



AGENDA

Johnson City Development Authority Board Meeting

Monday, May 22, 2023 @ 8:00 AM
510 Bert St. Johnson City, TN 37604

1. CALL TO ORDER

- 1.1. Call to Order and Quorum Confirmation: 6/11 of Current Members Required
[5.22.2023CalltoOrderAttendance](#)
- 1.2. Claim for Member Conflict of Interest
- 1.3. Additional Action Item to Agenda

2. ADOPTION OF MINUTES

- 2.1. ACTION: Review and Adoption of the Previous Regular JCDA Meeting Minutes
[Johnson City Development Authority - Apr 28 2023 - Minutes - Pdf](#)

3. COMMITTEE REPORTS

- 3.1. John Sevier Center Operations Report
[John Sevier Operations Report May 2023](#)
- 3.2. John Sevier Center Disposition Report
[John Sevier Disposition Report May 2023](#)
- 3.3. Downtown Center/Parking Report
[Downtown Centre and Parking Garage Report May 2023](#)
- 3.4. ACTION: TIF Advisory Committee Report
[TIF Advisory Committee Report May 2023](#)
[FAC22 001 212 E Main Street Facade Request Staff Recommendation \(updated\)](#)
[FAC23 002 205 and 207 East Main Street Beacon Financial Staff Recommendation](#)
- 3.5. Human Resources Report - None

- 3.6. Nominating Committee
[Nominating Committee Report May 2023](#)
- 3.7. ACTION: Finance Committee Report
[Finance Committee Report May 2023](#)

4. FINANCIALS

- 4.1. ACTION: Johnson City Development Authority General Operating Fund Financial Statement
[JCDA General Fund Financial Statement - April 2023](#)
- 4.2. ACTION: Johnson City Development Authority Tax Increment Financing (TIF) Special Fund Financial Statement
[JCDA Tax Increment Financing Special Fund Financial Statement - April 2023](#)
- 4.3. ACTION: John Sevier Center Financials
- 4.4. Review of Proposed FY24 JCDA Budget
[Proposed FY24 JCDA Budget](#)

5. STAFF REPORTS

- 5.1. Main Street America Program Report, in conjunction with the Downtown Johnson City Foundation, Inc.
[Downtown Johnson City Foundation and Main Street Report May 2023](#)
- 5.2. Executive Director's Report

6. CHAIR REPORT

Comments from the Chairman

7. STRATEGIC PLANNING WORK SESSION

- 7.1. JCDA Strategic Objectives FY23 Discussion
[Strategic Objectives Proposal JCDA May 2023](#)

8. ADJOURNMENT

Agenda Item #1.1.1.

1.1 Call to Order and Confirm Member Quorum

The Johnson City Development Authority (JCDA) consists of eleven active members, with no vacant seats. A majority (6 of 11 voting members) is required for quorum in order to conduct business. *

**JCDA By-Laws: Section 23. Quorum*

Member	Term Expires	Present	Not Present
Hank Carr, Chairman	June 30, 2025 (3 year term)		
Shannon Castillo, Vice Chairman	June 30, 2024 (2 year term)		
Seth Thomas, Treasurer	June 30, 2023 (1 year term)		
Ernest Campbell	June 30, 2024 (fulfill unexpired)		
Jim Fickley	June 30, 2025 (3 year term)		
Commissioner Jodi Jones	County Commissioner Seat		
Commissioner Freddie Malone	County Commissioner Seat		
Commissioner Aaron Murphy	June 30, 2024 (2 year term)		
Jack Simpson	June 30, 2025 (3 year term)		
Robert Williams	June 30, 2023 (1 year term)		
Mayor Joe Wise	City Commission Seat		
Patricia C. Oldham, AICP, TCED	Executive Director- Non-Voting		



Minutes
Johnson City Development Authority
Friday, April 28, 2023 @ 8:00 AM
510 Bert St. Johnson City, TN 37604

CALL TO ORDER

Call to Order and Quorum Confirmation: 6/11 of Current Members Required

The regular meeting of the Johnson City Development Authority was called to order at 8:04am by Chairman, Hank Carr. Chairman Carr confirmed the presence of a quorum.

Present: J. Simpson, A. Murphy, S. Castillo, H. Carr, J. Jones, R. Williams, F. Malone, and P. Oldham (non-voting). Absent: J. Fickley, E. Campbell, S. Thomas

JCDA Staff Present: D. McIntosh, Finance Manager, P. Oldham, AICP, TCEcD, Executive Director, and Sydni Leonard, M.Ed., Administrative Coordinator to the Executive Director.

Others present: A. Nance and P. Denton - LHP and J. Keeling - Press.

Claim for Member Conflict of Interest - None

Additional Action Item to Agenda - None

ADOPTION OF MINUTES

Review and Adoption of the Previous Regular JCDA Meeting Minutes

There was a motion from **Commissioner Jack Simpson** to approve the March 31st, 2023 meeting minutes. The motion was seconded by **Vice-Chair Shannon Castillo**.

COMMITTEE REPORTS

John Sevier Center Operations Report

Executive Director, Patricia Oldham, presented the most recent Mark-Up-To-Market (MUTM) HUD Application and recommended Board approval.

Director Oldham explained that on March 27, 2023, the Johnson City Development Authority received the new rent comparability study (RCS) from CBRE (the real estate study firm hired by JCDA and LHP) to provide the necessary comparisons for the application the U.S. Department of Housing and Urban Development. The Rent Comparability Study performed on the John Sevier Center Project Based Section 8 subsidized units located at 141 East Market Street recommended that the efficiency units be changed from 965 to \$1,055. The one-bedroom units would be changed from 1,050 to \$1,125.

Ms. Oldham noted that according to LHP correspondence, “The current annual contract rent potential for John Sevier is \$1,825,740. The proposed annual contract rent potential using the market rents on the Rent Comparability Study is \$1,972,080. This is a potential \$146,340 (8.02%) increase to John Sevier rents that would go into effect on 8/1/2023”.

Mr. Alvin Nance, CEO of LHP, was asked to comment on the action. He explained that the federally required 30-day tenant comment period would begin on the date of the notice to allow the tenants ample time to request a copy of the materials submitted to HUD. Materials would be available in the office at the John Sevier during business hours. The deadline for the application is the date of the JCDA meeting, April 28, 2023. Commissioner Aaron Murphy requested clarification as to whether or not the MUTM would create additional financial burden on the current John Sevier residents. Mr. Nance noted that the increase does not add rent increase or burden to residents that currently receive rent assistance. It was noted that the State of Tennessee has voted to decrease the amount of utility allowance. This has been communicated to John Sevier residents. CEO Nance noted that utility allowance reduction is not related to the MUTM application. In addition, CEO Nance noted that there are currently two units that are full-market rate units and their current rate will remain the same until their anniversary at a 10% increase. This has been previously communicated with the residents of those units.

The Board voted to approve the MUTM application to HUD under the aforementioned amounts, as recommended by Staff and LHP Management. The approval vote also authorized Chairman, Hank Carr, to sign the required documents on behalf of the JCDA.

The motion and recommendation was made by the **Finance Committee**. It was seconded by **Commissioner Jodi Jones**.

John Sevier Center Disposition Report

There are no updates in the schedule for the disposition of the John Sevier Center Project, Section 8 subsidized housing. LHP CEO, Alvin Nance, reported that the application for tax credits for the John Sevier Center has been submitted, a lender is in place, and the anticipated construction timeline for the Tapestry at Roan Hill is on schedule.

TIF Advisory Committee Report

The TIF Advisory Committee met on April 19, 2023. The Committee recommended to the Board that there be a vote to double the base TIF funding for facade grant investment applicants from \$5,000 per primary facade to \$10,000 and \$2,500 to \$5,000 for street facing facades.

Commissioner Freddie Malone, Chairman of the TIF Advisory Committee, reported that **City Commissioner John Hunter** was elected Vice-Chairman of the TIF Advisory Committee.

The **TIF Advisory Committee** made the motion to approve the increase of the base TIF funding for facade grant investment from \$5,000 per primary facade to \$10,000 and \$2,500 to \$5,000 for street facing facades. The motion was seconded by **Commissioner Jack Simpson**. The motion passed unanimously.

Downtown Centre Report

Executive Director Oldham reported that on April 17, 2023, President Dr. Jeff McCord notified JCDA by email that Northeast State would not extend the lease, which was set to expire in December 2023. Additionally, following the announcement by Northeast State, the Board discussed the need to seek mutually beneficial redevelopment opportunities for the John Sevier Center and the Downtown Centre as a block, particularly in respect to the parking and the desire to increase ground level pedestrian and economic activity in the vicinity of Market, Roan, and Buffalo Streets.

As the redevelopment organization, JCDA will lead the initiative and maintain close, regular contact with the City Manager and the city's economic development staff by meeting, providing access to information and materials, and working across organizations to achieve a shared redevelopment outcome. JCDA staff immediately is creating a collaborative online workspace for use by the City and JCDA staff. JCDA staff will continue to research and examine a number of matters, from security, building information, parking opportunities, and possible occupancy uses. Staff will be scheduling a tour of the facility for the JCDA Board of Commissioners, the City Manager and City staff, and other City officials to examine the layout of the block and the building.

JCDA staff will bring further information to the JCDA Board soon regarding the cost for and the plans for facility security and staffing.

Human Resources Report - no report

Finance Committee Report

Finance Manager, Daniel McIntosh reviewed the Finance Committee meeting report and recommendations. The Finance Committee reported the following discussions:

1. JCDA General Fund Financials, 2. JCDA Special Reserve TIF Fund Financials, 3. John Sevier Center Financials, 4. Markup to Market, and 5. Discussion on current JCDA internal controls.

JCDA staff, after review of the current internal controls and bylaws, brought before the finance committee areas to update. Current internal controls do not adequately address electronic payment methods and the bylaws limit the expenditure limit needing dual signature to \$500. Staff intends to bring a proposal for changes to the next finance meeting to be forward to the JCDA Board for the May meeting agenda.

FINANCIALS

Johnson City Development Authority General Operating Fund Financial Statement

Commissioner Aaron Murphy made the motion to adopt the JCDA General Fund Financial Statements. The motion was seconded by **Vice-Chairman and Commissioner, Shannon Castillo**. The motion passed unanimously.

Johnson City Development Authority Tax Increment Financing (TIF) Special Fund Financial Statement

Commissioner Freddie Malone made the motion to accept the JCDA TIF Special Revenue Fund Financial Statements. The motion was seconded by **Commissioner Jodi Jones**. The motion passed unanimously.

John Sevier Center Financials

Commissioner Freddie Malone made the motion to accept the John Sevier Financial Statements. The motion was seconded by **Commissioner Jodi Jones**. The motion passed unanimously.

STAFF REPORTS

Main Street America Program Report, in conjunction with the Downtown Johnson City Foundation

Executive Director, Patricia Oldham, introduced the Downtown Johnson City Foundation Report. Next, Sydni Leonard, Administrative Coordinator, explained that the Foundation is currently working on key events including the following: Newsletter Launch (April 6, 2023), May the 4th Sip & Stroll, and Fridays After 5. This season, Fridays After 5, is collaboration with the City of Johnson City and Young Professionals of Johnson City.

Executive Director's Report - None

CHAIR REPORT

Chairman, Hank Carr, noted that the May JCDA Board meeting is the Friday before Memorial Day and requested that Staff find a time earlier in the week to convene in order to achieve guaranteed quorum for the anticipated large agenda. Chairman Carr also requested that the May meeting be two hours in length rather than one.

Chairman Carr noted that his term of Chairman is coming to an end, as are two seats on the JCDA Board of Commissioners. In order to fill officer positions, a Nominating Committee is to be called. Per JCDA by-laws, Nominating Committee is to be made up of the Current Chair (Hank Carr), Vice-Chair (Shannon Castillo), Past Chair (Robert Williams), Commissioner Jodi Jones, and Commissioner Jim Fickley. A meeting date will be determined at a later time.

ADJOURNMENT

Meeting adjourned at 9:08AM by Chairman, Hank Carr.

Chair:

Treasurer:

These minutes were approved in an open meeting on ___ day of ____, 2021.

Johnson City Development Authority
John Sevier Center Operations Report
May 2023

Executive Director, Patricia Oldham, was not present at this meeting

1. Water Usage

There were no changes to report. The water bill overage amounts the exceed the credit granted by Johnson City Utility are on a pay back plan that will be completed in June's payment.

2. Security Presence and Impact

We continue to receive positive reports from LHP concerning security presence at the center.

3. Fire System Inspection

The list of repair and replacement from the Johnson City Fire Prevention Officer outstanding as of last operations meeting. The magnetic locks are now functioning as required at the front door and the upper floor areas.

4. Roof Repair

The top floor roof repair has been completed by the contractor. We are awaiting a copy of the warranty and photos of the new roof.

5. Pending/Potential Projects or Issues

REAC Inspection

LHP in preparation for a possible REAC inspection conducted under NSPIRE protocols is planning for capital expenditures in the draft budget for fiscal year 2024 that would address updates needed to pass inspection. These items include common area carpet, changing doorknobs to keyed doorknobs on units, and installing French drains in the basement.

6. Mark Up to Market

All documents related to the mark up to market have been signed and submitted. LHP and JCDA are now awaiting a response from HUD.

7. Occupancy Rate

Occupancy rate ending April 2023 is at 99.4 %.

8. Resident Life

The John Sevier Center general manager, Susan Charlton, relayed that on June 1st the Center would be celebrating national donut day by handing out donuts to residents. JCDA board members and staff are welcome to participate. In addition, Commissioner Jodi Jones relayed some concerns she had received from a resident in the meeting. Susan was able to share all the formats residents have available to share any issues or concerns with LHP and offered to meet directly with the resident to address the concerns if the resident chooses to do so.

Johnson City Development Authority
John Sevier Center Disposition Report

May 2023

The John Sevier Center Project, Section 8 subsidized housing remains on schedule.

- The architects and engineers are working to prepare materials with LHP to submit the HUD 221d4 loan application by the end of May
- The local HUD office has recommended that the HUD 8bb voucher transfer request application for approval and it will be forwarded to the national level at the end of May for final approval. It is possible that they could be approved by August.
- LHP anticipates beginning construction in October and full construction completion by October 2025.

Johnson City Development Authority

Downtown Centre Report

May 2023

Staff, Chairman Hank Carr and Vice-Chairman Shannon Castillo met with City Manager Cathy Ball and Director of Economic Development Alicia Summers at the end of April to discuss the costs of operating the building, as noted in last month's board report. Ms. Oldham and Ms. Summers had an initial meeting May 9th and will continue to meet on a regular basis. Additionally, a draft SharePoint has been created by Ms. Leonard to allow for shared documents and streamline communications between the City and the JCDA. Per Chairman Carr's direction, the collaborative committee is being formed to meet bi-monthly regarding the Request for Qualifications (RFQ) process to hire a development consultant for beneficial redevelopment of both the John Sevier and the Downtown Center anchor block, the use of parking at Downtown Centre, securing Downtown Centre, and seeking the best options for reusing the facility, both short and long term. All efforts are to pursue returning the Downtown Centre to a revenue generating property for the JCDA, in addition to the redevelopment of the John Sevier Center on a schedule parallel with the disposition of the John Sevier Center and the transfer of the 8bb HUD vouchers to the new Tapestry project.

JCDA has not had any further indication from Northeast State about their schedule or plans as of the publication of this report.

Johnson City Development Authority

TIF Advisory Committee Report

May 2023

TIF Chairman Freddie Malone led the Tax Increment Advisory Committee meeting on May 17, 2023 at the JCDA offices. The minutes of the April 19, 2023, were adopted. Daniel McIntosh, JCDA Finance Manager, reviewed the TIF Financial Statement for April 2023 and noted that the it would receive further review at the JCDA Finance Committee meeting the next day.

Other items discussed included:

- The staff recommended that an estimated budget be set for façade grants for the year of \$75,000 as a working benchmark for the committee. The amount would be reviewed and reexamined based upon the goals of the group and the application characteristics and impact, as necessary.
- The TIF administrative fee of 5% from the City of Johnson City and relative County resolutions;
- Staff's effort to review the history of the administrative fee resolutions from the City and the Count;.
- The decision to send the TIF Financing Program Guide with Policies and Procedures for legal review by a TIF attorney due to the necessary document modifications and appendix updates drafted by staff to reflect the new amendments by Washington County and the revised adopted redevelopment plan; and
- How the TIF Advisory Committee members clearly would address conflicts of interest and also any appearance of conflict of interest. The City of Johnson City Code, Title 4, Chapter 3 Code of Ethics, with references to the Tennessee Code Annotated, will be provided to the JCDA and its affiliated committees for reference and use. City Code 4-301 notes that the Code of Ethics is applicable to "all full time and part-time elected or appointed officials and employees....and those of any separate board, commission, authority, corporation, or other instrumentality appointed or created by the municipality." (June 2007).

New Business Items:

Executive Director, Patricia Oldham, AICP, presented the two requests for façade grant funding to the committee:

FAC22-001 Façade Improvement Grant Request 212 East Main Street

Upon review of the application from Thomas Greer, as submitted by Cay Greer, for the mixed-use property of 212 East Main Street, the TIF Advisory Committee approved the facade request of \$5,000 for a street facing facade as well as an additional \$5,000 from the TIF fund, totaling a reimbursement contribution of \$10,000 to the masonry project at 212 East Main Street, per the recommendation in the staff report. **The TIF Advisory Committee forwards a favorable recommendation to the Johnson City Development Authority for its review and decision. The staff report and recommendation is attached for review.**

FAC23-002 Façade Improvement Grant Request 205 and 207 East Main Street

Upon review of the application from Beacon Financial, which was represented at the meeting by John Michael Nelms, for the first-floor commercial space at 205 and 207 East Main Street, the TIF Advisory Committee approved the requested total amount of \$10,000 reimbursement for the facade project at 205 and 207 East Main Street. **The TIF Advisory Committee forwards a favorable recommendation to the Johnson City Development Authority for its review and decision. The staff report and recommendation is attached for review.**

Johnson City Development Authority Meeting: May 22, 2023

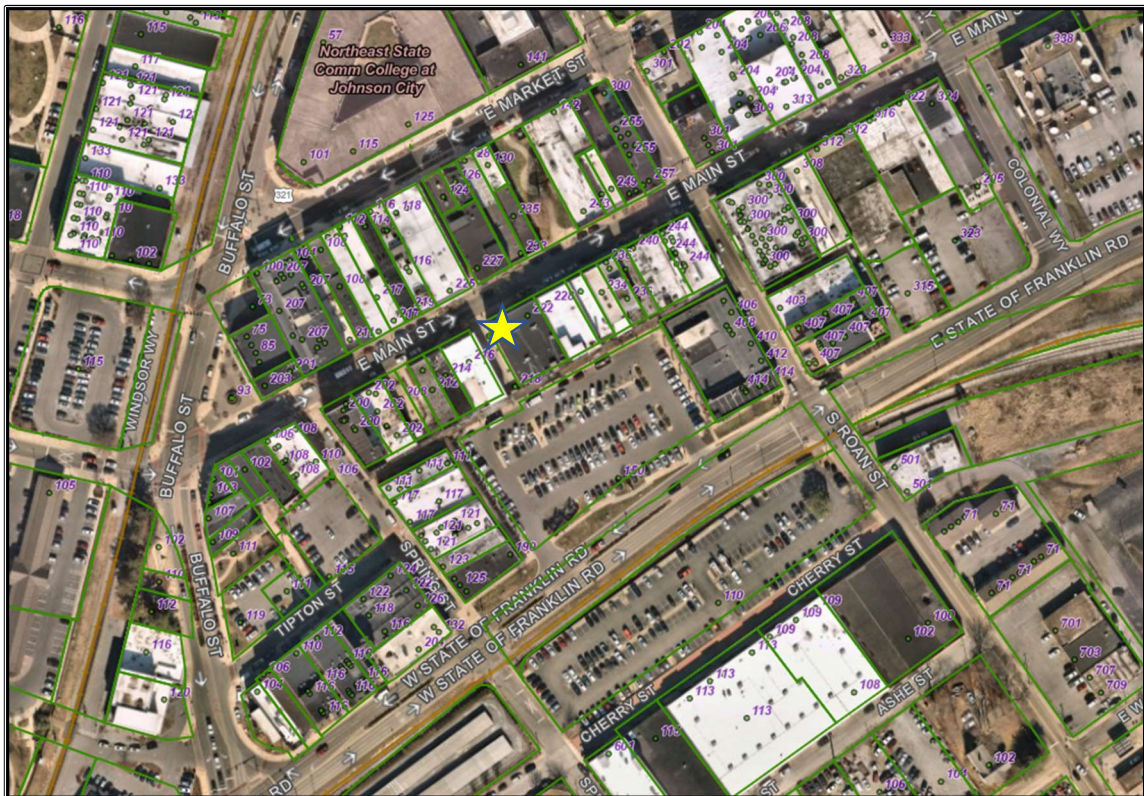
Johnson City Development Authority
TIF Advisory Committee

**Downtown Johnson City Redevelopment Plan Area
Façade Grant Funding Request**

Date: May 17, 2023

Staff: Patricia C. Oldham, AICP, TEcD, JCDA Executive Director

Tax Parcel ID	046M F 020.00
Address:	212 East Main Street
Applicant:	Thomas Greer
Owner of Record:	Thomas Greer
Representatives:	Cay Greer and Thomas Greer
Occupied/Vacant	Occupied
Taxes in Full	Current
Insurance	Current
Redevelopment Plan Area Only	No
Historic Zoning District	Yes
Historic Zoning Certificate of Appropriateness Date Issued?	August 3, 2022
Street Facing Façade Eligible	\$5,000 (see calculations and maximums)
Revenue Generating Commercial Property or Mixed Use?	Yes – First Floor Commercial Space/Upper Rental Accomodation



Agenda Item #3.3.4.

The applicant intends to repair significant masonry damage to the side of the structure, adjacent to the sidewalk from Downtown Square to Main Street, per the instruction of the Johnson City Code Enforcement Division. The Historic Zoning Commission has issued a Certificate of Appropriateness to repair loose stucco and brick to match the existing appearance. The wall had been an interior wall, however, when the building was razed, the wall was exposed to the elements, resulting in recurring damage from the elements. Bricks also are missing from the wall.

The total cost of the construction would be, as estimated, \$23,796.42. The street facing façade is eligible for up a maximum of 25% of the cost, not to exceed \$5,000, therefore, the allowable amount is \$5,000.

Façade Area	Estimated Costs (See Max %)*	Maximum %	Multiplied by Percentage of Reimbursement from Formula	Total final amount eligible for Reimbursement
Primary Façade A	N/A	0.05	N/A	
Street Facing Façade B	20010	0.25	5002.5	\$5,000
Street Facing Façade C	N/A	0.25	N/A	0
Total Costs			Total request =	\$5,000
Primary Facing Façade Up to \$10K				
Street Facing Side Up to \$5K				
*Excludes and labor costs	3786			



Recommendation:

Staff recommends approval of the standard eligibility amount of \$5,000 for masonry repairs, as presented in the JCDA application and as approved by the Historic Zoning Commission. Additionally, per the applicant’s request, staff recommends \$5,000 more in funding due to the significant wall damage and the continued deterioration occurring at the wall foundation. Furthermore, the wall faces the outdoor dining area of the Black Olive Restaurant and is a primary visual element in the outdoor pedestrian walkway and dining environment. The total reimbursable grant would be for \$10,000.

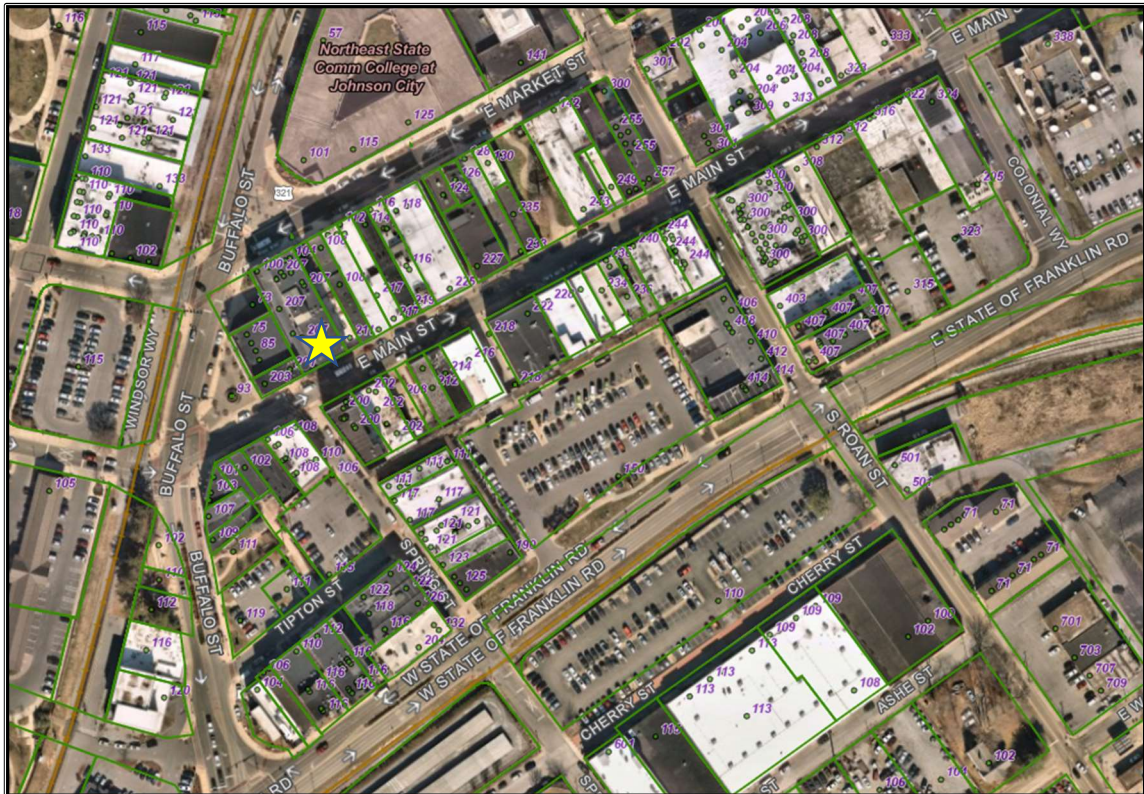
Johnson City Development Authority
TIF Advisory Committee

**Downtown Johnson City Redevelopment Plan Area
Façade Grant Funding Request**

Date: May 17, 2023

Staff: Patricia C. Oldham, AICP, TEcD, JCDA Executive Director

Tax Parcel ID	46N E 19.00
Address:	205 and 207 East Main Street
Applicant:	Beacon Federal Credit Union
Owner of Record:	Beacon Federal Credit Union
Representatives:	John Hunter of John Michael Nelms
Occupied/Vacant	Vacant
Taxes in Full	Yes
Insurance	Current
Redevelopment Plan Area Only	No
Historic Zoning District	Yes
Historic Zoning Certificate of Appropriateness Date Issued?	February 28, 2023
Primary Façade Eligible	\$10,000 (see calculations and maximums)
Revenue Generating Commercial Property or Mixed Use?	Yes – First Floor Commercial Space



Agenda Item #3.3.4.

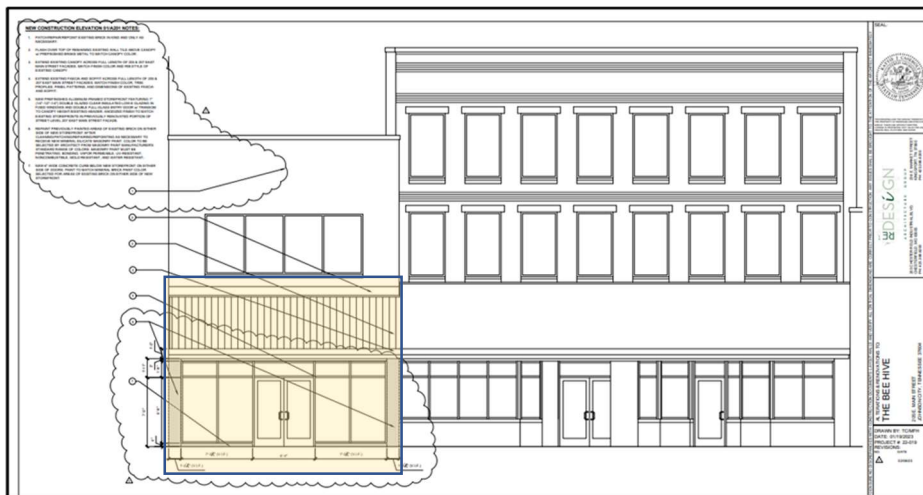


The applicant is proposing improvements to a space that has been vacant for decades to create a tenant ready space for a revenue generating business to attract downtown growth and provide services to residential and office customers. The proposed façade work would replace the existing storefront with a prefinished aluminium storefront with double glazed clear insulated windows and double entry door. The metal awning would be extended from 207 East Main Street across the full façade to 205 East main street to match existing materials and dimensions, exactly. Brick masonry repointing would be done above the awning with a repair in like and kind with additional painting to match.

The total cost of the construction would be, as estimated, \$23,219. The primary façade is eligible for up a maximum of 50% of the cost, not to exceed \$10,000, therefore, the allowable amount is \$10,000.

Façade Area	Estimated Costs (See Max %)*	Maximum %	Mutiplied by Percentage of Reimbursement from Formula	Total final amount eligible for Reimbursement
Primary Façade A	21269	0.05	10634.5	\$10,000
Street Facing Façade B	N/A	0.25 N/A		0
Street Facing Façade C	N/A	0.25 N/A		0
Total Costs			Total request =	\$10,000
Primary Facing Façade Up to \$10K				
Street Facing Side Up to \$5K				
*Excludes and labor costs	1950			

(Will nearly cover the cost of the metal roofing and the Doors and Windows as estimated)



Recommendation:

Staff recommends approval of the request for \$10,000 for masonry repairs, painting, and door and window modifications to the primary façade of 205/207 East Main Street as presented in the JCDA application and as approved by the Historic Zoning Commission.

Johnson City Development Authority

Nominating Committee

May 2023

The Johnson City Development Authority Nominating Committee met to organize for the forthcoming officer elections held during the regular August meeting. Commissioner Jones was unable to attend the most recent meeting. Per the by-laws, Section 10, the committee is chaired by Vice-Chairman Castillo. Members of the committee include JCDA Chairman H. Carr, JCDA Past Chairman R. Williams, as well as J. Jones and J. Fickley serving as the two large members. The committee will meet as needed in the coming months to develop the slate of officers for August meeting, while the Chair also may accept additional nominations from the floor.

Johnson City Development Authority

Finance Committee Report

May 2023

The JCDA Finance Committee convened at 12:30 PM on May 18, 2023, at the JCDA office, with Board of Director members Hank Carr, Jack Simpson, Ernest Campbell, Executive Director Patricia “Tish” Oldham, Finance Manager Daniel McIntosh, and Administrative Coordinator, Sydni Leonard in attendance. Absent from the meeting were members Freddie Malone and Seth Thomas.

Items reviewed included:

1. JCDA General Fund Financials
2. JCDA Special Reserve TIF Fund Financials
3. John Sevier Center Financials
4. Discussion concerning current bank cash accounts and potential interest rates
5. Discussion on the elevator fund reclassification received from the City of Johnson City
6. Discussion on amended budget for fiscal year 2023
7. Discussion on proposed budget for fiscal year 2024

The following is a summary of the meeting and review by the Finance Committee, as related to the JCDA meeting agenda items.

4.1.1 APPROVE APRIL 2023 JCDA GENERAL FUND FINANCIALS

Summary / Action

The April 2023 JCDA General Fund Financials, as prepared by the David M Ellis Firm, Certified Public Accountants were reviewed by the Finance Committee with a unanimous recommendation to accept and forward to the JCDA for approval of the financial statement. (Motion Simpson/Campbell) Motion passed.

4.1.2 APPROVE APRIL 2023 JCDA SPECIAL RESERVE TIF FUND FINANCIALS

Summary / Action

The April 2023 JCDA Special Reserve TIF Fund Financials, as prepared by the David M Ellis Firm, Certified Public Accountants, were reviewed by the Finance Committee with a unanimous recommendation to accept and forward to the JCDA for approval of the financial statement. (Motion Carr/Campbell) Motion passed.

4.1.3 FORWARD APRIL 2023 JOHN SEVIER CENTER FINANCIALS

Summary / Action

The April 2023 John Sevier Financials, prepared by LHP, were reviewed by the Finance Committee and forwarded to the JCDA for review subject to a call with LHP to clarify an expense recognition as recorded in the financials. (Motion Carr/Campbell) Motion passed.

Additional discussion included:

- The committee discussed the current interest rates for cash accounts held at Home Trust Bank. Due to changes in current market rates, the recommendation of the committee is to have staff inquire with Home Trust Bank about potential interest rate increases and the possibility of an insured cash sweep account for accounts regularly carrying over \$250,000.
- Staff shared with the committee the results of inquiring with the audit firm about how to correctly classify the funds received in July 2022 from the City of Johnson City for the John Sevier Center elevator modernization project. Direction from the audit firm led to a change in the fund classification from a received revenue passed to the John Sevier Center that originally was added to the due from John Sevier receivable to a balance sheet only entry which created a due to the John Sevier. This 'due to' or liability to the John Sevier Center is now reduced from \$400,000 to \$14,400 because \$385,600 has been expensed to elevator costs for modernization. In essence, the corrected classification treats the JCDA as a pass-through entity of the funds contributed by the City. These changes are further explained in a consolidated note to the April financial reports. Staff will request through written communication to the City for authorization to apply the unused amount of \$14,400 to the John Sevier Reserve fund.
- The committee discussed the amended budget for fiscal year 2023 and determined that it will be brought before the JCDA in June for approval.
- The proposed budget for fiscal year 2024 was discussed in committee along with the current reported budget allocation for 2024 from the City of Johnson City. The JCDA proposed budget accounts for four full-time staff and for expected costs incurred to accomplish the strategic initiatives in the new fiscal year. The difference between the requested amount and the proposed amount from the City is \$140,000. Further notes about the proposed budget can be found in the fiscal year 2024 proposed budget summary sheet.

DAVID M. ELLIS

Certified Public Accountant
Member, American Institute of
Certified Public Accountants

Member, Tennessee Society of
Certified Public Accountants

JOHNSON CITY DEVELOPMENT AUTHORITY
GENERAL FUND

FINANCIAL STATEMENTS

For the Ten Months Ended April 30, 2023

JOHNSON CITY DEVELOPMENT AUTHORITY

GENERAL FUND

BALANCE SHEET

April 30, 2023

ASSETS

Current Assets

Cash

HomeTrust Operating	\$ 112,193	
Home Trust Savings	105,180	<u> </u>

Total Cash		217,373
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Rental Security Deposits		600
Due to/From Other Funds		458,403
John Sevier Capital Repair Loan		<u>196,534</u>

Total Current Assets		<u>\$ 872,910</u>
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LIABILITIES

TIF Repayment	\$ 33,606	
Accounts Payable	2,870	
Due to JSC Elevator Fund	<u>14,400</u>	

Total Liabilities		<u>50,876</u>
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FUND BALANCES

Unassigned	<u>822,034</u>	
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Total Fund Balances		<u>822,034</u>
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Total Liabilities and Fund Balances		<u>\$ 872,910</u>
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**JOHNSON CITY DEVELOPMENT AUTHORITY
GENERAL FUND**

**STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
For the Ten Months Ended April 30, 2023**

REVENUE

Operating Revenue - City of JC	\$	340,000	
Festival Allocation		15,000	
Lease Income - Downtown Centre		10,000	
Miscellaneous Income		162	
Interest Income		335	
Total Revenue			365,497

EXPENSE

Salaries	\$	163,780	
Audit Fees		15,000	
Office Rent		13,998	
Payroll Taxes		12,469	
Health Insurance		9,325	
Internet		8,500	
Computer/IT Support		8,491	
Accounting Fees		7,966	
Property Coverage		7,587	
Outside Contract Services		7,500	
Office Furnishings		5,097	
Directors and Officers Insurance		3,966	
Conference/Education		2,905	
Office Supplies		1,791	
Flood Policy		1,460	
Cell and Office Phones		1,347	
Payroll Service Fees		1,341	
Retirement Contributions		875	
Bank Fees		775	
Worker's Compensation Insurance		397	
Miscellaneous		375	
Memberships/Dues/Subscriptions		317	
Meals & Entertainment		272	
Marketing/Advertising		104	
Legal Fees		78	
Total Expenses			275,716

Excess (Deficiency) of Revenues Over (Under) Expenditures			89,781
Fund Balances, Beginning of Fiscal Year			732,253
Fund Balances, End of Ten Months			\$ 822,034

JOHNSON CITY DEVELOPMENT AUTHORITY

BUDGET TO ACTUAL

For the Ten Months Ended April 30, 2023

	April Actual	April Budget	April Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
REVENUE						
Operating Revenue - City of JC	\$ 85,000.00	\$ -	\$ 85,000.00	\$ 340,000	425,701	(85,701)
Festival Allocation	-	-	-	15,000	15,000	-
Lease Income - Downtown Centre	1,000	1,000	-	10,000	10,000	-
Miscellaneous Income	-	-	-	162	5,100	(4,938)
Interest Income	46	133	(87)	335	1,333	(998)
Total Revenue	86,046	1,133	84,913	365,497	457,134	(91,637)
EXPENSE						
Salaries	15,917	20,629	(4,712)	\$ 163,780	\$ 206,291	(42,511)
Audit Fees	-	-	-	15,000	38,350	(23,350)
Payroll Taxes	1,241	1,700	(459)	12,469	17,000	(4,531)
Office Rent	1,933	1,933	-	13,998	13,998	-
Accounting Fees	1,000	1,167	(167)	7,966	11,667	(3,701)
Health Insurance	1,603	882	721	9,325	8,821	504
Internet	850	500	350	8,500	5,000	3,500
Computer/IT Support	356	333	23	8,491	6,333	2,158
Outside Contract Services	1,780	-	1,780	7,500	6,000	1,500
Property Coverage	2,094	-	2,094	7,587	5,800	1,787
Office Furnishings	-	-	-	5,097	10,000	(4,903)
Directors and Officers Insurance	-	-	-	3,966	600	3,366
Conference/Education	220	-	220	2,905	2,200	705
Flood Policy	-	-	-	1,460	1,800	(340)
Office Supplies	251	250	1	1,791	2,857	(1,066)
Cell and Office Phones	91	233	(142)	1,347	2,333	(986)
Payroll Service Fees	90	117	(27)	1,341	1,167	174
Retirement Contributions	-	542	(542)	875	5,417	(4,542)
Miscellaneous	80	1,247	(1,167)	375	5,891	(5,516)
Worker's Compensation Insurance	-	75	(75)	397	1,550	(1,153)
Memberships/Dues/Subscriptions	-	100	(100)	317	1,000	(683)
Bank Fees	35	42	(7)	775	417	358
Meals & Entertainment	22	25	(3)	272	250	22
Marketing/Advertising	-	275	(275)	104	2,750	(2,646)
Legal Fees	-	417	(417)	78	4,167	(4,089)
Downtown Development	-	100	(100)	-	59,000	(59,000)
Downtown Events/Programs	-	-	-	-	17,100	(17,100)
Total Expenses	27,563	30,567	(3,004)	275,716	437,759	(162,043)
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ 58,483	\$ (29,434)	\$ 87,917	\$ 89,781	\$ 19,375	\$ 70,406

JOHNSON CITY DEVELOPMENT AUTHORITY
NOTES TO THE FINANCIAL STATEMENT
April 30, 2023

In April the accounting entry that accounted for \$400,000 received from the City of Johnson City for the John Sevier Center was reclassified from a revenue to a liability. At the time issued, these funds were considered a contribution from the City of Johnson City for the elevator modernization contract at the John Sevier Center as was discussed in the June 02, 2022, City Commission meeting. These funds were initially accounted for by the JCDA in July as adding to the due from the John Sevier Center and due to the JCDA. After review by the JCDA, it was determined the funds were designated for the John Sevier Center as a contribution from the City in which the Johnson City Development Authority only acted as a pass-through entity as owners of the John Sevier Center. The \$14,400 remaining payable to John Sevier Center elevator modernization contract is what remains as not expensed of an estimated contingency amount included in the City's contribution.

DAVID M. ELLIS

Certified Public Accountant
Member, American Institute of
Certified Public Accountants

Member, Tennessee Society of
Certified Public Accountants

JOHNSON CITY DEVELOPMENT AUTHORITY
SPECIAL REVENUE FUND - TIF

FINANCIAL STATEMENTS

For the Ten Months Ended April 30, 2023

**JOHNSON CITY DEVELOPMENT AUTHORITY
SPECIAL REVENUE FUND-TIF
BALANCE SHEET
April 30, 2023**

ASSETS		
Current Assets		
Cash		
HomeTrust Bank Money Market	\$ 1,411,277	
HomeTrust Bank Downtown Centre Fund	202,710	
Eastman Credit Union Savings	<u>7</u>	
Total Current Assets		\$ 1,613,994
Accounts Receivable		
TIF Repayment	<u>33,606</u>	
Total Accounts Receivable		33,606
Other Current Assets		
TIF Debt Service Prepayment	<u>137,548</u>	
Total Other Current Assets		<u>137,548</u>
Total Assets		<u><u>\$ 1,785,148</u></u>
FUND BALANCES		
Restricted for Tax Increment Financing Projects	\$ 1,740,148	
Assigned	<u>45,000</u>	
Total Fund Balances		<u>1,785,148</u>
Total Fund Balances		<u><u>\$ 1,785,148</u></u>

**JOHNSON CITY DEVELOPMENT AUTHORITY
SPECIAL REVENUE FUND-TIF
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
For the Ten Months Ended April 30, 2023**

REVENUE	
City of Johnson City Funding	\$ 610,594
Interest Income	<u>10,279</u>
Total Revenue	\$ 620,873
EXPENSE	
Administrative	
Façade Grants	6,188
Legal Fees	155
TIF Projects	
University Edge	201,409
Debt Service	
Downtown Centre - Principal	155,230
Downtown Centre - Interest	44,277
Downtown Pavilion - Principal	109,725
Downtown Pavilion - Interest	25,167
Model Mill - Interest	31,238
Triple G - Interest	9,175
MMM Enterprises - Interest	<u>5,545</u>
Total Expenditures	<u>588,109</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	32,764
Fund Balances, Beginning of Fiscal Year	<u>1,752,384</u>
Fund Balances, End of Ten Months	<u><u>\$ 1,785,148</u></u>

**JOHNSON CITY DEVELOPMENT AUTHORITY
SPECIAL REVENUE FUND-TIF
BUDGET TO ACTUAL
For the Ten Months Ended April 30, 2023**

	April Actual	April Budget	Variance	Year to Date Actual	Year to Date Budget	Variance
REVENUE						
City of Johnson City Funding	150,997	-	150,997	\$ 610,594	527,000	83,594
Interest Income	976	-	976	10,279	2,500	7,779
Total Revenue	151,973	-	151,973	620,873	\$ 529,500	91,373
EXPENDITURES						
Façade Grants	6,188	-	-	6,188	-	6,188
Legal Fees	-	-	-	155	3,500	(3,345)
TIF Projects						
University Edge	-	-	-	201,409	199,961	1,448
Debt Service						
Downtown Centre - Principal	-	-	-	155,230	150,545	4,685
Downtown Centre - Interest	-	-	-	44,277	48,962	(4,685)
Downtown Centre-Other	-	-	-	-	4,625	(4,625)
Downtown Pavilion - Principal	-	-	-	109,725	103,950	5,775
Downtown Pavilion - Interest	-	-	-	25,167	28,639	(3,472)
Cherry Street - Principal	-	-	-	-	12,613	(12,613)
Cherry Street - Interest	-	-	-	-	5,546	(5,546)
Model Mill - Principal	-	-	-	-	60,000	(60,000)
Model Mill - Interest	-	-	-	31,238	46,538	(15,300)
Triple G - Principal	-	-	-	-	27,273	(27,273)
Triple G - Interest	-	-	-	9,175	15,208	(6,033)
MMM Enterprises - Principal	-	-	-	-	17,270	(17,270)
MMM Enterprises - Interest	-	-	-	5,545	9,193	(3,648)
Buffalo Street Boardwalk	-	-	-	-	45,000	(45,000)
Total Expenditures	6,188	-	6,188	588,109	778,823	(190,714)
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ 145,785	\$ -	\$ 145,785	\$ 32,764	\$ (249,323)	\$ 282,087

Proposed Budget for the Johnson City Development Authority for Fiscal Year 2024

The following proposed FY24 budget is an increase over the previous year's received funding with the intent to make two significant impacts to operations, based upon the fact that the JCDA is targeting four primary areas of focus and output for the benefit of downtown and the redevelopment district as part of its charge and mission. These are:

- Function as the owner of the John Sevier Center providing oversight to operations, asset management, existing HUD requirements, transferring of the HUD contract, and life safety and quality issues for residents.
- Lead the expansive redevelopment of both the John Sevier Center and the Downtown Centre and operate as the primary development agent.
- Serve as the designated downtown redevelopment plan area administrator, stewarding the TIF funds, ensuring existing debt obligations are met, new façade and TIF projects are reviewed, approved, and resourced through TIF funds not yet obligated by debt contracts.
- Serve as the primary agents working with the non-profit foundation board to achieve the objectives of merchant focused downtown events, grant money stewardship, merchant assistance, and historic preservation.

Considering these objectives, the first change is the addition of a fourth full-time staff person to ensure that staff can cover the expected personnel hours required to accomplish these objectives to an adequate and professional level. Renewing the TIF project and façade application process along with the early vacating of the Downtown Centre have added and will add increased work scope in the upcoming year. (At the time of the budget submission, \$6,000 more revenue was anticipated for FY23.)

Second, this budget change aligns costs both for personnel and administrative functions that have been critically under resourced since FY19 when the Downtown Centre lease agreement reduced its revenue from \$272,880 to \$12,000 annually, as built into the contract with NeSCC. Following the lease reduction, the revenue was not restored and supplementary allocations from the City of Johnson City were not made to address the funding gap. FY23 did see a substantial increase from a \$140,000 allocation to \$340,000, which has allowed the JCDA to continue operations, but with significant constraints. The increase remains \$100,000 below income levels ending FY18 of 474,000. Operations at \$340,000 have only been manageable due to gaps in employment due to transitions, staff not fully participating in benefits, and remaining highly diligent about expenditures and cash flow.

FY24 Budget Request from the JCDA: \$480,000

FY24 Budget Proposal from the City: \$340,000 & designated \$120,000 for John Sevier Security Costs

\$140,000 Gap between request and proposal for operations

Agenda Item #4.4.4.

Revenue	Estimated 2023	Budget 2024	Change
City of Johnson City Appropriations	\$340,000	\$480,000	\$140,000
Washington County Appropriations			
Special Events/Fundraising Events	\$15,000	\$0	(\$15,000)
State Grants or Funding			
Federal Grants or Funding			
Contributions from Individuals			
Contributions from Corporations/Foundations			
Income from Fees Charged			
Income from Dues Charged			
Income from Sales of Materials or Products			
Investment/Interest Income	\$350	\$350	
Income from Other Sources			
A. Downtown Centre Lease (July to Dec FY23)	\$12,000	\$6,000	
B.			
C.			
D.			
Total Revenue	\$367,350	\$486,350	\$119,000

Agenda Item #4.4.4.

Expenses	Estimated 2023	Budget 2024	Change
Salaries	\$205,900	\$288,635	\$82,735
Payroll Taxes	\$16,800	\$22,081	\$5,281
Benefits	\$18,420	\$35,779	\$17,359
Insurance (Bldg, Contents, Liability)	\$13,226	\$14,450	\$1,224
Operations (supplies, materials, printing, promotions, etc)	\$13,699	\$33,182	\$19,483
Rent, Mortgage	\$17,864	\$23,196	\$5,332
Transportation/Conf erences	\$200	\$3,000	\$2,800
Rehabilitation or Construction	0	0	0
Utilities (Office Phone & Internet)	\$2,400	\$1,700	0
Capital Equipment	\$4,000	\$5,000	\$1,000
Cell Phone	0	\$900	\$900
Depreciation	0	0	0
License, Permits, Bank Charges	\$500	\$500	0
Direct Assistance to Clients	0	0	0
Payments to Affiliated Organizations	0	0	0
Downtown Free Internet Access	\$9,600	\$9,600	0
Continuing Education	\$2,685	\$4,000	\$1,315
Professional Fees & Services	\$37,600	\$44,900	\$7,300
Event Support	\$15,000	0	0
Total Expenses	\$356,394	\$486,923	\$129,029

May 2023

Main Street America Program

Administered by the Downtown Johnson City Foundation, Inc 501 (c)3

Sip and Stroll Event

The Downtown Johnson City Foundation May the 4th Sip & Stroll event was a success! We pre-sold 334 tickets and 44 at the event, for a total of 378 tickets sold. Total net sales were \$5,795.40, and net revenue was approximately \$2100. These funds will be funneled back into the Downtown community through support for events and initiatives that benefit merchants. Merchants provided great feedback and suggested a few changes, so we hope to make the next event even better.

Main Street Accreditation

The Downtown Johnson City Foundation received the accreditation certificate from the National Main Street America program. The Tennessee Main Street program officials and the Executive Director completed the signed agreement that allows our program to use of the Main Street America logo and marketing kit materials for 2023 in all the publications and marketing. It also allows access to members only training materials and other resources that will benefit merchants and the board members.

Tennessee Main Street Team Training and Planning

Following the path set during the early January meeting with Downtown Johnson City Foundation staff and Chairman, Tracy Johnson, the Tennessee Main Street Director Nancy Williams and consultant Bridget Jones will be facilitating the Main Street Strategic Planning Training on May 24, 2023 from 11:30 to 2:00. The emphasis will be on the purpose of the accreditation through Main Street Program, what the Downtown Foundation's mission can be, and how we can work together as community partners to advance the Johnson City downtown economic ecosystem and the built environment for available square footage and public space use. In preparation for this session, a survey was created by the State of TN and sent to a variety of individuals in the Downtown community. The results of this confidential survey will be analyzed and presented at the training. JCDA Board, Foundation Board, City Manager, Assistant City Manager, and numerous community partners have been invited to attend. Further information will be provided about the results in the June meeting.

Fridays After 5

The Downtown Johnson City Foundation collaborative Fridays After 5 event continues to be moving in the right direction. The Chamber of Commerce Foundation's Young Professionals, the City of Johnson City, the Johnson City Development Authority and the Downtown Johnson City Foundation are working together on the event. Visit Johnson City also has provided their support.

The event will take place every Friday beginning June 9 and ending July 14 from 6:30pm to 8:30pm. The lineup is live at www.downtownjc.com. Please see the sponsors on the www.facebook.com/downtownjc, including Yee-Haw Brewing Company, Cherokee Distributing Company, State of Franklin Healthcare Associates, Eastman Credit Union, Visit Johnson City, Atlantic Ale House, Johnson City Aerial Photography LLC, Go Mini's Moving and Portable Storage, TruPoint Bank, London's Lofts, Oakwell Animal Hospital, Inspire Business Interiors, The Wilson Agency, Wise Property Solutions, Rodefer Moss & Co. PLLC of Tri Cities, and The City of Johnson City.

Road closures and the Special Event Permit for the event were approved at the May 18, 2023, City Commission Meeting. Thank you to CDJC Board Chairman, Tracy Johnson, who has worked to secure seventeen total

[Johnson City Development Authority Meeting: May 22, 2023](#)

Agenda Item #5.5.1.

sponsors for the event- a total of \$24,500 in sponsorships in a matter of weeks. The Temporary Beer Permits were approved by the Beer Board on May 18, 2023, through the Chamber's Foundation, the Young Professionals of Johnson City. Six bands were selected by City of Johnson City Special Events and then contracted through the Downtown Johnson City Foundation using a similar entertainment contract format utilized by the Johnson City Parks and Recreation department, slightly modified for use of the Downtown Johnson City Foundation needs and appropriate signatures. All contracts have been signed and returned to the bands. One dinner vendor and one frozen treat vendor will be present and downtown restaurants will be encouraged to have a Fridays After 5 to-go special for attendees. Multiple other City Departments are involved with execution: Public Works, Parks and Recreation, Fire Prevention, and perhaps even more!

Johnson City Development Authority staff have allocated a considerable amount of time. Thank you to Sydni Leonard for developing the marketing graphics and social media campaigns and coordinating a number of deliverables during the past two months. Thank you also to Finance Manager Daniel McIntosh for managing all aspects of the accounting for sponsorships, W-9s for the bands, and additional tasks when the entire staff worked to complete a task. In the coming weeks, all staff will be spending time assisting with preparations and will share some evening responsibilities during the six-week event.

Johnson City Development Authority

Annual FY23 Strategic Work Plan Discussion

May 2023

Governor Lamar Alexander signed State Private Act 1073 on April 30, 1985, to save a hollowed out, vacant downtown Johnson City. The unanimous vote by the City Commission on June 6th, thirty-eight years ago, strategically launched the Johnson City Development Authority as the mechanism in partnership with a citizen public authority to push back blight and vacancy; raise capital and generate revenue; spearhead economic reinvestment and restore the community through redevelopment construction projects in partnership with the City of Johnson City City Commission. Like today, JCDA navigated HUD financing and projects to spare the John Sevier Hotel from demolition, once rebuilding it following the fire, and also to build and later repurpose the Downtown Centre and its parking facility, three times over. JCDA has stood in the gap on tough projects and big risks. Nearly four decades later, strategic initiatives require the powers of the JCDA to “increase employment and redevelopment opportunities.” to “promote the health, safety, and welfare of the community.”

The attached strategic objectives fall within the category of the original intent and powers of the JCDA to make significant investments, take on substantial real estate matters, borrow money, accept federal funds, and redevelop any project, in essence, “to do any and all things permissible under the law consistent with the purposes of the authority” to tackle problems in the city. As JCDA, this Commission, has an obligation to develop a plan of improvement in partnership with the City of Johnson City, to undertake significant change.

During the past nearly eighteen months, the JCDA Commission has sought a revised direction, a clear focus, and a reassessment of the top targets that the JCDA must undertake on behalf of its city. The challenge has been costly to the organization fiscally and otherwise. However, the course is being reset with the five objectives for the coming year and the organization is better prepared to make decisions. Staff is recommending key objectives to the JCDA for presentation to the City Commission, as required.

Behind those objectives is the reality of substantial background effort and preparation on the part of unpaid volunteers serving on the various committees, as well as staff time and focus to support the committees and the commission through up to 70 meeting packets annually, leading 8 to 10 committees routinely, at minimum, performing research preparation and development, adhering to TIF project application requirements, responding to action items set by the Commission, in addition to property management responsibilities and maintaining a non-profit component. Yet, this is exactly why the JCDA exists. It is not the day to day routine that is its purpose, but the extra initiative to change current conditions by the efforts of citizens who leverage their time and expertise to choose objectives and a work plan that forty or fifty years later changes the trajectory of the city and impacts the lives of its citizens. With that perspective in mind, please find following objectives for review and discussion at the May 2023 meeting.

Johnson City Development Authority FY 2023 Proposed Objectives

1. **Leverage TIF as an investment catalyst to redevelop downtown through public private partnerships and prioritized Target Areas**
 - a. Define Target Areas for Investment and Revitalization
 - b. Ensure the TIF funding balance and forecast is accurate and reserves proper debt service amounts
 - c. Convene meetings with the FTDD, local lenders, SBA, and JCDA to assess potential capital packages for building owners and investors
 - d. Examine, and if eligible, apply for other revenue and funding opportunities for redevelopment capital

2. **Stabilize and Operate the John Sevier Center while JCDA/LHP Complete Housing Replacement Plan**
 - a. Maintain commercial viability of the JSC for 2 more years (Fall 2025 project construction end) to sale
 - b. Remain within budget, amend accordingly, seek revenue where possible
 - c. Payoff loan/refinance by September 2024
 - d. Maintain insurance coverage expectations for annual underwriting
 - e. Provide a secure resident environment in partnership with the City
 - f. Complete roofing systems review and repair: secure from water intrusion to protect
 - g. Ensure that major systems and equipment are operating properly with LHP
 - h. Complete 8bb voucher affordable housing transfer options for JSC residents

3. **Redevelop John Sevier Center into City Core Anchor Destination with adjacent Downtown Centre as Plan Component**
 - a. Establish and direct John Sevier/Downtown Centre Redevelopment Committee with the City as key partner
 - b. Position the John Sevier Center for sale in the marketplace
 - c. Issue RFQ and RFP to engage a redevelopment consultant with a track record in dealing with historic structures and tax credits
 - d. Parallel the sale path for redevelopment with the construction schedule for the new housing development occupancy

4. **Gain Parking and Revenue for Downtown Centre: Parking Access, Mixed Use Occupancy, & Tie the uses as supportive activity generators in relation to the John Sevier Redevelopment**
 - a. Manage, Secure, and Activate parking at the Downtown Centre to serve present parking needs
 - b. Secure tenant mix for Downtown Centre revenue, keeping JSC in long term development plan
 - c. Develop a facility use plan (operations, lighting, access, safety, etc for the Downtown Centre Parking garage, including a schedule and funding options for an exterior elevator.

- d. Determine the reasonable viability of activating first floor spaces along Market Street for mixed use first floor, street entrance spaces.
- e. Identify garage parking requirement for the John Sevier Redevelopment Project

5. Maintain the Downtown Johnson City Foundation, Inc. 501 (c)3 for non-profit, property acceptance, preservation credits, fundraising and capital development and other purposes

- a. Continue to meet the Main Street America and Tennessee Main Street program criteria as expected to ensure the accreditation of the program for Johnson City to preserve the continuity of access to resources, training, state strategic guidance, and revenue opportunities for revitalization.
- b. Contact the Tennessee Historical Commission to identify historic façade tax credits that may be paired with TIF revenue for building owners.
- c. Maintain the organization to its original intentions and mission to serve the downtown community as a resource for perpetuating the history of Johnson City through its citizens, supporting community revitalization, and examining property opportunities.