

**MEETING AGENDA**  
**January 16, 2024 at 7:30 am**  
**Tax Increment Finance Authority**  
**City of Hillsdale**  
**97 N Broad Street**

**I. Consent Agenda - Action**

- A. Minutes from Meeting 11/21/2023
- B. Minutes from Dawn Theater Governance Board 12/13/2023
- C. Financial Reports

**II. Public Comment**

Agenda items only – 3 min.

**III. Committee Reports**

- A. Program Committee – Cindy Bieszk, Chair
  - 1. General Report
- B. Targeted Development Committee – Chris Bahash, Chair.
  - 1. General Report
- C. Beautification Committee – Margaret Braman, Chair
  - 1. General Report
- D. Dawn Theater Governance Committee – Mary Wolfram, Chair
  - 1. General Report

**IV. Old Business**

- A. No old business

**V. New Business**

- A. 2024-25 FY Budget

**VI. Economic Development Update/Board Round Table**

**VII. Public Comment**

TIFA item – 3 min.

**VIII. Adjournment**

**Next Meeting: Meeting March 20, 2024 at 7:30 am.**



# CITY OF HILLSDALE

## Tax Increment Finance Authority TIFA Regular Meeting November 21, 2023

### Minutes

#### **I. Call to Order at 7:33 am**

- A. Members Present: Chair Andrew Gelzer, Cindy Bieszk, Councilman Greg Stuchell, Felicia Finch, Mary Spiteri, Margaret Braman, Darin Spieth, Chris Bahash, Tim Dixon, David Hambleton, Mike Clark
- B. Others present: Alan Beeker, Nick Fox, Jack McLain
- C. Members Absent: John Spiteri, Kevin Conant

- #### **II. Consent Agenda** – Mike Clark moved to approve the consent agenda as presented, Tim Dixon seconded. Motion passed.

#### **III. Public Comment**

No public comment.

#### **IV. Committee Reports**

- A. Program Committee – Cindy Bieszk, Chair
  - 1. General Report – Cindy gave a synopsis of the new façade grant application. The program committee meeting did not have quorum, so it is part of the board meeting. The budget would need to be amended to add \$2400 to cover the grant amount.
  - 2. Façade Grant application – 40 E Bacon – The application is for a new awning. The project estimate is for \$4759.40. The grant would be for half of that amount, \$2379.70. David Hambleton moved to amend the budget by \$2400 in order to allow for the approval of the façade grant at 40 E Bacon, Darin Spieth supported. Motion passed.
- B. Targeted Development Committee – Chris Bahash, Chair.
  - 1. General Report – Ferris Street Parking Lot project is currently in the design phase.
- C. Beautification Committee – Margaret Braman, Chair
  - 1. General Report – Kevin Conant made pots that would support trees for winter decorating. Contacted Jake Hammel to put up the street lamp mounted winter banners and wrap with lights.
  - 2. Greg Stuchell spoke to the Lights of Howell. The group is working with “Light Midwest” for planning and installation of Christmas lights over Howell St.

between North and McCollum Streets. The cost has been covered by donations. No TIFA funds will be used. The lights will be up permanently. Eventually there will be photocells and timers. David Hambleton asked if there would be any lights on streets beyond. The current answer is to wait and see.

D. Dawn Theater Governance Board – Margaret Braman, Liaison

1. General Report – Chair read the October report submitted by Mary Wolfram.

## V. Old Business

- A. Keefer House Hotel Promissory Agreement – Nick Fox, VP for Construction Development for Keefer House LLC gave a project update. Basement is drained, concrete floor, elevator pit installed, leveled first and second floor. Structural steel is being installed. Estimated completion date is August 2024.

Chair gave an overview of the original promissory note process. He is proposing changing the date of the promissory note to mesh with the recent Council OPRA amendment, which is August 31, 2024. Greg Stuchell supported. Felicia asked if the project is not completed by that date, will there be more discussion? The request was made to require a Certificate of Occupancy by the August date as the confirmation of compliance. Motion passed unanimously.

## VI. New Business

- A. Donation policy. There was discussion regarding putting stipulations on donations as a whole. The general consensus was to evaluate on a case by case basis. No policy was implemented.

## VII. Economic Development Roundtable

Bakery and new microbrewery on track to be open soon.

St. Joe Pizza and Ad Astra Coffee to be open in January 2024.

Meijer still planning to be open in spring 2024.

Social District is open and functioning well.

## VIII. Public Comment

Jack McLain –gave a brief summary of his thoughts for the movie donation.

**Adjournment** – David Hambleton moved to adjourn, Margaret Braman seconded. Meeting adjourned at 8:29 am.

**Next regular meeting on January 16, 2024 at 7:30 am.**



## CITY OF HILLSDALE

### Tax Increment Finance Authority TIFA Dawn Theater Governance Board December 13, 2023 Dawn Theater

#### Minutes

##### **I. Call to Order at 5:17 pm**

- A. Members Present: Chair Mary Wolfram, Margaret Braman, Tim Sullivan, James Brandon
- B. Others present: Alan Beeker, Jack McLain
- C. Members absent: Andrew Gelzer

Tim approved agenda as presented, James supported, motion passed

##### **II. New Business**

- A. Community Event Application – Acts of Youth Theater
  - Reviewed the application referring to the defined parameters
    - James informed the board that the group was renting the theater previously at a negotiated rate until their lease ran out. The theater management does not want to renew the lease, too hard on the theater.
    - The application is not for an event but for a place to meet twice a month. James does not think the community rate should be given to a group to use the theater for a meeting place.
    - Tim thinks the event (a performance) could be allowed at the community rate.
    - Mary reviewed the parameters. The application does not meet all of the parameters.
    - Mary asked for a vote. James seconded. Event rate denied unanimously.
- B. Grants & Events
  - MACC Mini-grant for Historic Poster Restoration – Friends received a grant for the restoration of the posters. The board discussed resources for the restoration of the posters.
  - Arts Midwest grant to host *The Founding, an Irish folk band*.
    - String workshop for Youth in the afternoon
    - Evening concert, Saturday, March 16, 2024
- C. Dawn Theater Building Ownership – discussed who is responsible for what.
  - Responsibilities: TIFA/Keefer House Hotel, LLC
  - Tile sealing
  - Water in Basement
  - Stone sign carving restoration on front – DAWN
- D. Reports to TIFA – technically from the DTGB. Mary drafts and submits the report.

- E. Management Agreement Review – Renewal March 2, 2024
- Be aware of the upcoming Community event rate negotiation.

**III. Theater Update**

- Upcoming Events – report in packet.
- Organ Capital Campaign – ongoing

**IV. Public Comment**

Jack McLain asked if the stone could be pushed out a few inches and re-carved. He submitted a FOIA for information on a community event. Looking forward to movies in the theater.

**V. Committee Members' Comments**

Commissioners discussed how surprising it is that the theater is being used for live stage events.

- VI. Adjournment** – Tim moved to adjourn, Margaret seconded. Meeting adjourned at 6:30 pm.

| GL NUMBER                             | DESCRIPTION                    | BALANCE      |            | 2023-24<br>AMENDED BUDGET | END BALANCE<br>12/31/2023 |
|---------------------------------------|--------------------------------|--------------|------------|---------------------------|---------------------------|
|                                       |                                | NORMAL       | (ABNORMAL) |                           |                           |
| Fund 247 - TAX INCREMENT FINANCE ATH. |                                |              |            |                           |                           |
| Assets                                |                                |              |            |                           |                           |
| Function: Unclassified                |                                |              |            |                           |                           |
| 247-000.000-001.000                   | CHECKING ACCOUNT - COMMON      | 15,594.65    |            |                           | 51,320.60                 |
| 247-000.000-001.002                   | CHECKING ACCOUNT - ACCTS PAYAB | 1,236.34     |            |                           | 0.01                      |
| 247-000.000-017.700                   | INVESTMENTS - MICHIGAN CLASS   | 46,184.46    |            |                           | 63,989.45                 |
| 247-000.000-040.001                   | ACCOUNTS RECEIVABLE - M/R      | 0.00         |            |                           | 1,875.00                  |
| 247-000.000-041.000                   | PROVISION FOR BAD DEBTS        | (265,000.00) |            |                           | (265,000.00)              |
| 247-000.000-082.001                   | DUE FROM OTHERS - BRIDGE LOANS | 265,000.00   |            |                           | 265,000.00                |
| 247-000.000-130.000                   | LAND                           | 65,000.00    |            |                           | 65,000.00                 |
| 247-000.000-136.000                   | PLANT & EQUIPMENT              | 2,468,124.48 |            |                           | 2,468,124.48              |
| 247-000.000-137.000                   | ACCUMULATED DEPRECIATION-EQUI  | (401,243.12) |            |                           | (450,605.12)              |
| 247-000.000-159.000                   | INFRASTRUCTURE                 | 381,672.00   |            |                           | 381,672.00                |
| 247-000.000-189.000                   | LEASE RECEIVABLE-LONG-TERM     | 102,250.00   |            |                           | 98,943.00                 |
| Total - Function Unclassified         |                                | 2,678,818.81 |            |                           | 2,680,319.42              |
| TOTAL ASSETS                          |                                | 2,678,818.81 |            |                           | 2,680,319.42              |
| Liabilities                           |                                |              |            |                           |                           |
| Function: Unclassified                |                                |              |            |                           |                           |
| 247-000.000-214.582                   | DUE TO ELECTRIC                | 120,000.00   |            |                           | 80,000.00                 |
| 247-000.000-250.000                   | BONDS PAYABLE - CURRENT        | 40,000.00    |            |                           | 40,000.00                 |
| 247-000.000-251.000                   | ACCRUED INTEREST               | 3,843.33     |            |                           | 2,950.33                  |
| 247-000.000-300.000                   | BONDS PAYABLE - LONG TERM      | 280,000.00   |            |                           | 240,000.00                |
| 247-000.000-360.100                   | DEFERRED INFLOW-LEASES         | 99,625.00    |            |                           | 89,317.00                 |
| Total - Function Unclassified         |                                | 543,468.33   |            |                           | 452,267.33                |
| TOTAL LIABILITIES                     |                                | 543,468.33   |            |                           | 452,267.33                |
| Fund Equity                           |                                |              |            |                           |                           |
| Function: Unclassified                |                                |              |            |                           |                           |
| 247-000.000-381.247                   | RESTRICTED FUND BALANCE-TIFA   | 1,494,058.00 |            |                           | 1,494,058.00              |
| 247-000.000-390.000                   | FUND BALANCE                   | 531,697.86   |            |                           | 618,597.79                |
| Total - Function Unclassified         |                                | 2,025,755.86 |            |                           | 2,112,655.79              |
| TOTAL FUND EQUITY                     |                                | 2,025,755.86 |            |                           | 2,112,655.79              |
| Revenues                              |                                |              |            |                           |                           |
| Function: Unclassified                |                                |              |            |                           |                           |
| 247-000.000-402.000                   | CURRENT TAXES                  | 79,582.37    |            | 108,000.00                | 104,396.28                |
| 247-000.000-573.000                   | LOCAL COMMUNITY STABILIZATION  | 34,284.51    |            | 16,000.00                 | 14,916.97                 |
| 247-000.000-665.000                   | INTEREST                       | 522.41       |            | 0.00                      | 2,133.49                  |
| 247-000.000-667.002                   | RENTS - DAWN THEATER           | 2,500.02     |            | 5,000.00                  | 3,333.33                  |
| 247-000.000-692.005                   | OTHER REVENUE - DAWN THEATER   | 0.00         |            | 0.00                      | 2,916.66                  |
| Total - Function Unclassified         |                                | 116,889.31   |            | 129,000.00                | 127,696.73                |
| TOTAL REVENUES                        |                                | 116,889.31   |            | 129,000.00                | 127,696.73                |
| Expenditures                          |                                |              |            |                           |                           |
| Function: Unclassified                |                                |              |            |                           |                           |
| 247-900.000-801.000                   | CONTRACTUAL SERVICES           | 918.00       |            | 6,000.00                  | 409.43                    |
| 247-900.000-801.005                   | CONTRACTUAL SERVICES - DAWN TH | 0.00         |            | 80,000.00                 | 0.00                      |
| 247-900.000-801.247                   | CONTRACTUAL SERVICES - FACADE  | 0.00         |            | 6,000.00                  | 6,000.00                  |
| 247-900.000-806.000                   | LEGAL SERVICES                 | 0.00         |            | 1,000.00                  | 0.00                      |
| 247-900.000-817.000                   | ECONOMIC DEVELOPMENT GRANT EX  | 0.00         |            | 1,000.00                  | 0.00                      |
| 247-900.000-818.000                   | INSURANCE                      | 0.00         |            | 1,800.00                  | 0.00                      |
| 247-900.000-930.000                   | REPAIRS & MAINTENANCE          | 846.69       |            | 0.00                      | 241.00                    |
| 247-900.000-964.000                   | REFUNDS AND REBATES            | 0.00         |            | 0.00                      | 1,300.00                  |
| 247-900.000-993.000                   | INTEREST EXPENSE               | 5,530.00     |            | 5,610.00                  | 4,350.00                  |
| Total - Function Unclassified         |                                | 7,294.69     |            | 101,410.00                | 12,300.43                 |
| TOTAL EXPENDITURES                    |                                | 7,294.69     |            | 101,410.00                | 12,300.43                 |

PERIOD ENDING 12/31/2023

| GL NUMBER                                   | DESCRIPTION                          | BALANCE           |              | 2023-24<br>AMENDED BUDGET | END BALANCE       |
|---|--------------------------------------|-------------------|--------------|---------------------------|-------------------|
|   |                                      | NORMAL (ABNORMAL) | 12/31/2022   |                           | NORMAL (ABNORMAL) |
| Fund 247 - TAX INCREMENT FINANCE ATH.       |                                      |                   |              |                           |                   |
| Total Fund 247 - TAX INCREMENT FINANCE ATH. |                                      |                   |              |                           |                   |
| TOTAL ASSETS                                |                                      |                   |              |                           |                   |
|   | BEG. FUND BALANCE                    |                   | 2,025,755.86 |                           | 2,112,655.79      |
|   | + NET OF REVENUES & EXPENDITURES     |                   | 109,594.62   | 27,590.00                 | 115,396.30        |
|   | = ENDING FUND BALANCE                |                   | 2,135,350.48 |                           | 2,228,052.09      |
|   | + LIABILITIES                        |                   | 543,468.33   |                           | 452,267.33        |
|   | = TOTAL LIABILITIES AND FUND BALANCE |                   | 2,678,818.81 |                           | 2,680,319.42      |

## **REPORT TO TIFA**

### **DAWN THEATER GOVERNANCE BOARD**

**1.16.2024**

The Dawn Theater Governance Board met on December 13, 2023 to review an application for the use of the Dawn Theater at the Community Event Rate by *Acts of Youth Theater Company*. The Board denied this request. It was determined that it did not meet the parameters for a Community Event since the request was for the use of the theater on an on-going, weekly basis. It was also determined that this use was hard on the theater since it involved the weekly presence of school-aged children in the theater. It was however, determined that an actual performance by *Acts of Youth Theater Company* would qualify as a Community Event.

The Friends of the Dawn Theater continue to program events in the Dawn Theater and are fundraising to re-install the 1925 Wurlitzer Organ which is currently being restored.

#### **Partial Review of Events in the Dawn Theater:**

November 22: Full Moon Concert

December 2: Christmas in the City Maker's Market

December 6: Hillsdale Classical School production of *The Christmas Carol*

December 9: Christmas Candlelight Concert

December 11: Hillsdale Woman's Club Christmas Luncheon

December 16: Rock for Tots Concert

December 30: Kevin Wolff Concert

December 31: Private Wedding

#### **Upcoming Events:**

January 13: Second Annual Sauk Auction

January 20: Private Party

January 27: Private Party

February 3: Private Party

February 10: Valentine's Concert

March 2: O Odious Ones Concert



March 7: Private Party

March 16: *The Founding*, St. Patrick's Day Concert \*\*

**Ongoing Events:**

Pilates every Tuesday & Thursday from 12:15-12:45

Life Changing Church Services every Sunday at 9a and 11a.

\*\* Friend's of the Dawn Theater Event



## The excitement continues as the Friends of the Dawn fill the theater, once again, with the grandeur of our original, 1925 Wurlitzer theater pipe organ!

The Wurlitzer organ of the 1920's was the "voice" of the silent screen. They were a distinctly American musical creation which became the monarch of the movie palace. Only about a dozen of these instruments remain, unaltered, and in factory original condition. The Dawn Theater's Wurlitzer organ (opus 1176, shipped by rail from the Wurlitzer factory on October 15, 1925), holds the distinction of being unaltered and still in its original location.



We know that our Wurlitzer was used in the Dawn Theater to accompany vaudeville performances and silent movies from 1925 until "talkies" became commonplace. The organ was taken out of the theater in 1943 and donated to Hillsdale College where it was used for church services, organ lessons, and theater productions. In the 1970s, Jerry Jordan of Jonesville saved it from the dumpster, did some restoration and moved it to his garage. Later, Dr. Jeffrey Horton, realizing the organ's historical value, gave it safe storage and then, with wife Marcy, donated the organ to the Friends, along with a significant contribution for the express purpose of having it restored and reinstalled back into the Dawn Theater!

To raise financial support, the Friends of the Dawn applied to the Wyncote Foundation and were awarded a \$50,000 matching grant towards the organ project. Both the Hortons and the Wyncote Foundation recognize the historic importance of restoring this Wurlitzer, not only for our community, but for the preservation of a piece of Americana. The organ has now been moved to the studio of JL Weiler Co., of Chicago, IL, internationally recognized as one of the finest historic organ restoration studios in the country, specializing in vintage Wurlitzer Theater organs.



The restoration work is well on its way, with reinstallation of the organ planned for summer of 2024.

Once re-installed, the Dawn Theater will regain its “voice”, a cultural icon of national importance. Reinstalling the pipe organ presents programming opportunities that would otherwise be unavailable such as silent film programs, classic film series, lectures and civic events, weddings and receptions, pre-show music, and performances involving choirs and instrumental ensembles. Once restored, our 1925 Wurlitzer pipe organ will become the modern-day centerpiece—the Crown Jewel—of the Dawn Theater rehabilitation.

But there are still funds to raise for this unique and exciting project!

Become an  
**ORGAN DONOR**

Please send (monetary) donations to P.O. Box 67,  
Hillsdale, MI 49242

or

Use the QR code to donate online.



9/19/2023

BUDGET REPORT FOR CITY OF HILLSDALE

| GL NUMBER           | DESCRIPTION                               | 2022-23<br>ACTIVITY<br>THRU 06/30/23 | 2023-24<br>APPROVED<br>BUDGET | 2023-24<br>AMENDED<br>BUDGET | 2024-25<br>REQUESTED<br>BUDGET |
|---------------------|---|--------------------------------------|-------------------------------|------------------------------|--------------------------------|
| <b>REVENUE</b>      |   |                                      |                               |                              |                                |
| 247-000.000-402.000 | CURRENT TAXES                             | \$79,582                             | \$80,000                      | \$95,788                     | \$100,000                      |
| 247-000.000-406.000 | TAXES - PA 86 SEC. 17 PPT REPLACEMENT     |                                      |                               |                              |                                |
| 247-000.000-411.000 | DELINQUENT TAXES                          |                                      |                               |                              |                                |
| 247-000.000-529.000 | FEDERAL GRANT - CDBG                      |                                      |                               |                              |                                |
| 247-000.000-573.000 | LOCAL COMMUNITY STABILIZATION SHARE       | \$34,285                             | \$32,000                      | \$34,285                     | \$34,000                       |
| 247-000.000-665.000 | INTEREST                                  | \$185                                |                               | \$4,218                      |                                |
| 247-000.000-665.100 | INTEREST INCOME-LEASES (GASB 87)          |                                      |                               |                              |                                |
| 247-000.000-667.000 | RENTS                                     |                                      |                               |                              |                                |
| 247-000.000-667.002 | RENTS - DAWN THEATER                      | \$2,500                              | \$5,000                       | \$7,500                      | \$7,500                        |
| 247-000.000-673.000 | SALE OF CITY PROPERTY                     |                                      |                               |                              |                                |
| 247-000.000-673.001 | GAIN ON SALE OF PROPERTY                  |                                      |                               |                              |                                |
| 247-000.000-675.005 | CONTR. & DONAT. - DAWN THEATER            |                                      |                               |                              |                                |
| 247-000.000-687.247 | OTHER REFUNDS - TIFA GRANTS               |                                      |                               |                              |                                |
| 247-000.000-692.000 | OTHER REVENUE                             |                                      |                               |                              |                                |
| 247-000.000-692.005 | OTHER REVENUES - DAWN THEATER             |                                      |                               |                              |                                |
|                     |   | \$116,552                            | \$117,000                     | \$141,791                    | \$141,500                      |
| <b>LIABILITIES</b>  |   |                                      |                               |                              |                                |
| 247-000.000-214.582 | DUE TO ELECTRIC                           | \$40,000                             | \$40,000                      | \$40,000                     | \$40,000                       |
| 247-000.000-300.000 | BONDS PAYABLE - LONG TERM                 | \$40,000                             | \$40,000                      | \$40,000                     | \$40,000                       |
| 247-900.000-726.000 | SUPPLIES                                  |                                      |                               |                              |                                |
| 247-900.000-801.000 | CONTRACTUAL SERVICES                      | \$918                                | \$6,000                       |                              |                                |
| 247-900.000-801.005 | CONTRACTUAL SERVICES - FERRIS LOT         |                                      |                               | \$5,000                      | TBD                            |
| 247-900.000-801.006 | CONTRACTUAL SERVICES - MEDC GRANT         |                                      |                               |                              |                                |
| 247-900.000-801.007 | CONTRACTUAL SERVICES - TIFA GRANTS        |                                      |                               |                              |                                |
| 247-900.000-801.247 | CONTRACTUAL SERV-FACADE GRANT             |                                      |                               | \$14,400                     | \$10,000                       |
| 247-900.000-801.248 | CONTRACTUAL SERVICES - BUS ATTRACTION     |                                      |                               |                              |                                |
| 247-900.000-801.249 | CONTRACTUAL SERVICES BUS EXPANSION        |                                      |                               |                              |                                |
| 247-900.000-801.250 | CONTRACTUAL SERVICES - RESTAURANT ATTRACT |                                      |                               |                              |                                |
| 247-900.000-801.251 | CONTRACTUAL SERVICES - HISTORIC PROJECTS  |                                      |                               |                              |                                |
| 247-900.000-806.000 | LEGAL SERVICES                            |                                      | \$1,000                       | \$1,000                      | \$1,000                        |
| 247-900.000-817.000 | BEAUTIFICATION                            |                                      |                               | \$1,000                      | \$1,000                        |
| 247-900.000-818.000 | INSURANCE                                 |                                      |                               |                              |                                |
| 247-900.000-920.000 | UTILITIES                                 |                                      |                               |                              |                                |
| 247-900.000-930.000 | REPAIRS & MAINTENANCE                     | \$847                                |                               |                              | TBD                            |
| 247-900.000-955.000 | MISCELLANEOUS                             |                                      |                               |                              |                                |
| 247-900.000-956.200 | LODGING AND MEALS                         |                                      |                               |                              |                                |
| 247-900.000-957.000 | PROPERTY TAXES                            |                                      |                               |                              |                                |
| 247-900.000-964.000 | REFUNDS AND REBATES                       |                                      |                               |                              |                                |
| 247-900.000-968.000 | DEPRECIATION                              |                                      |                               |                              |                                |
| 247-900.000-970.000 | CAPITAL OUTLAY                            |                                      |                               |                              |                                |
| 247-900.000-993.000 | INTEREST EXPENSE                          | \$5,530                              |                               |                              |                                |
| 247-900.000-995.101 | TRANSFER - GENERAL FUND                   |                                      |                               |                              |                                |
| 247-900.000-995.401 | TRANSFER - CAPITAL IMPROVEMENT            |                                      |                               |                              |                                |
| 247-900.000-995.640 | TRANSFER - R.M.E.F.                       |                                      |                               |                              |                                |
|                     | LIABILITIES-TOTAL                         | \$87,295                             | \$87,000                      | \$101,400                    | \$92,000                       |
|                     | REVENUE-TOTAL                             | \$116,552                            | \$117,000                     | \$143,766                    | \$143,766                      |
|                     | FUND BALANCE                              | \$29,257                             | \$30,000                      | \$42,366                     | \$51,766                       |