Tax Increment Finance Authority MEETING - March 9, 2023
7:00 PM

CALL TO ORDER

The meeting was called to order by Chairman Hughes.

ROLL CALL

The following were present: Boardmembers Anton, Chamberlain, Cousineau, Distel, Mullen, Robson, Secord, Vice Chair Ralstrom and Chairman Hughes.

Also present: Warren Rothe, TIFA Director and Assistant City Manager; and Kevin Kilby, City Attorney.

Excused Absence: Boardmembers King-Piepenbrok and Tompkins.

APPROVAL OF MEETING MINUTES

Motion by Boardmember Cousineau, seconded by Boardmember Anton, to approve the January 12, 2023 minutes.

AYES: Boardmembers Anton, Chamberlain, Cousineau, Distel, Mullen, Robson, Secord, Vice Chair Ralstrom and Chairman Hughes.

NAYS: None

ABSENT: Boardmembers King-Piepenbrok and Tompkins.

PUBLIC COMMENT

No public comments were made.

UNFINISHED BUSINESS: REVIEW OF MARYLAND/LAKEPOINTE LOT SITE PLAN

Director Rothe presented an update on the Maryland/Lakepointe parking lot site plan and answered questions from Boardmembers.

UNFINISHED BUSINESS: CONSIDERATION OF FINANCING AGREEMENT

Motion by Boardmember Cousineau, seconded by Chairman Hughes, to accept the recusal of Boardmembers Chamberlain and Secord..

AYES: Boardmembers Anton, Cousineau, Distel, Mullen, Robson, Vice Chair Ralstrom and Chairman Hughes.

NAYS: None

ABSENT: Boardmembers King-Piepenbrok and Tompkins.

RECUSED: Boardmembers Chamberlain and Secord.

Motion by Boardmember Cousineau, seconded by Boardmember Ralstrom, to approve the financing agreement.

AYES: Boardmembers Anton, Cousineau, Distel, Mullen, Robson, Vice Chair Ralstrom and Chairman Hughes.

NAYS: None

ABSENT: Boardmembers King-Piepenbrok and Tompkins.

RECUSED: Boardmembers Chamberlain and Secord.

UNFINISHED BUSINESS:
REVIEW OF POINTE HARDWARE LOT SITE PLAN

Working with a local architect, a preliminary site plan was prepared for the gravel lot located behind Pointe Hardware. The design takes into account the existing DTE pole with its anchoring wire. 8 spots are proposed to be added, with decorative landscaping to be placed around the property. In order to proceed with the project, the services of an engineer will need to be solicited to prepare a final design, bid documents, and provide construction oversight. Engineering services could be solicited with the use of an RFP.

The City Engineer and the City Building Official, newly constructed parking lots can typically cost $10,000 per spot. Engineering services will need to be secured to finalize the design and prepare the necessary bid documents. Given the need for engineering work, and unknowns, the preliminary budget figure for this project is estimated at $100,000. The TIFA Board advised Director Rothe to reach out to the City Engineer to solicit bids for the work to be completed.

NEW BUSINESS:
CONSIDERATION OF THE PRELIMINARY FISCAL YEAR 2024 BUDGET

The preliminary Fiscal Year 2024 Budget was presented for consideration. Revenues and expenditures were balanced. The budget was created using input and ideas submitted by TIFA Boardmembers. Director Rothe and Chairman Hughes thanked all for submitting their ideas as they greatly aided in generating the proposed budget.

Per Public Act, 57 of 2018, before the budget can be adopted by the TIFA Board, the governing body of the municipality must approve the budget. Therefore, staff will present a final budget to the Board to consider after the City Council approves it at the May 8th regular City Council meeting.

Motion by Boardmember Mullen, seconded by Boardmember Cousineau, to amend the proposed budget to increase the Residential Programs/Grants from $160,000 to $170,000 and decrease the Future Project Fund from $125,000 to $115,000, and recommend the amended preliminary budget to be submitted to the City Council for final approval.

AYES: Boardmembers Anton, Chamberlain, Cousineau, Distel, Mullen, Robson, Secord, Vice Chair Ralstrom and Chairman Hughes.

NAYS: None

ABSENT: Boardmembers King-Piepenbrok and Tompkins.

ADJOURNMENT

Motion by Boardmember Cousineau, seconded by Boardmember Anton, to adjourn the meeting.

AYES: Boardmembers Anton, Chamberlain, Cousineau, Distel, Mullen, Robson, Secord, Vice Chair Ralstrom and Chairman Hughes.

NAYS: None

ABSENT: Boardmembers King-Piepenbrok and Tompkins.

With no further business, the meeting adjourned at 8:08pm.