



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

TAX INCREMENT FINANCE AUTHORITY (TIFA)

January 17, 2023 at 1:00 pm

MINUTES

1. **Call to Order:** Windell called the meeting to order at 1:00 pm. Voice rollcall was then taken.
2. **Roll Call: Members Present:** Tracey Lipps, Scott Hegg, Gale Goldberg, Deborah Windell. **Members absent:** Bill Hegg, Amy Trudell
Others present: George Saddler
3. **Approval of Agenda:** Motion by Goldberg, supported by S. Hegg to approve the agenda. Motion carried.
4. **Public Comments:** None
5. **December Minutes:** Motion by Goldberg, supported by Lipps, to approve the December 2022 minutes. Motion carried.
6. **Financials:** Motion by Lipps, supported by S. Hegg to approve December 2022 financials. Motion carried.
7. **Action Items:** Motion by Goldberg, supported by S. Hegg to authorize Nichole Kleiner to apply for the \$25,000 Match on Main Grant through the MEDC. Motion carried.
8. **Discussion Items**
 - a. **One year review of event coordinator position**

Board was presented with a 12-month summary of Erin Stotler's hours as City's Event Coordinator, funded by TIFA. The report summarized a total of 557 hours worked; 223 hours short of the contracted amount of 780 hours per year. This resulted in an average pay rate of \$28.73/hour, \$8.22 more per hour than the contracted amount. After discussion, the board concluded that the Event Coordinator contract would be renewed for 6 months with the condition that "hours do not exceed 15/week and pay does not exceed \$20.51/hr." Ideally, the board would like to see the position work the full 15 hours per week by adding more Hart events, sponsorships, volunteers, and communicating/building relationships with local businesses, which was the intent of creating the position. Other suggestions were for the event coordinator to have an "Event Coordinator" t-shirt so she could be recognized at events, to be available at regular times at city hall, and to track what is being worked so board can better understand.
 - b. **Prein & Newhoff Streetscape** – Nichole reported that next step would be to have a stakeholder meeting in February. Several board members indicated that they would not be available in February so in addition to scheduling the stakeholder meeting for March, it was decided to cancel the February TIFA meeting due to lack of agenda.
 - c. **Member Poll on Pop up Shop and Tin Man Locations** – Nichole presented board with two locations for 6 chalet/sheds that will be placed downtown and rented as retail incubators (Hart Commons Parking Lot and Walkers Parking Lot). After discussion, the board's recommendation was to place the chalets in parking lot #2 which is located next to LaProbadita. Nichole indicated that since this was grant funded, that might not be an option. Board was presented with three options for the tin man's position and how he should be holding the heart. The majority favored the kneeling position, holding the heart, looking at it.
 - d. **Project updates** – Nichole updated board on Ceres Property sharing that the title office was unable to insure two small parcels so our legal team is working on how to proceed with a quiet title.
9. **Member Comments:** Nichole asked board if they would allocate \$1500 towards flowers at the Commons in 2023 along with flowers in the parking lots behind NAPA and Lakeside Fitness. The board was in favor of seeing this as an action item in March. Tracey Lipps asked if the city could return the area to the west of her building to a no-maintenance area. She no longer wants perennials there because she cannot maintain them.
10. **Adjournment:** Motion by S Hegg, supported by Lipps, to adjourn the meeting at 2:54 pm. Motion carried.
11. After meeting was adjourned, George Saddler commented on the pop-up shops noting that he did not want them in the Hart Commons Parking Lot. He also asked if TIFA could help get the water fountain at the bathrooms replaced, it has been missing for a long time.

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

Respectfully submitted Nichole Kleiner, Administrator