

**City of Marine City
Tax Increment Finance Authority
January 16, 2018**

A regular meeting of T.I.F.A. was held in the Fire Hall, 200 South Parker Street, Marine City, Michigan, on Tuesday, January 16, 2018, and was called to order at 4:00 PM by Chairperson May.

After observing a moment of silence, the Pledge of Allegiance was led by Chairperson May.

Present: Chairperson May; Board Members Bryson, Lepley, Seigneurie, Weisenbaugh; City Manager Leven; City Clerk Baxter

Absent: Board Members Babchek and Tisdale

Approve Agenda

Motion by Board Member Weisenbaugh, seconded by Board Member Bryson, to approve the Agenda, as presented. All Ayes. Motion Carried.

Approve Minutes

Motion by Board Member Bryson, seconded by Board Member Weisenbaugh, to approve the Minutes of the Regular Tax Increment Finance Authority Meeting held December 19, 2017, as amended. All Ayes. Motion Carried.

Communications

No Communications were received.

Public Comment

Keith Jenken, 809 S. Water Street, urged the Board to help with projects on the Broadway/South Parker side of the Belle River. He also suggested that the Board consider paying for an architect to research making the Guy Center ADA compliant.

Judy White, 8757 Anchor Bay Drive, Clay Township, reported that the Guy Center may be eligible for a grant through DTE.

Andrew Webb, 304 S. Main Street, said the library was exploring an electronic roadside sign and asked if the Board was interested in assisting financially with the sign. The Board directed Mr. Webb to come back with drawings and quotes.

Unfinished Business

TIFA Future Sub-Committee – Update

Board Member Lepley reported that the sub-committee had worked together on the following:

- A letter to Marine City Business Owners/Residents who may have received a grant in the past (Rental Rehab, Façade, New Business Start-up, Exterior Commercial Enhancement) asking them to speak and/or write to the City Commission opposing the dissolution of TIFA
- Highlights of Completed TIFA Projects
- TIFA Board Subcommittee Wish List and Budget Considerations for 2017-2018

Mr. Lepley asked for input from the Board to put together a targeted list to mail the letter and attachments to.

New Business Start-Up Grants – Update Business Plan Template

Chairperson May reported that he had taken a good look at the Business Plan Template that was provided with New Business Start-Up Grant applications and he said it was straight-forward and in line with what was required for a business license. He said he didn't see any reason to modify the form and pointed out that each item did not need to be addressed, the purpose was simply to make the applicant think about the items to aid in the development of their business.

Board Member Lepley reminded the Board that Mike Mancini from the Economic Development Alliance was available to help applicants with their business plan.

It was decided that the form would be easier to follow if the items were listed by bullet point, in lieu of numbering them. Chairperson May to provide revisions to City Clerk Baxter to update the template.

Friends of City Hall – Request for Financial Support

At their December 19, 2017 meeting, the Board requested that Mrs. White supply the requested invoices to the City Clerk so they may be added to the January 16, 2018 agenda packet.

City Manager Leven began the discussion reminding the Board to look at where the expenditure would fit into their development plan.

Board Member Weisenbaugh concurred with City Manager Leven and said he wasn't aware of a line item in the budget for the lighting.

Judy White, on behalf of Friends of City Hall, reported that the total amount for the lighting amounted to \$8,470, but they were only requesting financial support in the amount of \$2,000 to defray their expenses.

The Board discussed the possibility of using TIFA grants (New Business Start-Up and Exterior Commercial) to offer financial assistance to Friends of City Hall but, it was pointed out that without a business license, they were ineligible at this time.

No action taken.

Exterior Commercial Enhancement Program Application – 2 Thirty 5

At the December 19, 2017 meeting, an Exterior Commercial Enhancement Program Application from John & Dawn Neagos of 2 Thirty 5 was reviewed. Because the provided invoice did not include a date of when the work was completed on the building (gutters, downspouts, and paint), the Board asked that the applicants provide a dated invoice to the City Clerk, and attend the meeting in case any questions arose.

The invoice was provided with a date of November 6, 2017, and the applicants confirmed that the building had been updated with new gutters, downspouts, and paint.

Motion by Board Member Weisenbaugh, seconded by Board Member Seignurie, to approve the Exterior Commercial Enhancement Program Application for John & Dawn Neagos of 2 Thirty 5, in the amount of \$1,000.00 for exterior improvements made to their building. All Ayes. Motion Carried.

Improvements to M-29/South Parker Corridor

Board Member Weisenbaugh asked that the item be brought back to the February 20, 2018 meeting.

New Business

2018-2019 Budget Workbooks

Preliminary 2018/2019 budget workbooks were distributed. A sub-committee consisting of Chairperson May, Board Member Weisenbaugh, and Board Member Seigneurie to meet with Treasurer Mary Ellen McDonald and bring back a proposed budget at the February 20, 2018 meeting for discussion and approval.

Financial Business

Invoice Approval

Motion by Board Member Bryson, seconded by Board Member Weisenbaugh, to approve McBride-Manley Invoice #12013 in the amount of \$4,235.00. All Ayes. Motion Carried.

Motion by Chairperson May, seconded by Board Member Seigneurie, to approve a Resolution that approves the Fund Transfer from TIFA #1 Fund to the General Fund in the amount of \$10,600.00; Resolution No. 001-2018. All Ayes. Motion Carried.

Motion by Board Member Seigneurie, seconded by Board Member Bryson, to approve a Resolution that approves the Fund Transfer from TIFA #2 Fund to the General Fund in the amount of \$13,075.00; Resolution No. 002-2018. All Ayes. Motion Carried.

Motion by Board Member Seigneurie, seconded by Board Member Bryson, to approve a Resolution that approves the Fund Transfer from TIFA #3 Fund to the General Fund in the amount of \$49,000.00; Resolution No. 003-2018. All Ayes. Motion Carried.

Preliminary Financial Statements

Motion by Board Member Weisenbaugh, seconded by Board Member Lepley, to accept and file Preliminary Financial Statements for November, 2017. All Ayes. Motion Carried.

Adjournment

Motion by Board Member Bryson, seconded by Board Member Seigneurie, to adjourn at 4:56 pm. All Ayes. Motion Carried.

Respectfully submitted,

Kristen Baxter

Kristen Baxter
City Clerk