

**CITY OF MARINE CITY**  
**TAX INCREMENT FINANCE AUTHORITY**  
**AGENDA**

***Regular Meeting: Tuesday, July 16, 2013; 4:00PM***

**Marine City Fire Hall: 200 South Parker Street, Marine City, Michigan**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Chairperson Craig May; Board Members Frederick Babchek, Robert C. Lepley; Jonathan Phelan, Raymond Skwiers; Scott Tisdale, and Robert Weisenbaugh; and, City Manager John Gabor
4. **APPROVE AGENDA (Additions / Deletions)**
5. **APPROVE MINUTES**
  - A. T.I.F.A. Regular Meeting ~ June 18, 2013
6. **COMMUNICATIONS**
7. **PUBLIC COMMENT**     *Residents are welcome to address the TIFA Board. Please state name and address. Limit comments to five (5) minutes.*
8. **UNFINISHED BUSINESS**
  - A. Marine City Entryway Signage
9. **NEW BUSINESS**
10. **FINANCIAL BUSINESS**
  - A. Preliminary Financial Statements
11. **ADJOURNMENT**

5A

**City of Marine City  
Tax Increment Finance Authority  
June 18, 2013**

A regular meeting of T.I.F.A. was held in the Fire Hall, 200 South Parker Street, Marine City, Michigan, on Tuesday, June 18, 2013, and was called to order at 4:00 PM by Vice Chairperson Scott Tisdale.

The Pledge of Allegiance was led by Vice Chairperson Tisdale.

**Present:** Vice Chairperson Tisdale; Board Members Babchek, Lepley, Skwiers, and Weisenbaugh; City Manager Gabor; and, City Clerk Kade.

**Absent:** Chairperson May and Board Member Phelan

**Approve Agenda**

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

**Approve Minutes**

Motion by Board Member Babchek, seconded by Board Member Skwiers, to approve the Minutes of the Regular Tax Increment Finance Authority Meeting held May 21, 2013, as presented. All Ayes. Motion Carried.

**Communications**

There were no Communications presented.

**Public Comment**

No residents addressed the Board.

**Unfinished Business**

*Marine City Entryway Signage*

Board Member Skwiers reported that he had spoken with Bill Kaufman, St. Clair County Administrator, who advised that either the City or County could pursue the signage issue. Board Member Skwiers said he also wanted input from Tim Cook, the Court Administrator; however, Mr. Cook was on vacation.

City Manager Gabor commented that they needed to be consistent with the signage style already in place in Marine City.

Board Member Skwiers offered to provide City Manager Gabor with company names if he wanted to make contact with prospective vendors. He commented that the signage would not cost a lot of money, and it would be a way to expand on the promotion of economic development in the community.

City Manager Gabor said that TIFA approved funding for approximately 20 signs five years ago.

Board Member Babchek commented on "historic" signage that he had viewed during recent travels to other communities in Michigan.

City Manager Gabor suggested that the signs be basic with no theme.

Vice Chairperson Tisdale reported that he had driven around Marine City before the meeting in order to look at the various signs. He said that if they were going to attract people to the community, additional signage would be a "no brainer".

Board Member Lepley said that the welcoming signs into Marine City should be a little more elaborate than other directional signs.

Board Member Skwiers agreed that the signs needed to be kept simple.

Board Member Weisenbaugh suggested that a sub-committee be formed to research the number of additional and/or replacement signs that would be needed, along with costs; and, to report back to TIFA with its recommendations.

City Manager reminded the Board that the placement of signs on M-29 needed MDOT approval for the signs and locations.

Motion by Board Member Weisenbaugh, seconded by Vice Chairperson Tisdale, to form a sub-committee for the purpose of researching informational signage and costs; and, to report back to TIFA with the findings. All Ayes. Motion Carried.

Vice Chairperson Tisdale, Board Member Skwiers, and Board Member Babchek volunteered to serve on the sub-committee.

**New Business**

None

**Financial Business**

***Invoice Approvals***

Motion by Board Member Weisenbaugh, seconded by Board Member Babchek, to approve POSTEMA Signs & Graphics Invoice #24389 in the amount of \$26,540.00 from TIFA #3, as presented. All Ayes. Motion Carried.

Motion by Vice Chairperson Tisdale, seconded by Board Member Weisenbaugh, to approve the Marine City Festival, Inc. Invoice dated May 30, 2013, as follows:

- \$916.67 from TIFA #1
- \$916.66 from TIFA #2
- \$916.67 from TIFA #3

as presented. All Ayes. Motion Carried.

**Adjournment**

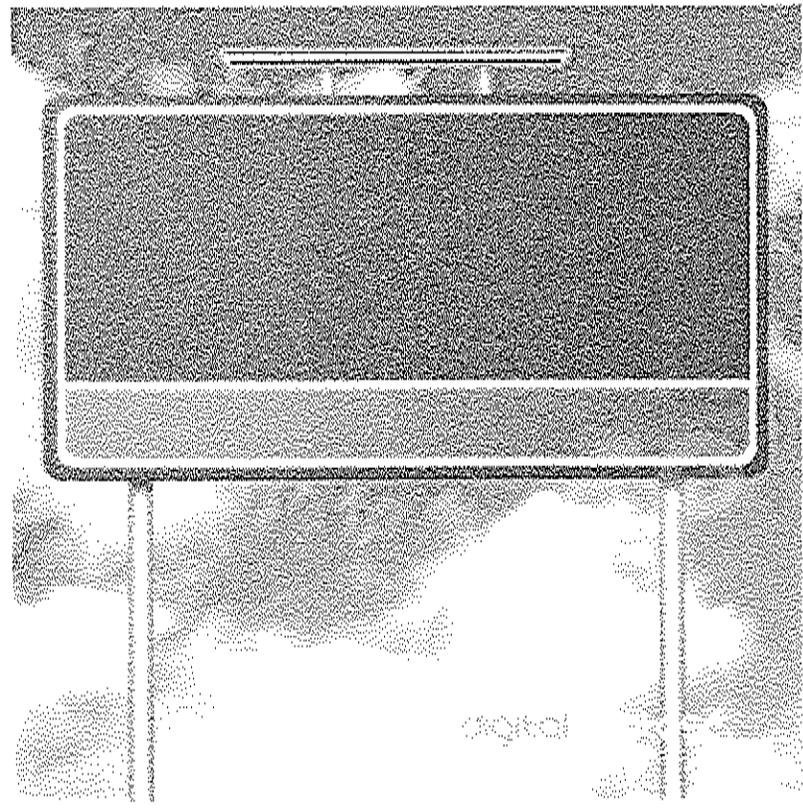
Motion by Board Member Babchek, seconded by Board Member Weisenbaugh, to adjourn at 4:15 PM. All Ayes. Motion Carried.

Respectfully submitted,

Diana S. Kade  
City Clerk

PA

# ***MARINE CITY ENTRYWAY SIGNAGE***



10 A

**City of Marine City**

# Memo

To: John Gabor, City Manager  
From: Mary Ellen McDonald, CPFA/MiCPT  
Finance Director/Treasurer  
Date 6/14/13  
Re: **PRELIMINARY FINANCIAL STATEMENTS FOR MAY 2013**

---

Please include the attached Preliminary Financial Statements for May 2013 on the agenda of the next TIFA Board Meeting. If you have any questions, please contact me.

Thank you

Fund 250 TIFA 1

Number	Description	Balance
*** Assets ***		
00.000-001.001	CASH	49,366.21
Total Assets		<u>49,366.21</u>
*** Liabilities ***		
00.000-200.000	ACCOUNTS PAYABLE	1,711.17
Total Liabilities		<u>1,711.17</u>
*** Fund Balance ***		
00.000-353.027	DESIGNATED FUNDS-STREET SCAPE	10,000.00
00.000-390.000	Fund Balance	16,944.10
Total Fund Balance		<u>26,944.10</u>
Beginning Fund Balance		26,944.10
Net of Revenues VS Expenditures		20,710.94
Ending Fund Balance		47,655.04
Total Liabilities And Fund Balance		49,366.21

r: McDonald  
Marine City

PERIOD ENDING 05/31/2013

PRELIMINARY FINANCIAL STATEMENTS-MAY 2013

NUMBER	DESCRIPTION	2012-13 ORIGINAL BUDGET	2012-13 AMENDED BUDGET	END BALANCE 05/31/2013 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/2 INCR (DECR)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BGDGT USED
<b>Revenues</b>								
i 250 - TIFA 1								
Revenues								
t 000.000								
-000.000-402.000	CURRENT PROPERTY TAX	68,025.00	68,025.00	73,465.90	0.00	0.00	(5,440.90)	108.00
-000.000-665.000	INTEREST	50.00	50.00	33.21	3.76	0.00	16.79	66.42
		<u>68,075.00</u>	<u>68,075.00</u>	<u>73,499.11</u>	<u>3.76</u>	<u>0.00</u>	<u>(5,424.11)</u>	<u>107.97</u>
al Dept 000.000		68,075.00	68,075.00	73,499.11	3.76	0.00	(5,424.11)	107.97
<b>AL Revenues</b>		<u>68,075.00</u>	<u>68,075.00</u>	<u>73,499.11</u>	<u>3.76</u>	<u>0.00</u>	<u>(5,424.11)</u>	<u>107.97</u>
<b>Expenditures</b>								
Expenditures								
t 000.000								
-000.000-740.000	GENERAL SUPPLY	20,000.00	20,000.00	1,589.00	0.00	0.00	18,411.00	7.95
-000.000-801.000	PROFESSIONAL SERV.	1,000.00	1,000.00	950.00	0.00	0.00	50.00	95.00
-000.000-801.100	ADMINISTRATIVE SERVICES	10,600.00	10,600.00	10,600.00	0.00	0.00	0.00	100.00
-000.000-802.000	CONTRACTUAL SERV.	2,500.00	2,500.00	2,350.00	0.00	0.00	150.00	94.00
-000.000-880.000	COMMUNITY PROMOTION	2,000.00	2,000.00	2,416.67	916.67	0.00	(416.67)	120.83
-000.000-901.000	ADVERTISING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
-000.000-970.000	CAPITAL OUTLAY	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
-000.000-991.000	PRINCIPAL PAYMENT	25,000.00	25,000.00	25,000.00	0.00	0.00	0.00	100.00
-000.000-995.000	INTEREST EXPENSE	9,625.00	9,625.00	9,607.50	0.00	0.00	17.50	99.82
-000.000-998.000	AGENT FEES	275.00	275.00	275.00	0.00	0.00	0.00	100.00
		<u>75,000.00</u>	<u>75,000.00</u>	<u>52,788.17</u>	<u>916.67</u>	<u>0.00</u>	<u>22,211.83</u>	<u>70.38</u>
al Dept 000.000		75,000.00	75,000.00	52,788.17	916.67	0.00	22,211.83	70.38
<b>AL Expenditures</b>		<u>75,000.00</u>	<u>75,000.00</u>	<u>52,788.17</u>	<u>916.67</u>	<u>0.00</u>	<u>22,211.83</u>	<u>70.38</u>
<b>Summary</b>								
i 250:								
AL REVENUES		68,075.00	68,075.00	73,499.11	3.76	0.00	(5,424.11)	107.97
AL EXPENDITURES		75,000.00	75,000.00	52,788.17	916.67	0.00	22,211.83	70.38
OF REVENUES & EXPENDITURES		(6,925.00)	(6,925.00)	20,710.94	(912.91)	0.00	(27,635.94)	(299.07)

BALANCE SHEET FOR CITY OF MARINE CITY  
Period Ending 05/31/2013  
PRELIMINARY FINANCIAL STATEMENTS-MAY 2013

Fund 251 TIFA 2

Number	Description	Balance
*** Assets ***		
00.000-001.001	CASH	360,018.17
Total Assets		<u>360,018.17</u>
*** Liabilities ***		
00.000-200.000	ACCOUNTS PAYABLE	1,711.16
Total Liabilities		<u>1,711.16</u>
*** Fund Balance ***		
00.000-390.000	Fund Balance	417,800.78
Total Fund Balance		<u>417,800.78</u>
Beginning Fund Balance		417,800.78
Net of Revenues VS Expenditures		(59,493.77)
Ending Fund Balance		358,307.01
Total Liabilities And Fund Balance		360,018.17

r: McDonald  
Marine City

PERIOD ENDING 05/31/2013

PRELIMINARY FINANCIAL STATEMENTS-MAY 2013

NUMBER	DESCRIPTION	2012-13	2012-13	END BALANCE	ACTIVITY FOR	ENCUMBERED	UNENCUMBERED	% B DGT
		ORIGINAL	AMENDED	05/31/2013	MONTH 05/31/2			
		BUDGET	BUDGET	NORM (ABNORM)	INCR (DECR)	YEAR-TO-DATE	BALANCE	USED
Revenues								
i 251 - TIFA 2								
e 000.000								
-000.000-402.000	CURRENT PROPERTY TAX	81,475.00	81,475.00	70,070.83	0.00	0.00	11,404.17	86.00
-000.000-665.000	INTEREST	625.00	625.00	298.28	28.83	0.00	326.72	47.72
al Dept 000.000		82,100.00	82,100.00	70,369.11	28.83	0.00	11,730.89	85.71
AL Revenues		82,100.00	82,100.00	70,369.11	28.83	0.00	11,730.89	85.71
Expenditures								
e 000.000								
-000.000-740.000	GENERAL SUPPLY	23,000.00	23,000.00	1,589.00	0.00	0.00	21,411.00	6.91
-000.000-801.000	PROFESSIONAL SERV.	15,000.00	15,000.00	1,275.00	0.00	0.00	13,725.00	8.50
-000.000-801.100	ADMINISTRATIVE SERVICES	31,800.00	31,800.00	31,800.00	0.00	0.00	0.00	100.00
-000.000-880.000	COMMUNITY PROMOTION	7,000.00	7,000.00	3,895.82	916.66	0.00	3,104.18	55.65
-000.000-901.000	ADVERTISING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
-000.000-970.000	CAPITAL OUTLAY	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00	0.00
-000.000-970.000-PHASE I-C	CAPITAL OUTLAY	0.00	0.00	56,303.06	0.00	0.00	(56,303.06)	100.00
-000.000-999.000	CONTRIBUTION TO OTHER FUNDS	35,000.00	35,000.00	35,000.00	0.00	0.00	0.00	100.00
al Dept 000.000		312,800.00	312,800.00	129,862.88	916.66	0.00	182,937.12	41.52
AL Expenditures		312,800.00	312,800.00	129,862.88	916.66	0.00	182,937.12	41.52
Summary								
i 251:								
AL REVENUES		82,100.00	82,100.00	70,369.11	28.83	0.00	11,730.89	85.71
AL EXPENDITURES		312,800.00	312,800.00	129,862.88	916.66	0.00	182,937.12	41.52
OF REVENUES & EXPENDITURES		(230,700.00)	(230,700.00)	(59,493.77)	(887.83)	0.00	(171,206.23)	25.79

Fund 252 TIFA 3

Number	Description	Balance
*** Assets ***		
00.000-001.001	CASH	789,962.33
Total Assets		<u>789,962.33</u>
*** Liabilities ***		
00.000-200.000	ACCOUNTS PAYABLE	28,251.17
Total Liabilities		<u>28,251.17</u>
*** Fund Balance ***		
00.000-353.025	DESIGNATED FUNDS-LAND ACQUISITION	152,725.21
00.000-390.000	Fund Balance	712,503.57
Total Fund Balance		<u>865,228.78</u>
Beginning Fund Balance		865,228.78
Net of Revenues VS Expenditures		(103,517.62)
Ending Fund Balance		761,711.16
Total Liabilities And Fund Balance		789,962.33

r: McDonald  
Marine City

PERIOD ENDING 05/31/2013

PRELIMINARY FINANCIAL STATEMENTS-MAY 2013

NUMBER	DESCRIPTION	2012-13	2012-13	END BALANCE	ACTIVITY FOR	ENCUMBERED	UNENCUMBERED	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2013 NORM (ABNORM)	MONTH 05/31/2 INCR (DECR)			
1 252 - TIFA 3								
Revenues								
000.000								
000.000-402.000	CURRENT PROPERTY TAX	238,950.00	238,950.00	191,617.05	0.00	0.00	47,332.95	80.19
000.000-665.000	INTEREST	1,200.00	1,200.00	640.40	62.91	0.00	559.60	53.37
1 Dept 000.000		240,150.00	240,150.00	192,257.45	62.91	0.00	47,892.55	80.06
AL Revenues		240,150.00	240,150.00	192,257.45	62.91	0.00	47,892.55	80.06
Expenditures								
000.000								
000.000-740.000	GENERAL SUPPLY	27,000.00	27,000.00	1,589.00	0.00	0.00	25,411.00	5.89
000.000-801.000	PROFESSIONAL SERV.	25,000.00	25,000.00	1,835.00	0.00	0.00	23,165.00	7.34
000.000-801.100	ADMINISTRATIVE SERVICES	63,600.00	63,600.00	63,600.00	0.00	0.00	0.00	100.00
000.000-880.000	COMMUNITY PROMOTION	10,000.00	10,000.00	4,604.97	916.67	0.00	5,395.03	46.05
000.000-901.000	ADVERTISING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
000.000-970.000	CAPITAL OUTLAY	500,000.00	500,000.00	26,540.00	26,540.00	0.00	473,460.00	5.31
000.000-970.000-PHASE I-C	CAPITAL OUTLAY	0.00	0.00	112,606.10	0.00	0.00	(112,606.10)	100.00
000.000-999.000	CONTRIBUTION TO OTHER FUNDS	85,000.00	85,000.00	85,000.00	0.00	0.00	0.00	100.00
1 Dept 000.000		711,600.00	711,600.00	295,775.07	27,456.67	0.00	415,824.93	41.56
AL Expenditures		711,600.00	711,600.00	295,775.07	27,456.67	0.00	415,824.93	41.56
1 252:								
AL REVENUES		240,150.00	240,150.00	192,257.45	62.91	0.00	47,892.55	80.06
AL EXPENDITURES		711,600.00	711,600.00	295,775.07	27,456.67	0.00	415,824.93	41.56
OF REVENUES & EXPENDITURES		(471,450.00)	(471,450.00)	(103,517.62)	(27,393.76)	0.00	(367,932.38)	21.96