2525 Circle Drive  
Scottsbluff, NE 69361

Dear Mayor and City Council Members:

It is with regret that I tender my resignation from the City of Scottsbluff, NE Community Redevelopment Authority committee, effective immediately upon your acceptance. I have made the decision to pursue business opportunities outside of the community, and will no longer be a resident eligible to serve on the committee.

I am grateful for having had the opportunity to serve, and I offer my best wishes for continued success.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Covalt", written in a cursive style.

Seth Covalt

**City of Scottsbluff, Nebraska**  
**Monday, November 28, 2016**  
**Regular Meeting**

**Item 1**

**Executive Session**

**Staff Contact: CRA**