

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

***Regular Meeting: Tuesday, September 17, 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. **ELECTION OF OFFICERS**
5. **APPROVE AGENDA (Additions / Deletions)**
6. **APPROVE MINUTES**
  - A. T.I.F.A. Regular Meeting ~ August 20, 2013
7. **COMMUNICATIONS**
8. **PUBLIC COMMENT**     *Residents are welcome to address the TIFA Board. Please state name and address. Limit comments to five (5) minutes.*
9. **UNFINISHED BUSINESS**
10. **NEW BUSINESS**
  - A. Request for Financial Support – Friends of City Hall
11. **FINANCIAL BUSINESS**
  - A. Invoice Approval
    - US Bank
    - Postema Signs & Graphics
12. **ADJOURNMENT**

6A

**City of Marine City  
Tax Increment Finance Authority  
August 20, 2013**

A regular meeting of T.I.F.A. was held in the Fire Hall, 200 South Parker Street, Marine City, Michigan, on Tuesday, August 20, 2013, and was called to order at 4:00 PM by Chairperson Chair May.

**Present:** Chairperson May; Board Members Babchek, Lepley, Phelan, Skwiers, Tisdale and Weisenbaugh; City Manager Gabor; and, Deputy Clerk Ann Marie Singer.

**Absent:** None

**Election of Officers**

Motion by Board Member Babchek, seconded by Board Member Tisdale, to retain the current T.I.F.A. Board Officers, as follows:

- Chairperson                      Craig May
- Vice-Chairperson                Scott Tisdale
- Treasurer                         Jonathan Phelan
- Secretary                         Robert Weisenbaugh

All Ayes. Motion Carried.

**Approve Agenda**

The following deletion was made to the Agenda:

- New Business    Acceptance of Grant Funds - The Snug Theater Rental Rehab Program

The following addition was made to the Agenda:

- New Business    Paving & Sidewalk Repairs of Chartier and S. Belle River

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

### **Approve Minutes**

Motion by Board Member Tisdale, seconded by Board Member Skwiers, to approve the Minutes of the Regular Tax Increment Finance Authority Meeting held July 16, 2013, as presented. All Ayes. Motion Carried.

Motion by Board Member Phelan, seconded by Board Member Skwiers, to approve the Minutes of the Special Tax Increment Finance Authority Meeting held July 23, 2013, as presented. All Ayes. Motion Carried.

### **Public Comment**

Rebecca Lepley, representing the Friends of City Hall, presented a request for financial assistance with advertising costs for Heritage Day, and funding for a promotional video. *Chairperson May said the request would be placed on the September Meeting Agenda.*

### **Unfinished Business**

#### ***Marine City Entryway Signage***

Board Member Tisdale announced that the subcommittee had met twice, but that they had nothing to report at this time.

Board Member Skwiers passed out information that he had gathered with pricing and potential wording and locations for proposed signage.

After a brief discussion ensued, the Board agreed to let the subcommittee continue to meet, and that the Board would revisit the issue at a later date.

### **New Business**

#### ***Rehab of Peche Island Rear Range Light and Signage***

City Manager Gabor reported that only one bid was received for the interior and exterior rehab of the Peche Island Rear Range Light in the amount of \$92,000. Due to the single high bid, he recommended continuing with only the exterior rehab at this time. City Manager Gabor said he had hoped that by repairing both the interior and exterior, the City would be able to open the Lighthouse to the public and use the attendance fees to maintain it. He said he would continue to do research and provide an update at a later date.

### ***Paving Project – South Water Street***

City Manager Gabor presented a request for assistance with the costs to mill and resurface approximately 300 feet in length of South Water Street beginning at South Main Street and heading in a southerly direction, which would result in drainage improvements to the area in question. A quote of \$15,044.60 had been received from Tetra Tech, who is the contractor that will be milling and resurfacing Water Street from Broadway to Bridge Street in mid-September. City Manager Gabor stated that the Local Street Fund would cover half of the cost, and he was looking for T.I.F.A. to cover the remaining cost in the amount of \$7,522.30 from T.I.F.A. 1.

Board Member Phelan commented that water also pools in the area of Pearl Street and Water Street at the City Beach.

City Manager Gabor said he was not aware of that area pooling, but would look into it.

Chairperson May asked if there was a guarantee that this repair would solve the drainage issue.

City Manager Gabor responded that Tetra Tech engineered this solution to resolve the problem, but there was no absolute guarantee that it would solve the issue.

Motion by Board Member Babcheck, seconded by Board Member Skwiers, to approve \$7,522.30 from TIFA #1 for milling and resurfacing approximately 300 feet of South Water Street, as presented. All Ayes. Motion Carried.

### ***Repairs to Seawall & Cap – North Water Street Park***

City Manager Gabor reported that he did not receive any bids for the Seawall. He said he was setting this aside for now and would provide more information at a later date.

***Paving and Sidewalk Repairs – Chartier and South Belle River***

City Manager Gabor presented two requests for funding support from T.I.F.A. 3.

The first request was for milling and resurfacing work to be done on an area of pavement approximately 250 feet in length of Chartier Avenue from South Third Street to South Belle River Avenue. A bid was obtained from Tetra Tech in the amount \$6,946.24.

The second request was for sidewalk replacement on South Belle River Road in the bridge construction area. Richard Ames, DPW Superintendent, had provided a project cost of \$17,500.00.

City Manager Gabor stated that there were no match monies available for these projects, but he would like to see them completed while Tetra Tech was still in town. He discussed that the City needed to establish a major sidewalk repair program by next year or the City's liability insurance would not be renewed. City Manager Gabor noted that T.I.F.A. #3 currently had \$45,000-\$50,000 set aside for road and sidewalk repairs.

Board Member Lepley inquired if this was the only bid that was received for this sidewalk project.

City Manager Gabor stated that it was and that it looked like a fair price. He said he was trying to get a price together quickly for this meeting, and said he would like to have all paving done by the end of September.

Board Member Lepley expressed concern with only obtaining one bid.

Board Member Phelan suggested approving the funding contingent upon obtaining a second bid.

Motion by Board Member Tisdale, seconded by Board Member Weisenbaugh, to approve \$6,946.24 from T.I.F.A. #3 for milling and resurfacing approximately 250 feet of Chartier Avenue from South Third Street to Belle River Avenue, as presented. All Ayes. Motion Carried.

Motion by Board Member Babchek, seconded by Board Member Phelan, to approve funding for the South Belle River Road sidewalk project for an amount not to exceed \$17,500.00 from T.I.F.A. #3, as presented, contingent upon one additional bid being obtained. All Ayes. Motion Carried.

**Adjournment**

Motion by Board Member Skwiers, seconded by Board Member Phelan, to adjourn at 5:07 PM. All Ayes. Motion Carried.

Respectfully submitted,

Diana S. Kade  
City Clerk

August 20, 2013

Tax Increment Finance Authority  
Marine City Fire Hall  
200 South Parker  
City of Marine City, Michigan 48039

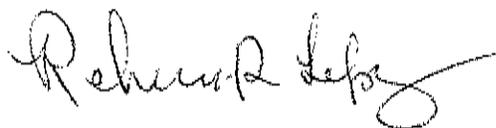
Dear Chair Person May, and Board Members,

On behalf of "Friends of City Hall", I would like to request being placed on the Agenda for your next meeting (September 2013)

We are requesting consideration of the following:

- \$1, 138.00 To cover the advertisement Coasts for the Heritage Day.  
Saturday, September 21, 2013, 10:00 Am - 6:00 PM,  
with a Civil War Encampment beginning  
Friday Evening, September 20, 2013.  
All advertising promotes the City of Marine City.
- \$3,392.00 To complete the funding of a Promotional Video  
By M-1 Productions for educational and fundraising  
Events.

Thank you for your consideration.



Rebecca R. Lepley, Vice President  
Friends of City Hall  
P.O. Box 283  
Marine City, Michigan 48039

810-765-1296  
810-650-5832

M & B Graphics  
 67353 S. Main Richmond, MI 48062  
 199 S. Broadway Lk Orion MI 48362  
 586.727.5749 248.690.7527, AK

robert@printyourfile.com



Invoice

Date	Invoice #
08/06/2013	22325
Terms	Due Date
Due on receipt	08/06/2013

<b>Bill To</b>
judy white Friends of City Hall Judy White

Amount Due	Enclosed
\$1,138.00	

Please detach top portion and return with your payment.

Date	Activity	Quantity	Rate	Amount
08/06/2013	18 x 24 double sided coro signs	100	6.40	640.00
08/06/2013	stakes	1	68.00	68.00
08/06/2013	4 x 4 coro signs	6	40.00	240.00
08/06/2013	4/4 brochures	1000	0.19	190.00
<b>Total</b>				<b>\$1,138.00</b>

RETURN POLICY M & B Graphics will determine if an item or items is returnable or replaceable within 30 days after sale

**M-1 Studios Production Invoice**

**M-1 Studios, LLC.**  
 3029 Hilton Rd  
 Ferndale, MI 48220  
 248-246-7966  
 www.m-1studios.com  
 info@m-1studios.com  
**Friends of City Hall**  
 Phase 1 Video Production  
 2012 Series

**For**  
 Friends Of City Hall  
 City of Marine City  
 P.O. Box 283  
 Marine City, MI 48039  
**Contact**  
 Judy White / Rebecca Lepley  
 810-650-5832  
**Phone**  
 E-Mail  
**Prepared by**  
 Mike Madigan / Rob Guley  
 As of 2/28/2012

Item #	Description	Amount
1	Interior and Exterior Photography Session (Spring 2012)	\$500.00
2	On-Location Interview Session (Full Day - Interior, Marine City, MI)	\$1,565.00
3	On-Location Half-Day (4 Hours) Production Footage (Marine City, MI)	\$2,400.00
4	Post-Production / Editing Services	\$3,525.00
	Sub-total	\$7,990.00
	Non-Profit Organization Discount (20%)	\$1,598.00
	Tax	\$0.00
	Total	\$6,392.00

We look forward to working with you on this project — \$,000.00

3,392.00

11A

# Memo

To: TIFA Board Members  
 From: Mary Ellen McDonald, CPFA/MiCPT  
 Finance Director/Treasurer  
 Date 8/23/13  
 Re: Invoice Approval

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Please include the attached invoice on the agenda of the next TIFA Board Meeting for approval.

<b>US Bank</b>	<b>Account Number 4215_5</b>	<b>\$29,510.00</b>
<b>(Tax Increment Bonds (Seawall Project) (Principal &amp; Interest Payment)</b>		
<b>A/C #250-000.000-991.000</b>		<b>\$25,000.00 (TIFA #1 Fund)</b>
<b>(BUDGET AMOUNT - \$25,000.00 YTD Expenditures - \$0.00</b>		
<b>A/C #250-000.000-995.000</b>		<b>\$4,510.00 (TIFA #1 Fund)</b>
<b>(BUDGET AMOUNT - \$8,240.00 YTD Expenditures - \$0.00)</b>		

If you have any questions, please contact me.

Thank you

**Debt Service Invoice**



**Corporate Trust Services**

CITY OF MARINE CITY  
ATTN: ACCOUNTS PAYABLE  
303 SOUTH WATER STREET

MARINE CITY MI 48039

Name of Issue:  
CITY OF MARINE CITY  
TAX INCREMENT FINANCE AUTHORITY  
TAX INCREMENT BONDS  
DTD 5-1-2001 BI # 4215  
Account Number: 4215\_5  
Debt Service Date: 10/01/2013  
Payment Due Date: 10/01/2013  
Page: 1 of 1

Maturity Date	Rate	Principal Outstanding	Accrual Start Date	Accrual End Date	Interest Due	Principal Due	Call Premium
10/01/2013	4.80%	25,000.00	04/01/2013	09/30/2013	600.00	25,000.00	0.00
10/01/2014	4.90%	30,000.00	04/01/2013	09/30/2013	735.00	0.00	0.00
10/01/2015	5.00%	30,000.00	04/01/2013	09/30/2013	750.00	0.00	0.00
10/01/2016	5.00%	30,000.00	04/01/2013	09/30/2013	750.00	0.00	0.00
10/01/2017	5.10%	30,000.00	04/01/2013	09/30/2013	765.00	0.00	0.00
10/01/2018	5.20%	35,000.00	04/01/2013	09/30/2013	910.00	0.00	0.00
<b>Totals</b>		<b>180,000.00</b>			<b>4,510.00</b>	<b>25,000.00</b>	<b>0.00</b>

**Total Amount Due: \$29,510.00**

Wire Instruction:  
(must be received by 11:30am central time on due date)  
BBK: U.S. Bank N.A. (091000022)  
BNF: U.S. Bank Trust N.A.  
AC: 170225065979  
OBI: TFM  
REF: 4215\_5  
For questions contact: NANCY A SAVAGE 0845

**RECEIVED**  
AUG 22 2013

City of Marine City

*Please Remit with Payment*

Name of Issue:  
CITY OF MARINE CITY  
TAX INCREMENT FINANCE AUTHORITY  
TAX INCREMENT BONDS  
DTD 5-1-2001 BI # 4215

Account #	4215_5
Debt Service Date:	10/01/2013
Payment Due On:	10/01/2013
Net Amount Due:	\$29,510.00
Amount Enclosed:	29,510.00

Remit check to: (must be received 5 business days prior to due date)  
US Bank  
CM-9705  
PO Box 70870  
St. Paul, MN 55170-9705

Change of Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11A

# Memo

To: TIFA Board Members  
 From: Mary Ellen McDonald, CPFA/MiCPT  
 Finance Director/Treasurer  
 Date 8/23/13  
 Re: Invoice Approval

Please include the attached invoice on the agenda of the next TIFA Board Meeting for approval.

**POSTEMA Signs & Graphics Invoice #24815 \$6,745.00**  
**(Electronic Sign installed at 514 S. Parker-DPW Grounds)**  
**(80% of Total Cost - \$33,175.00 Balance of \$6,635.00 due upon completion plus permit fee of \$110.00)**  
**A/C #252-000.000-970.000 \$6,745.00 (TIFA #3 Fund)**  
**(BUDGET AMOUNT - \$35,000.00 YTD Expenditures (\$26,540.00)**  
**(Payment of \$26,540.00 was paid 6/6/13-Previous Fiscal Year)**

If you have any questions, please contact me.  
 Thank you



7475 South Division Avenue, Grand Rapids, MI 49548  
 Phone: (616) 455-0260 Fax: (616) 455-0272

RECEIVED  
 AUG 22 2013

City of Marine City

Invoice

Invoice Number:  
 24815

Invoice Date:  
 Aug 19, 2013

Sold To:

Marine City  
 303 South Water Street  
 Marine City, MI 48039

Payment Terms:

Net 15 Days

A Finance Charge of 1.5% per Month will be added to all invoices over 30

Description

Amount

Manufacture one double sided internally illuminated monument sign with routed aluminum faces backed with acrylic. Posts to be 6" square.	
Lighting to be low voltage white LED modules. Includes mounting structure for LED Display.	3,975.00
Provide one, double sided, WatchFire - 16mm full color LED Display, 3'5" x 8'3". Includes temp sensor and Long Range High Speed Wireless Modem.	27,850.00
Installation...	1,350.00
Electrical Permit fee...	110.00
Less Deposit paid...	-26,540.00

Subtotal 6,745.00

Sales Tax

Total Invoice Amount 6,745.00

Check No: Payment Received 0.00

Balance Due 6,745.00