

**City of Marine City
Tax Increment Finance Authority
March 20, 2012**

A regular meeting of T.I.F.A. was held in the Fire Hall, 200 South Parker Street, Marine City, Michigan, on Tuesday, March 20, 2012, and was called to order at 4:00pm by Chairperson Janna Soelter.

The Pledge of Allegiance was led by Chairperson Soelter.

Present: Chairperson Soelter; Board Members Babchek, Phelan, Tisdale, and Weisenbaugh; and, City Clerk Kade.

Absent: Board Members Jenken and May; and, City Manager Gabor

Also Present: Mary Ellen McDonald, Finance Director

Approve Agenda

Motion by Board Member Tisdale, seconded by Board Member Weisenbaugh, to approve the Agenda, as presented. All Ayes. Motion Carried.

Approve Minutes

Motion by Commissioner Babchek, seconded by Board Member Phelan, to approve the Minutes of the Regular Tax Increment Finance Authority Meeting held February 21, 2012, as presented. All Ayes. Motion Carried.

Communications

There were no Communications presented.

Public Comment

No residents addressed the Board.

Unfinished Business

2012/2013 Budget

Mary Ellen McDonald, Finance Director, discussed the proposed 2012/2013 Budget Worksheets for all three TIFA Districts as provided by TIFA from the previous meeting. Because the Board did not include the 2011/2012 projected activity amounts for the expenditure reports, Finance Director McDonald stated that she used the year-to-date expense amount as of March 12, 2012, which caused a deficit fund balance in the 2012/2013 requested budget for all three TIFAs. She provided two options to correct the problem.

Discussion ensued, and the Board agreed to amend the projected and requested budget expenditures, as follows:

TIFA #1

	<u>2011/2012 Projected Activity</u>	<u>2012/2013 Requested Budget</u>
General Supply	Reduce to \$15,000	

TIFA #2

Capital Outlay	Reduce to \$200,000	Reduce to \$200,000
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TIFA #3

Capital Outlay	Reduce to \$500,000	Reduce to \$500,000
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Detailed budget expenses were described to include as follows:

- General Supply: *Flowers, Adopt-a-Park Items, Christmas Decorations, Miscellaneous*
- Professional Services: *Audit fees, The Monahan Company, Miscellaneous*
- Contractual Services: *Tree Trimming*
- Community Promotion: *Music Festival, Discover the Blue, Maritime Christmas, Miscellaneous*

- Advertising: *Publications*
- Capital Outlay: *City Hall, Skate Park*

Motion by Board Member Tisdale, seconded by Board Member Phelan, to approve the 2012/2013 Budget, as amended. All Ayes. Motion Carried.

New Business

2012 Summer Flower Program

Jeanne Frank had submitted two proposals from Boykas Greenhouses for flower baskets and barrels for the three TIFA Districts, as follows:

- Proposal #1 \$6,029.00
- Proposal #2 \$5,469.00

The only difference between the proposals was for the replacement of ten barrels that had been destroyed.

Board Member Weisenbaugh commented on the issue of watering the flowers; and, because the City had hired a part-time employee last summer to water the flowers, he wanted to make sure that was not a temporary fix for last year only.

Board Member Phelan wanted to know how the barrels were destroyed, and the placement location of those barrels.

Chairperson Soelter asked that this matter be tabled until the next meeting.

Sub-Committee Report

Board Member Phelan reported that he had met with Board Members Tisdale and Babchek to discuss and prioritize a list of proposed projects for consideration by TIFA. He said the sub-committee needed to research pricing, and that they would not present the list to TIFA for awhile. Board Member Phelan said he had attended the recreation meeting and obtained a few ideas from their discussions.

Board Member Weisenbaugh suggested that they look at adding additional picnic tables and garbage cans inside the parks.

Financial Business

Invoice Approval

Motion by Board Member Phelan, seconded by Board Member Babchek, to approve the US Bank Invoice dated February 16, 2012 in the amount of \$5,097.50 from TIFA #1. All Ayes. Motion Carried.

Motion by Board Member Tisdale, seconded by Board Member Phelan, to approve The Monahan Company Invoice #8724 in the amount of \$8,619.22 for construction document services – Marine City Historic City Hall Renovation Project, as follows:

- \$2,873.08 from TIFA #2
- \$5,746.14 from TIFA #3

All Ayes. Motion Carried.

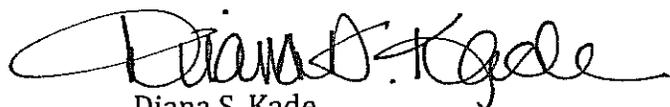
Preliminary Financial Statements

Motion by Board Member Phelan, seconded by Board Member Weisenbaugh, to accept the Preliminary Financial Statements for February 2012, and place them on file. All Ayes. Motion Carried.

Adjournment

Motion by Board Member Babchek, seconded by Board Member Tisdale, to adjourn at 4:57 PM. All Ayes. Motion Carried.

Respectfully submitted,



Diana S. Kade
City Clerk