



CITY OF HART
407 S. STATE ST.
HART, MI 49420

TAX INCREMENT FINANCE AUTHORITY (TIFA)

October 17, 2023, at 1:00 pm

MINUTES

Call to Order: Windell called the meeting to order at 1:01 pm. Voice rollcall was then taken.

Members Present: Tracey Lipps, Scott Hegg, Gale Goldberg, Deborah Windell, Nichole Kleiner, Amy Trudell, Caleb Griffis

Members absent: Bill Hegg

Others present: Tom Osborn, chair of the United Congregational Church, 408 S State St

Approval of Agenda: Motion by Trudell, supported by Lipps to approve the amended agenda. Motion carried.

Public Comments: Tom Osborn introduced himself as chair of the United Congregational Church and explained that the church board has made the decision to close its doors after their last service on Christmas Eve 2023. The board would like to gift the church to an organization who will see that it's use benefits the community. Osborn offered the church to the TIFA Board.

September Minutes: Motion by Motion by Windell, supported by S Hegg to approve the September minutes. Motion carried.

Financials: Motion by Trudell, supported by S Hegg to approve the September financials. Motion carried.

Action Items:

- a. **United Congregational Church Building Acquisition** – Recapping what Osborn stated under public comment, Nichole shared her Request for Action Summary which explains that the offer includes the handicap accessible 2-floor congregation with a lower level community gathering space and kitchen, a one-floor building to the south used as a nursery, and the two-story house to the south with a parking lot. The roofs on all three buildings are new within the last 5-8 years, HVAC new 8 years ago and serviced regularly. The church figured that the buildings will cost \$15-20k annually to maintain. TIFA would be responsible for utilities, maintenance, lawncare, snow removal, and maintaining the elevator license. Stating Part 4, Section B8 of the TIFA 2021 Development Plan, Nichole recommended TIFA purchase and maintain the buildings for up to 2 years. During that time, TIFA would actively seek preferred development. If that does not occur within 2 years, TIFA would list the property for sale to regain the cost incurred to maintain the building. The board then discussed possible uses to include indoor concerts, movies, fundraisers, workshops, a community center, art, entertainment, enrichment, a youth center, a recording studio, theme parties, a theatre, arts center, college access, extension of city hall offices. S Hegg suggested we take time to think about the offer. Nichole shared the sense of urgency in that waiting until the November or December meeting puts the church in a difficult position. After discussion, motion by Windell to acquire 408 S State Street for \$1.00, supported by Trudell. Motion carried. Nichole agreed to proceed with preparing the necessary paperwork to transfer the property.

Goldberg arrived at 1:40 pm.

- b. **Request to Rent Middle Building on Ceres Property** – Matt Adams asked if TIFA would consider renting the middle building to him for storage. After discussion, it was decided that the building is similar in size to the building rented to Morningside Pallet Merchandise for \$700/mo. The board agreed to rent the middle building for \$700/month.
- c. **Clarification of Property Improvement Grant Request for 39 S State St \$7,678.40** – TIFA voted in September to authorize a Property Improvement Grant to Lakeside Family Fitness in the amount of \$7,678.40 for replacement of upper level windows but needed clarification of the actual estimates provided. The estimates appeared to include expenses reimbursed in the grant issued to Lakeside in 2022. Windell provided itemized statements and photos. With no further questions, the board agreed to accept the itemized quotes.
- d. **TIFA Account Debit Card** – Nichole advised that it would be easier for accounts payable if TIFA had its own debit card for online purchases. Goldberg was concerned there may be a spending limit, knowing that many of the grant purchases exceeded \$5,000. Motion by Goldberg, supported by Trudell to authorize a TIFA account debit card that allows purchases above \$5,000.
- e. **Christmas Décor Budget** – Nichole requested that the holiday décor budget be increased from \$5k to \$10k to allow for the purchase of 40-ft of lights that read "Seasons Greetings" to place along the fence at the fairgrounds.

S Hegg felt the letters would not be seen as that is where snow gets plowed from the road. S Hegg also felt that the budget should not be amended mid-year and that consideration could be taken next year. Item tabled.

Discussion Items

1. **Ceres Update** – Nichole reported that she applied to the MEDC for a grant to cover the cost of hiring a consultant to walk our board and community through every step of the process to achieve a complete Request for Proposals including renderings of what the community would like to see it look like, a complete survey, public input sessions, etc.
2. **Sidewalk Project Update** – Nichole explained that she needs to walk the TIFA sidewalks and determine which need replaced in order to be able to prepare a Request for Bids. Nichole asked board when they'd like to see requests go out and it was recommended by S Hegg to post before the end of the year due to the high demand of contractors.
3. **Informational Meeting** – Nichole advised that in accordance with the Public Act, TIFA's second informational meeting has been scheduled for October 24, 2023 at 10:00 am. The board is not required to attend and it is no business will be conducted, it is for informational purposes only to inform the public of TIFA's purpose, financials and completed and proposed projects.

Communications From Members: Windell asked what the status of the dumpster enclosures was. Nichole advised that DPW is currently constructing the enclosure and that the dumpster could be delivered shortly after for the south half of the parking lot. There has been no appropriate location determined for the north lot.

Adjournment: Meeting adjourned at 2:26 pm.

The next regularly scheduled meeting is November 21, 2023 at 1:00 pm.

Respectfully submitted Nichole Kleiner, TIFA Administrator