



MINUTES

Call to Order: Goldberg called the meeting to order at 1:02 pm. Voice rollcall was then taken.

Members Present: Nichole Kleiner, Amy Trudell, Caleb Griffis, Gale Goldberg, Tracey Lipps

Members absent: Deborah Windell, Bill Hegg, S Hegg

Others present: Mark Hamersma

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

Approval of February 21, 2024 Minutes – motion by Lipps, supported by Griffis to approve the Jan 6th minutes. Motion carried.

Approval of February Financials – Nichole reviewed the financial reports. TIFA's checking balance is \$394,352.09. Motion by Trudell, supported by Lipps to approve the February financials.

Public Comments: No public comment

Action Items:

Review proposals for 408 State St – Nichole reviewed the two proposals for future use of the Congregational United Church stating that Mark Hamersma's proposal was to acquire all three parcels, convert the church into multi-unit apartments, fix up and rent or sell the house and demolish the middle building for State Street access/drive to garage. Jake Tufts proposal is to relocate his state farm business into the house/offices and work with a church or other non profit to use the church and middle building.

Hamersma introduced himself and shared that he has been working with an architect in Grand Rapids who has converted two churches into apartments. The architects think it may be possible to put a second floor in the main building. His goal is to eliminate the need to interior hallways by giving each tenant outside access through the existing 5 entrances. Hamersma shared that he has developed other properties including Pentwater Place, Madison Place (35 lots). Hamersma answered questions from the board explaining that his intent is to preserve the stained glass windows as much as possible, and that the apartments would not be low income. Incentives were discussed to help him develop the property including tax abatements and MEDC Build MI Community Grant. Hamersma left the meeting at 1:16 pm and at that time the board asked Nichole to get an appraisal on each parcel and the property as a whole.

Increase 2024 flower budget to \$5,000 for the purchase of 20 more flower pots to extend along Main Street, more annual flowers, soil, etc. Nichole explained that the Cutters were willing to continue watering the hanging baskets in 2024 and are willing to plant the annual flowers at Hart Commons, plant & hang all of the hanging baskets adding 20 more this year along with additional annual flower beds. Motion by Trudell, supported by Lipps to increase the 2024 flower budget from \$3000 to \$5000. Motion carried.

Discussion Items

Authorize TIFA Administrator to open a high interest saving account and transfer TIFA funds in the amount of _____ to ensure all funds are FDIC insured. In response to the board's request to transfer a portion of the account balance to ensure it is FDIC insured, Nichole shared that the city had recently moved money into a high interest

savings account offering 5% interest and suggested the board considered that option. Griffis asked how frequently the interest accrued & Nichole agreed to find out. Trudell suggested transferring \$175,000 from the TIFA account and leaving the rest in the Huntington account. Nichole agreed to research and present as an action item.

TIFA Credit Card Resolution – Nichole presented a second draft of resolution 2024-01 to obtain a TIFA credit card from the Huntington for purchases in an effort to eliminate bookkeeping steps when TIFA uses the city’s card and a reimbursement transaction must be created/processed. The new draft will remove Goldberg, Hegg and Lipps as authorized signers and replace with Nichole Kleiner leaving Karla Swihart as the “contact” for checks and balances on the account. Board supported the resolution with proposed changes.

Create a new budget item “Extension College Infrastructure Fund” and allocate \$150,000 from 2023 & 2024 streetscape budgets. Nichole asked the board if they would consider supporting reimbursements to West Shore Community College for infrastructure work required to upgrade the façade, parking lot, lighting, curbs, etc up to \$150,000. After reviewing the budget, the board agreed to proceed with considering this as an action item at the May meeting.

Public Comment –

Communications From Members: Trudell thanked Goldberg for running the meeting.

Adjournment: Meeting adjourned at 2:07 pm

Respectfully submitted Nichole Kleiner, TIFA Administrator