



## Downtown TIF Expenditure Policy

### INTRODUCTION

The Downtown Redevelopment and Tax Increment Financing District was approved by the City in December 2004 and by the State in March 2005.

This TIF plan provides a mechanism for the capture and reallocation of revenues (from new improvements) generated with the TIF District. As stated in the approved plan “the City’s proposal for the creation of a Tax Increment Financing (TIF) district allows incremental tax revenues be allocated toward costs incurred by the City to implement the downtown redevelopment plan.”

### PURPOSE

The purpose of this Policy is to provide a mechanism for Council review and approval of proposed TIF expenditures on a case-by-case or an annual basis.

### USE OF TIF PROCEEDS

Included in this plan are a number of activities which are deemed eligible for funding. These include:

#### ***Capital costs:***

City of Waterville eligible activities, such as:

- Acquisition of property and demolition of structures
- Parking development and debt service payments
- Construction and modification of public infrastructure, including but not limited to: sewer, water, streets, telecommunications, sidewalks, and common elevators
- Streetscape improvements, including but not limited to: streetlights and enhanced pedestrian connections in Downtown, especially to the Head-of-Falls and Hathaway areas
- Signage program
- Façade program

#### ***Financing costs:***

City of Waterville eligible activities, such as:

- Site specific Credit Enhancement Agreements
- Common elevator program
- Façade program

#### ***Professional services:***

City of Waterville eligible activities, such as:

- Procurement of engineers, architects, planners and consultants to undertake activities to implement the development program and downtown plan
- Update existing downtown plans and create new plans, as necessary

***Administrative expenses:***

City of Waterville eligible activities, such as:

- Contractual arrangements with Waterville Main Street, Waterville Development Corp. and City Economic Development that are linked to specific downtown redevelopment activities
- Costs of increased public services in the DT that result from successful implementation of the Downtown TIF, including but not limited to, increased public safety/security (police, fire, emergency), increased public maintenance (plowing, mowing, trash/litter removal), and increased utility costs.
- Marketing: collateral material, advertisements
- Promotions: events, festivals

**SUBMISSION OF EXPENDITURE PROPOSALS**

It shall be the responsibility of the City Manager to present requests for funding to the City Council. Prior to submission, the City Manager may consult with the TIF Advisory Committee, Waterville Main Street, or other affected organizations.

As much as possible, such requests should be presented on an annual basis as with the annual City budget. Approval may be sought however, for individual expenditures which may be of a one-time nature or for cases of emergency. Accounting for these activities will be within the TIF Fund.

Adopted by the City Council  
January 2, 2008  
(Resolution # 13-2008)