



City of Hart, Michigan

TIFA Board

January 17, 2023, 1:00 PM

Hart City Hall Community Center, 407 State Street, Hart, Michigan

NOTICE OF PUBLIC MEETING

TIFA Agenda

1. Call to order
2. Roll Call; B. Hegg, G. Goldberg, Tracey Lipps, Nichole Kleiner, Deborah Windell, S Hegg, Amy Trudell
3. Approval of Agenda
4. Public Comment
5. Approval of November 2022 Minutes
6. Approval of November 2022 Financials
7. Action Items
8. Discussion Items
 - a. One-Year Review of Event Coordinator Position
 - b. Prein & Newhoff Streetscape - next step would be to have a stakeholder meeting in February followed by the community workshops
 - c. Member poll on pop-up shop locations, tin man location & tin man position
 - d. Project Updates
9. Member Comment
10. Adjournment - *next regular meeting February 21, 2023*



MINUTES

Call to Order: Windell called the meeting to order at 1:30 pm. Voice rollcall was then taken.

Members Present: Tracey Lipps, Scott Hegg, Amy Trudell, Gale Goldberg, Deborah Windell

Members absent: Bill Hegg

Others present: Nichole Kleiner, Rob Splane, Barbara Marczak & Matt Levandoski – Prein&Newho

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

Public Comments: none

October Minutes: Motion by Goldberg, supported by Trudell, to approve the October 2022 minutes. Motion carried.

Financials: Motion by Lipps, supported by Trudell to approve October 2022 financials. Motion carried.

Action Items: none

Discussion Items

1. Prein & Newhoff Streetscape Discussion –

- Introductions - TIFA and P&N introduced themselves
 - i. Barbara Marczak is the overall Project Manager for Prein&Newhof and is responsible for project administration, scheduling, and costs
 - ii. Matt Levandoski is the Landscape Architect and will be leading the conceptual design effort Others from Prein&Newhof Team will
- Communications
 - i. Main communications will go through Nicole Kleiner for City/TIFA
 - ii. Copy Barbara Marczak and Matt Levandoski for Prein&Newhof
- Schedule
 - i. City Goal – 2025/2026 construction
 - ii. Late summer Fall of 2023 for final presentation
- Background Information
 - i. City has some previous studies available and can provide to Prein&Newhof
 - 1. MSU First Impressions Assessment
 - 2. Economic Development study
 - 3. Nicole will gather the reports – some are on City website
 - 4. McKenna has recently been hired as a planning consultant for the city
- Stakeholder/Community workshop meetings
 - i. After discussion with the group – first stakeholder meeting likely to be in early 2023 Key business owners
 - ii. How many – 10 to 15 people?
 - iii. Community workshop – broader – community members, residents, visitor
 - iv. Have one workshop after snowbirds come back May
 - v. Community workshop 2 – review concepts – 2D and 3D views
 - vi. Could possibly use join by phone option
- Presentation by Matt Levandoski
 - i. Reviewed ideas from other communities (with photos in PowerPoint) and existing Hart conditions
 - ii. Many opportunities in Hart good “bones,” pedestrian areas, historic area, wide ROW
 - iii. Hart needs more parking – angled parking can add more spaces
 - iv. Gateway – wayfinding signs- branding throughout
 - v. Existing Hart downtown has some opportunities
 - vi. Trees – right trees can add nice canopy to make a cozy feel
 - vii. What would you like to see or not look like in 10 years?
 - viii. Gail – liked trees – spaced properly, further from buildings, containers with colorful flowers Don’t want to see trash containers/dumpsters
 - ix. Don’t like to see utilities –
 - x. Can we get access from the water – docks?
 - xi. Fountain in the lake
 - xii. Art elements – with benches, planters
 - xiii. Downtown walkability could be improved

- xiv. Bump outs for dining
- xv. Emphasize Hart Montague trail
- xvi. Mentioned alley on west side – was built organically – likes it
- xvii. Vacate alley – more social space
- xviii. Artistic elements
- xix. Heated sidewalks – use power plant, use lake water, need to be mindful of lake temperatures (city has a consent order against warming)
- xx. Gateway – Polk Road and State
- xxi. Setback on Polk road – needs more sense of community – more walkable – less industrial looking
- xxii. TIFA just approved signage – wayfinding signs approved
- xxiii. Need more parking – downtown business district – not enough
- xxiv. Next to Hart commons – especially summer
- xxv. Gateway should mimic Hart Commons
- xxvi. Need a band shelter at Hart commons– need to see lake but protect bands (like an amphitheater – 40 by 20 at City of Ludington next to Marina - maybe a little smaller)
- xxvii. P&N has a rendering along the lake from a previous project
- xxviii. Safer crosswalk for kids –
- xxix. Main/State – slow traffic – roundabout?
- xxx. Fairgrounds area - Existing sign entering on Polk – too small – too set back, odd location – does tie into – sidewalk by Polk
- xxxi. East gateway –
- xxxii. 4 to 5 main entrances to Hart –
- xxxiii. Polk Rd, Main St, from the north,
- xxxiv. Ceres – - TIFA to try to obtain site – not sure what redevelopment will be - maybe repurpose building – retail?
- xxxv. Discussed the creeks and lake – water feature
- xxxvi. Hart and E main-
- xxxvii. Johnson is the end of MDOT road
- xxxviii. Start downtown area at Jefferson
- xxxix. Create Blvd ?
 - xl. Poles – some are black and some are brown – prefer all one color
 - xli. Add bike lanes
 - xlii. Art work in the cross walk of intersection
 - xliii. State and Washington lights – may need to be replaced – now on flashing
 - xliv. May change from the center hanging style
 - xlv. Courtland st
 - xlvi. Incorporate traffic flow into planning
 - xlvii. Parking lot – main street – get complaints about not enough parking
 - xlviii. Walker building will become some parking
 - xlix. Can we get a more efficient flow in the alley parking area
 - I. Parking areas – ages?
 - li. Storm drainage issues in alley
 - lii. Mexican restaurant and Heggs have some flooding issues – Larsen’s also used to have some problem – found a buried storm drain
 - liii. Alley trash container consolidation would be good
 - liv. State and Main – a third is permeable pavement
 - lv. Historic district museum
 - lvi. Also Historic downtown
 - lvii. Main and Water – original building
 - lviii. Shortening cross walks
 - lix. Improve alleys
 - lx. Trees – less trees, move away from the building, maybe bigger
 - lxi. Figure out who to have at stakeholder workshop
 - lxii. Maybe use polling from home
 - lxiii. Public events – what streets get closed
 - lxiv. Farmer’s market?
 - lxv. State street – between Washington and Main – one way with plaza idea

- Next Steps:

- i. Nicole to provide previous reports/studies to P&N
- ii. Determine date for first stakeholder meeting (January?) and who to invite – City
- iii. Determine dates for Community Workshops

Communications From Members: none

Adjournment: Motion by S Hegg, supported by Lipps, to adjourn the meeting at 3:05 pm. Motion carried.

The next regularly scheduled meeting is December 20, 2022, at 1:00 pm.

Respectfully submitted Nichole Kleiner, Community & Economic Development Director

THE HUNTINGTON NATIONAL BANK
 PO BOX 1558 EA1W37
 COLUMBUS OH 43216-1558



CITY OF HART
 TIFA ACCOUNT
 407 S STATE ST
 HART MI 49420-1259

Have a Question or Concern?

Stop by your nearest
 Huntington office or
 contact us at:

1-800-480-2001

www.huntington.com/
 businessresources

Huntington Public Funds Hybrid Checking

Account: -----9172

Statement Activity From:
 12/01/22 to 12/31/22

Days in Statement Period 31

Average Ledger Balance* 381,063.67
 Average Collected Balance* 381,063.67

* The above balances correspond to the
 service charge cycle for this account.

Beginning Balance	\$383,278.77
Credits (+)	1,912.31
Regular Deposits	1,912.31
Debits (-)	3,382.00
Regular Checks Paid	3,382.00
Ending Balance	\$381,809.08

Deposits (+)

Account:-----9172

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
12/08	274.38	tax disbursement	Remote	12/16	1,637.93	tax disbursement	Remote

Checks (-)

Account:-----9172

Date	Amount	Check #	Date	Amount	Check #
12/02	3,382.00	1086 Holiday Banners			

(*) Indicates the prior sequentially numbered check(s) may have 1) been voided by you 2) not yet been presented 3) appeared on a previous statement or 4) been included in a list of checks.

Balance Activity

Account:-----9172

Date	Balance	Date	Balance	Date	Balance
11/30	383,278.77	12/08	380,171.15		
12/02	379,896.77	12/16	381,809.08		

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REQUEST FOR CONTINUED FUNDING

Request for continued funding for position of *Community Event Coordinator*
Year 2023

Dear TIFA Board,

I am writing to you to request continued funding to support my position with the Hart Economic and Redevelopment Team as the Community Event Coordinator.

I would be grateful if you continue supporting my position by contributing to expenses that will be incurred. Thank you in advance for your consideration.

Kind Regards

Erin Stotler
Community Events Coordinator
Economic and Redevelopment Team
City of Hart

2022 Yearly Accomplishments as Community Event Coordinator

Winterfest - Soup walk

- Reaching out to Hart's restaurants with event details with continued communication
- Creating punch cards for the event
- Ordering materials needed
- Delivering each restaurant materials needed
- Creating advertisement
- Approval by Health Department
- Counting votes
- Purchasing trophy
- Day of delivery for extra materials
- Pass out and hang up flyers

Thrift Crawl

- Reaching out to thrift stores with event details with continued communication
- Create advertisement
- Creating punch cards for event
- Pass out and hang up flyers
- Deliver materials and day of information to participating businesses
- Drawing of punch cards for winner
- Mailing out winner prize
- Pass out flyers

Maker's market (Thursdays on Main)

- Create guidelines and application
- Sending application out to known vendors
- Weekly booth placements and sign up
- Raffle items during music
- Advertisement
- Communication with vendors

Music on the commons (Thursdays on Main)

- Review and rate all applications
- Created contracts for each performer
- Sent out contracts to all performers
- Met with each band/performer before performance to deliver check and introduce myself
- Welcome speech each week
- Set out yard games

- Reach out to weekly performer with day of details
- Pass out and hang up flyers
- Hart sparks. Vendors, contracts
- Sponsorship requests

Hart sparks

- Finding food trucks to reach out to
- Contracts sent to food vendors
- Communication with Wolverine
- Contract with Grace Adventures
- Communication with Grace Adventures
- Reach out to non-profits and organizations
- Logistics meeting
- Sponsorship request
- Vendor placements
- Event permit
- Advertisement

National asparagus festival – line dance

- Attend NAF board meeting
- Created a list of potential additional events
- Reach out to line/swing dance instructors in the area
- Negotiated pay
- Contract
- Continued communication with instructor

Halloween Business Storefront Decorating Contest

- Create flyer
- Create sign up
- Reach out to downtown businesses. Email and walk-ins
- Take pictures of storefronts that weren't emailed over
- Post pictures on Facebook page for voting
- Sent winner prize

Downtown Trick or Treating

- Reached out to downtown businesses for participation
- Created flyer
- Sent out Jack-o-lantern picture to display in storefront for participation
- Partnered with COVE for a trunk or treat downtown
-

Business/Residential Holiday Decorating Contest

- Create advertisement
- Create sign up
- Reach out to businesses and community members
- Create map for community with participating houses/businesses
- Put yard signs at each stop
- Post pictures on Facebook for voting
- Mailed gift cards to winners

Other:

Attended business after hours to promote our events. Attended Hart Project meetings and assisted with Tin Man and Art Walk. Built professional relationships with business owners, community members. Facebook Snowman contest, event calendar, planning for 2023.

Pay #	Hours Wkd	Pay Date	30	Running Total
528	22	1/20/2022	8	8
529	24	2/3/2022	6	14
530	36.5	2/17/2022	-6.5	7.5
531	17.5	3/3/2022	12.5	20
532	21.5	3/17/2022	8.5	28.5
533	26	3/31/2022	4	32.5
534	22.5	4/14/2022	7.5	40
535	28	4/28/2022	2	42
536	25	5/12/2022	5	47
537	26	5/26/2022	4	51
538	13.5	6/9/2022	16.5	67.5
539	31.5	6/23/2022	-1.5	66
540	34	7/7/2022	-4	62
541	32	7/21/2022	-2	60
542	23.5	7/31/2022	6.5	66.5
543	23.5	8/18/2022	6.5	73
544	23.5	9/1/2022	6.5	79.5
545	7.5	9/15/2022	22.5	102
158	14	9/29/2022	16	118
159/160	12	10/13/2022	18	136
161	0	10/27/2022	0	136
162	20	11/10/2022	10	146
163	19.5	11/24/2022	10.5	156.5
164	26.5	12/8/2022	3.5	160
165	27	12/22/2022	3	163
166	0	1/5/2023	30	193

CONTRACT:

- 15 hrs/week (780 hrs/year)
- Salary = \$16,000/year
- \$20.51/hr

ACTUAL:

- 10.71 hrs/week (557 hrs/year)
- Salary = \$16,000/year
- \$28.73/hr

HART WINTER FEST

WHEN

Friday & Saturday
February 3–4, 2023

WHERE

Hart, Michigan

MORE INFO

takemetohart.org



FRIDAY:

BROOMBALL TOURNAMENT

Parking lot North of LaProbadita
FREE for pre-registered players
• 6:30pm | Bring your own gear
AFTER PARTY AT HART PIZZA

SATURDAY:

FARM BUREAU FISHING TOURNAMENT

West Michigan Research Center
\$20 | two-person teams
FREE for Farm Bureau members
• 6am | Registration
• 3pm | Weigh-in
Fish on any Michigan Lake
RAFFLE · MEAL · CASH PRIZES

VINTAGE SNOWMOBILE AND SWAP MEET

Oceana County Fairgrounds
Snowmobile trail access – open
• 9am – 3pm
BUY · SELL · TRADE · CONCESSIONS

SOUP WALK

Downtown Hart | 8 Locations
\$5 Punch Card = 8 Soup Samples
• 11am – 2pm
Purchase punch card at Morningside Pallet Co
limited to the first 175 tickets
VOTE AT LAST STOP

FROZEN TIN MAN WINTER GOLF OUTING

1774 W Polk Rd, Hart
\$35 per player
• 12pm | Registration
• 1pm | Shotgun Start
**3 TENNIS BALLS · RAFFLE · MEAL
CASH PRIZES**