



# **CITY OF HILLSDALE**

## **Tax Increment Finance Authority TIFA** **Special Meeting** **3<sup>rd</sup> Floor City Hall** **February 6, 2018**

### **I. Discussion commenced 7:41 am**

Due to lack of quorum, the items on the agenda were discussed with the anticipation of achieving quorum once the City Clerk arrived so that recently appointed members Mr. Stuchell and Mr. Robinson could be sworn in. Both were available during the discussion.

### **II. Swearing in at 8:27 am**

Greg Stuchell and Kelly Robinson sworn in prior to calling meeting to order to achieve quorum.

### **III. Call to Order at 8:31 am**

- A. Members Present: Chris Sumnar, Cindy Bieszk, John Spiteri, Andrew Gelzer, Kathy Newell, Councilman Greg Stuchell, Kelly Robinson
- B. Others present: Mary Wolfram, Alan Beeker (Zoning Administrator), Penny Swan
- C. Members Absent: Saul Giminez, (excused), Deb Kamen (excused), Mike Parney (excused), Mike Harner (excused), Robert Socha, Chris Bahash

### **IV. Consent Agenda**

- A. Minutes from Regular Meeting 01/16/2018 – draft
- B. Minutes: Targeted Development Committee 01/23/2018 – draft
- C. Financial Statements

Mr. Sumnar requested that Rules of Procedure amendments be tabled until the March 20 regular meeting, Andrew Gelzer moved to approve the agenda as amended. Cindy Bieszk seconded, motion passed.

### **V. Public Comment**

No Public Comment.

### **VI. New Business**

- A. Rules of Procedure Amendments – Tabled until the March 20, 2018 regular meeting.
- B. Dawn Theater Update – Ms. Wolfram and Mr. Beeker shared a project update with the Board. The Architect and Engineers have done an initial fact finding visit. The Structural

Engineer is asking that some of the interior panels be removed to expose more of the roof structure for visual analysis. Mr. Beeker received two bids from the City Department of Public Services and from SW Services to do the work. The bids were:

1. DPS - \$1846.00
2. SWS - \$1850.00

Mr. Beeker is asking the Board's approval to spend the money. He will choose which ever contractor can accomplish the job soonest. According to Greg West, MEDC, the money spent may be used toward TIFA's \$20,000 match for the grant.

Ms. Wolfram and Mr. Beeker are also requesting permission to spend \$3000 to Tri Terra for the Hazardous Material Assessment for the interior of the theater to determine how much asbestos and lead will require abatement.

Ms. Wolfram & Mr. Beeker spoke to the overall project and the reasons behind the need for the two expenditures. Cindy Bieszk moved to approve, Greg Stuchell seconded, motion passed.

## **VII. New Business**

- A. 2018-19 FY Proposed Budget – The Board reviewed the submitted proposed budget for the coming fiscal year. Mr. Sumnar gave a brief description of the proposed budget that was developed by himself and Mr. Beeker. The desire is to be as close to a balanced budget as possible. In the near future, a refund for the Keefer Hotel due to development is anticipated. Kathy Newell feels that the \$5000 allotted for downtown snow removal from last year's FY budget should be included in this year's budget. Mr. Sumnar feels that hard decisions need to be made to keep the budget tighter. Mr. Stuchell asked why the City and TIFA could not partner to pay for the Economic Development contract with Hillsdale Policy Group. Mr. Sumnar asked for a motion to approve the submitted 2018-19 FY proposed budget. Greg Stuchell moved to approve, Andrew Gelzer seconded. Motion passed.
- B. Dawn Theater Development Services Agreement – the Targeted Development Committee is recommending that the TIFA Board hire CL Enterprises to be the Development Coordinator for the Dawn Theater project. Ms. Wolfram spoke to the knowledge base and expertise that we would gain by hiring CLE to oversee the project. Targeted Development Committee recommended that CL Enterprises be hired to perform Development Services, Greg Stuchell supported. Motion passed.

## **VIII. Adjournment** – Andrew Gelzer moved to adjourn, John Spiteri seconded, motion passed. Meeting adjourned at 8:35 am.

**Next Regular Meeting: March 20, 2018 at 7:30 am.**