

City of Marine City

Tax Increment Finance Authority

Meeting Date: Tuesday, February 16, 2016; 4:00 pm

Marine City Fire Hall, 200 S. Parker Street

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call:** Chairperson Craig May; Board Members Frederick Babchek, Rebecca Bryson, Robert Lepley, Charles Seigneurie, Scott Tisdale, Robert Weisenbaugh; and, City Manager Elaine Leven
4. **Approve Agenda (Additions / Deletions)**
5. **Approve Minutes**
 - A. T.I.F.A. Regular Meeting ~ January 19, 2016
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**
9. **New Business**
 - A. Beautification Program
 - B. Discover the Blue Campaign ~ Request for Financial Support
 - C. 2016-2017 Budget Worksheets (to be distributed at meeting)
10. **Financial Business**
 - A. Budget Amendments
 - B. Invoice Approval:
 - Marine City Chamber of Commerce ~ Invoice #1733 (\$4,500)
 - McBride-Manley & Co., PC ~ Invoice #9756 (\$4,235)
 - Miller, Canfield, Paddock & Stone, PLC ~ Invoice #1304312 (\$1,010)
 - Strategic Communication Solutions ~ Invoice #10013 (\$5,000.00)
 - The Monahan Company ~ Invoice #9308 (\$92,921.55)
 - C. Fund Transfer Resolutions
 - D. Preliminary Financial Statements ~ December, 2016
11. **Adjournment**

**City of Marine City
Tax Increment Finance Authority
January 19, 2016**

A regular meeting of T.I.F.A. was held in the Fire Hall, 200 South Parker Street, Marine City, Michigan, on Tuesday, January 19, 2016, and was called to order at 4:00 PM by Chairperson May.

After observing a moment of silence, the Pledge of Allegiance was led by Chairperson May.

Present: Chairperson May; Board Members Babchek, Bryson, Lepley, Seigneurie, and Tisdale; City Manager Leven; City Clerk Baxter

Absent: Board Member Weisenbaugh

Motion by Board Member Lepley, seconded by Board Member Babchek, to excuse Board Member Weisenbaugh from the meeting. All Ayes. Motion Carried.

Approve Agenda

The following items were added to the Agenda:

New Business

Item #9-B Strategic Communication Solutions ~ Year End Report for 2015

Item #9-C 2016 Flower Program

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

Approve Minutes

Motion by Board Member Seigneurie, seconded by Board Member Tisdale, to approve the Minutes of the Regular Tax Increment Finance Authority Meeting held November 17, 2015. All Ayes. Motion Carried.

Motion by Board Member Lepley, seconded by Board Member Seigneurie, to approve the Minutes of the Special Tax Increment Finance Authority Meeting held December 7, 2015, as presented. All Ayes. Motion Carried.

Communications

None.

Public Comment

None.

Unfinished Business

None

New Business

Beautification Program

No information was available to be presented. Board Members requested that the item be placed on the February 16, 2016 Agenda for discussion.

Strategic Communication Solutions ~ Year End Report for 2015

The Year End Report for Strategic Communication Solutions was discussed with City Manager Leven providing updates for the Inn on Water Street and the Safe Routes to School Grant.

Board Member Lepley brought up the Detroit Gasket property and inquired if grants might be available to clean it up.

2016 Flower Program

Due to a 30% price increase from the past grower, Jeanne Frank and the Marine City Garden Club, presented the Board with two quotes for flower baskets and plants to fill the city's whiskey barrels. Both quotes had similar pricing and the Board left the decision up to the Garden Club to choose what greenhouse they would contract with. Mrs. Frank said the Garden Club would look at downsizing the number of baskets and barrels planted, if the TIFA Board was unable to help them as they had in the past.

After a long discussion, the Board made the decision to approve \$4,000.00 initially, so the growers could get the plants started. Permission was given to the Garden Club to come back and ask for consideration of more funding, if necessary.

Motion by Board Member Lepley, seconded by Board Member Tisdale, to approve an initial allotment of \$4,000 to the Marine City Garden Club for their 2016 Flower Program, to allow the contracted greenhouse to begin growing the plants. All Ayes. Motion Carried.

Financial Business

Invoice Approval

Motion by Board Member Lepley, seconded by Board Member Tisdale, to approve US Bank Invoice #4118375 in the amount of \$150.00. All Ayes. Motion Carried.

Motion by Board Member Seigneurie, seconded by Board Member Bryson, to approve Strategic Communication Solutions Invoice #9999 in the amount of \$5,000.00, and Invoice #10006, in the amount of \$5,000.00. All Ayes. Motion Carried.

Motion by Board Member Bryson, seconded by Board Member Babchek, to approve Friends of City Hall Invoice, dated 12/18/2015, in the amount of \$2,000.00. All Ayes. Motion Carried.

Preliminary Financial Statements

Motion by Board Member Lepley, seconded by Board Member Babchek, to accept the Preliminary Financial Statements for October and November, 2015, as presented, and place them on file. All Ayes. Motion Carried.

Adjournment

Motion by Board Member Babchek, seconded by Board Member Seigneurie, to adjourn at 4:44 pm. All Ayes. Motion Carried.

Respectfully submitted,

Kristen Baxter
City Clerk

Memo

To: TIFA Board Members
From: Mary Ellen McDonald, CPFA/MiCPT
Finance Director/Treasurer
Date: 2/4/2016
Re: Budget Amendments

Please include the attached Budget Amendments on the agenda of the next TIFA Board Meeting February 16, 2016.

Thank you

CITY OF MARINE CITY, MICHIGAN
COUNTY OF ST. CLAIR
STATE OF MICHIGAN

RESOLUTION NO. 04-2016

A RESOLUTION TO AMEND THE FISCAL YEAR 2015/2016 BUDGET TO ADJUST FOR CHANGES IN ANTICIPATED REVENUES AND EXPENDITURES.

MEMORANDUM OF A RESOLUTION of the TIFA Board of the City of Marine City, a Michigan Municipal Corporation, adopted at a regular meeting of said Board held at the Fire Hall located at 200 S. Parker Street, Marine City, Michigan on the 16th day of February, 2016, at 4:00PM.

Present:

Absent:

The following preamble and resolution were offered by Board Member _____ and supported by Board Member _____.

WHEREAS, the City Charter of the City of Marine City allows for the amendment of duly approved operating budgets, and

WHEREAS, there is a legitimate need for the amendment of the 2015/2016 Fiscal Year Operating Budget due to unforeseen changes in revenues and expenditures; and

WHEREAS, the TIFA Board of Marine City has reviewed the proposed budget amendments presented by the City Manager, now

THEREFORE, BE IT RESOLVED, the TIFA Board of Marine City approves the budget amendments for the Fiscal Year 2015/2016 Budget as noted in the following summary:
Approved and adopted this ____ day of _____, 20____.

Elaine Leven, City Manager

Attest

Kristen Baxter, City Clerk

**BUDGET AMENDMENTS
MEETING FEBRUARY 16, 2016**

TIFA #1 FUND		
ACTIVITY NUMBER	ACTIVITY NAME	AMENDED BUDGET
	REVENUE	53,235.00
	EXPENDITURES	58,300.00
PROJECTED AMENDED BUDGET REVENUE		\$ 53,235.00
PROJECTED AMENDED BUDGET EXPENDITURES		\$ 58,300.00
NET OF REVENUES/APPROPRIATIONS		\$ (5,065.00)
EST. FUND BALANCE @ 6/30/15		\$ 17,107.27
EST. YEAR-END FUND BALANCE @ 6/30/16		\$ 12,042.27

**BUDGET AMENDMENTS
MEETING FEBRUARY 16, 2016**

TIFA #2 FUND		
ACTIVITY NUMBER	ACTIVITY NAME	AMENDED BUDGET
	REVENUE	28,875.00
	EXPENDITURES	157,825.00
PROJECTED AMENDED BUDGET REVENUE		\$ 28,875.00
PROJECTED AMENDED BUDGET EXPENDITURES		\$ 157,825.00
NET OF REVENUES/APPROPRIATIONS		\$ (128,950.00)
EST. FUND BALANCE @ 6/30/15		\$ 318,181.86
EST. YEAR-END FUND BALANCE @ 6/30/16		\$ 189,231.86

**BUDGET AMENDMENTS
MEETING FEBRUARY 16, 2016**

TIFA #3 FUND		
ACTIVITY NUMBER	ACTIVITY NAME	AMENDED BUDGET
	REVENUE	77,280.00
	EXPENDITURES	233,850.00
PROJECTED AMENDED BUDGET REVENUE		\$ 77,280.00
PROJECTED AMENDED BUDGET EXPENDITURES		\$ 233,850.00
NET OF REVENUES/APPROPRIATIONS		\$ (156,570.00)
EST. FUND BALANCE @ 6/30/15		\$ 547,227.15
EST. YEAR-END FUND BALANCE @ 6/30/16		\$ 390,657.15

**BUDGET AMENDMENTS
MEETING FEBRUARY 16, 2016**

TIFA #1 FUND EXPENDITURES					
A/C Number	Description	Original Budget	Change	New Budget	Explanation
740.000	General Supply	\$ -	\$ 1,650.00	\$ 1,650.00	Flag Poles/Michigan Flags-Approved 8/26/15
970.000	Capital Outlay	\$ -	\$ 1,930.00	\$ 1,930.00	Fire Hydrants-Approved 6/16/15
TOTAL		\$ -	\$ 3,580.00	\$ 3,580.00	
TOTAL REVENUE		\$ 53,235.00	\$ -	\$ 53,235.00	
TOTAL EXPENDITURES		\$ 54,720.00	\$ 3,580.00	\$ 58,300.00	
NET OF REVNUUE/EXPEND.		\$ (1,485.00)	\$ (3,580.00)	\$ (5,065.00)	
FUND BALANCE @ 6/30/15		\$ 17,107.27	\$ -	\$ 17,107.27	
EST. Y/E BALANCE 6/30/16		\$ 15,622.27	\$ (3,580.00)	\$ 12,042.27	

**BUDGET AMENDMENTS
MEETING FEBRUARY 16, 2016**

TIFA #2 FUND EXPENDITURES					
A/C Number	Description	Original Budget	Change	New Budget	Explanation
801.000	Prof. Services	\$ 1,350.00	\$ 20,200.00	\$ 21,550.00	Strategic Comm. Prof. Services Contract Extended to 5/16
970.000 PHASE I	Capital Outlay	\$ 70,000.00	\$ 30,975.00	\$ 100,975.00	Final Pmt-300 Broadway Exterior Improvements
TOTAL		\$ 71,350.00	\$ 51,175.00	\$ 122,525.00	
TOTAL REVENUE		\$ 28,875.00	\$ -	\$ 28,875.00	
TOTAL EXPENDITURES		\$ 106,650.00	\$ 51,175.00	\$ 157,825.00	
NET OF REVNUUE/EXPEND.		\$ (77,775.00)	\$ (51,175.00)	\$ (128,950.00)	
FUND BALANCE @ 6/30/15		\$ 318,181.86	\$ -	\$ 318,181.86	
EST. Y/E BALANCE 6/30/16		\$ 240,406.86	\$ (51,175.00)	\$ 189,231.86	

BUDGET AMENDMENTS
MEETING FEBRUARY 16, 2016

TIFA #3 FUND EXPENDITURES					
A/C Number	Description	Original Budget	Change	New Budget	Explanation
801.000	Prof. Services	\$ 1,900.00	\$ 39,075.00	\$ 40,975.00	Strategic Comm. Prof. Services Contract Extended to 5/16
970.000-PHASE 1	Capital Outlay	\$ 50,000.00	\$ 11,950.00	\$ 61,950.00	Final Pmt-300 Broadway Exterior Improvements
TOTAL		\$ 51,900.00	\$ 51,025.00	\$ 102,925.00	
TOTAL REVENUE		\$ 77,280.00	\$ -	\$ 77,280.00	
TOTAL EXPENDITURES		\$ 182,825.00	\$ 51,025.00	\$ 233,850.00	
NET OF REVNUUE/EXPEND.		\$ (105,545.00)	\$ (51,025.00)	\$ (156,570.00)	
FUND BALANCE @ 6/30/15		\$ 547,227.15	\$ -	\$ 547,227.15	
EST. Y/E BALANCE 6/30/16		\$ 441,682.15	\$ (51,025.00)	\$ 390,657.15	

Memo

To: TIFA Board Members
 From: Mary Ellen McDonald, CPFAMiCPT
 Finance Director/Treasurer
 Date 1/13/16
 Re: Invoice Approval

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

M.C. Chamber of Commerce Invoice #1733 \$4,500.00

(Financial Support for Discover the Blue Campaign-2016)

TIFA #2 Fund
A/C #251-000.000-880.000 \$1,500.00 (TIFA #2 Fund)
(BUDGET AMOUNT - \$3,500.00 YTD Expenditures - \$1,000.00)

TIFA #3 Fund
A/C #252-000.000-880.000 \$3,000.00 (TIFA #3 Fund)
(BUDGET AMOUNT - \$7,500.00 YTD Expenditures - \$1,000.00)

NOTE: TIFA BOARD APPROVED FINANCIAL SUPPORT AT TIFA BOARD MEETING 10/20/15.

If you have any questions, please contact me.

Thank you



201-A Broadway
Marine City, MI 48039
Phone: (810) 765-4501
chamber@visitmarinecity.com
www.visitmarinecity.com

Invoice

Invoice No: 1733
Invoice Date: 01/12/2016

Bill To:

City of Marine City/TIFA
ATTN: Mary Ellen McDonald
303 S. Water Street
Marine City, MI 48039

Description	Amount
Discover the blue - 2016	4,500.00
Subtotal	\$4,500.00
Payments/Credits	\$0.00
Balance Due	\$4,500.00

The Marine City Chamber of Commerce was organized for the purpose of actively developing, promoting, focusing on and ensuring the economic growth and development of our business members and the community at large.

RECEIVED
JAN 12 2016

City of Marine City

Memo

To: TIFA Board Members
From: Mary Ellen McDonald, CPFA/MiCPT
Finance Director/Treasurer
Date 1/19/16
Re: Invoice Approval

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

McBride-Manley	Invoice #9756	\$4,235.00
(Examination of books and records/Preparation of Audited Financial Statements)		
A/C #250-000.000-801.000		\$985.00 (TIFA #1 Fund)
(BUDGET AMOUNT - \$2,000.00 YTD Expenditures - \$0.00)		
A/C #251-000.000-801.000		\$1,350.00 (TIFA #2 Fund)
(BUDGET AMOUNT - \$1,350.00 YTD Expenditures - \$0.00 Auditing Services Only)		
A/C #252-000.000-801.000		\$1,900.00 (TIFA #3 Fund)
(BUDGET AMOUNT - \$1,900.00 YTD Expenditures - \$0.00 Auditing Services Only)		

If you have any questions, please contact me.

Thank you

INVOICE

McBride - Manley



& COMPANY P.C.

CERTIFIED PUBLIC
ACCOUNTANTS

Certified Public Accountants

1115 S. PARKER STREET

(810) 765-4700

MARINE CITY MI 48039

CITY OF MARINE CITY
303 S WATER STREET
MARINE CITY, MI 48039

Date: 12/31/2015

Invoice: 9756
Client Id: MARIN

Examination of books and records for the year ended
June 30, 2015.

Preparation of audited financial statements for the
year ended June 30, 2015.

By Fund:

General Fund	\$ 15,095
Water & Sewer Fund	8,000
Major Street Fund	515
Local Street Fund	515
TIFA #1	985
TIFA #2	1,350
TIFA #3	1,900
	<u>\$ 28,360</u>

Total Invoice	\$ 28,360.00
Less Preliminary Payment	<u>(10,660.50)</u>
Current Amount Due	<u>\$ 17,699.50</u>

PAYABLE WITHIN 30 DAYS OF RECEIPT. ALL AMOUNTS NOT PAID WITHIN 60 DAYS OF INVOICE DATE WILL BE
SUBJECT TO A FINANCE CHARGE OF 1.5% PER MONTH.

RECEIVED
JAN 19 2016

City of Marine City

Memo

To: TIFA Board Members
From: Mary Ellen McDonald, CPFAMiCPT
Finance Director/Treasurer
Date 1/19/16
Re: Invoice Approval

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

Miller, Canfield, Paddock & Stone, P.L.C. Invoice #1304312 \$1,010.00

(Professional Services –December 2015. TIFA Plan #2 and TIFA Plan #3 Amendments)

A/C #251-000.000-801.000 \$505.00 (TIFA #2 Fund)

(BUDGET AMOUNT - \$1,550.00 YTD Expenditures - \$11,666.69)

A/C #252-000.000-801.000 \$505.00 (TIFA #3 Fund)

(BUDGET AMOUNT - \$1,900.00 YTD Expenditures - \$23,333.31)

If you have any questions, please contact me.

Thank you

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

A Professional Limited Liability Company

150 West Jefferson, Suite 2500

Detroit, Michigan 48226

(313) 963-6420

Taxpayer I.D. No. 38-0836500

Attorney-Client/Attorney Work Product Privileged

Elaine Leven, City Manager
Marine City, City of
303 South Water Street
Marine City, MI 48039

Please reference **Invoice #1304312**
when remitting payment.

January 11, 2016

For professional services rendered through
January 11, 2016 in connection with the following—

Re: Miscellaneous TIFA Matters
Client/Matter #056138/00025
Billing Attorney: Patrick F McGow

FEES BILLED THIS INVOICE.....	\$ 1,010.00
COSTS BILLED THIS INVOICE.....	\$ 0.00
TOTAL AMOUNT DUE.....	\$ 1,010.00

PAYMENT OPTIONS:

CHECK Payable To: Miller, Canfield, Paddock and Stone
P. O. Drawer 640348 Detroit, MI 48264-0348

US WIRE TRANSFER Comerica Bank ABA#: 072000096
Swift Code: MNBDUS33 (for international wires only)
Account: 1840-09284-3

If wiring funds, please send payment information to accounting@millercanfield.com
To confirm wire information contact our Treasury Manager at (313) 496-8432

Under the Firm's collection policy, payment is expected within 30 days.
Our accounting department may contact you regarding invoices remaining unpaid after 60 days.



MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

A Professional Limited Liability Company

150 West Jefferson, Suite 2500

Detroit, Michigan 48226

(313) 963-6420

Taxpayer I.D. No. 38-0836500

Attorney-Client/Attorney Work Product Privileged

Elaine Leven, City Manager
Marine City, City of
303 South Water Street
Marine City, MI 48039
United States of America

Please reference **Invoice #1304312**
when remitting payment.

January 11, 2016

For professional services rendered through
January 11, 2016 in connection with the following—

Re: Miscellaneous TIFA Matters
Client/Matter #056138/00025
Billing Attorney: Patrick F McGow

FEES

Date	Timekeeper/Description	Hours	Amount
12/02/15	<i>Patrick McGow</i> Telephone conference with City Manager regarding TIFA Plan expiration and timetable for amendment.	0.40	112.00
12/04/15	<i>Patrick McGow</i> Draft and send TIFA Resolution approving Plan amendment. Prepare short Plan amendment. Emails with Manager.	0.80	224.00
12/07/15	<i>Laura Bassett</i> Draft form of notice of public hearing on TIFA Plan amendments and form of letter to taxing units on same. Phone calls and email to City Manager. Discuss TIFA Plan amendments with P. McGow.	1.10	247.50
12/07/15	<i>Patrick McGow</i> Review forms of notices. Discuss drafts and documents with Laura Bassett.	0.50	140.00
12/10/15	<i>Laura Bassett</i> Draft resolution for City Commission to approve TIFA plan amendments.	0.90	202.50

MILLER, CANFIELD, PADDOCK AND STONE, LLP

Attorney-Client/Attorney Work Product Privileged

January 11, 2016

Invoice # 1304312

<u>Date</u>	<u>Timekeeper/Description</u>	<u>Hours</u>	<u>Amount</u>
12/18/15	<i>Patrick McGow</i> Telephone conference with Mary Ellen McDonald regarding return of surplus funds. Telephone conference with City Manager regarding same.	0.30	84.00
	FEEES DUE THIS MATTER.....		\$ 1,010.00
	TOTAL DUE FOR INVOICE #1304312.....		\$ 1,010.00

Memo

To: TIFA Board Members
From: Mary Ellen McDonald, CPFA/MiCPT
Finance Director/Treasurer
Date 1/20/16
Re: Invoice Approval

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

Strategic Comm. Solutions, Inc.	Invoice #10013	\$5,000.00
(Retainer Fee-Consulting Services for February 2016)		
A/C #251-000.000-801.000		\$1,666.67 (TIFA #2 Fund)
(BUDGET AMOUNT - \$0.00 Comm. Solutions, Inc. Only)	YTD Expenditures - \$11,666.69 Strategic	
A/C #252-000.000-801.000		\$3,333.33 (TIFA #3 Fund)
(BUDGET AMOUNT - \$0.00 Comm. Solutions, Inc. Only)	YTD Expenditures - \$23,333.31 Strategic	

NOTE: TIFA BOARD APPROVED EXTENSION OF CONTRACT THRU MAY 31, 2016 AT MEETING 11/17/15.

If you have any questions, please contact me.

Thank you

Strategic Communication Solutions, Inc.

43422 West Oaks Drive

#338

Novi, MI 48377-3427

Invoice

Date	Invoice #
2/1/2016	10013

Bill To
City of Marine City Attn: City Manager 303 S. Water Marine City, MI 48039

P.O. No.

Description	Amount
Enclosed is our retainer statement for the period of February, 2016 for consulting services rendered by Strategic Communication Solutions, Inc.	5,000.00
RECEIVED JAN 19 2016 City of Marine City	
Total	\$5,000.00 ✓

Memo

To: TIFA Board Members
From: Mary Ellen McDonald, CPFAMiCPT
Finance Director/Treasurer
Date 2/2/16
Re: Invoice Approval

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

The Monahan Company Invoice #9308 \$92,921.55
(300 Broadway Phase I – Exterior Project – FINAL PAYMENT)

A/C #251-000.000-970.000 \$30,973.85 (TIFA #2 Fund)
(BUDGET AMOUNT - \$0.00 YTD Expenditures - \$0.00)
(300 Broadway Phase I- Exterior Project Only. Budget Amendment will be included in TIFA Packet)

A/C #252-000.000-970.000 \$61,947.70 (TIFA #3 Fund)
(BUDGET AMOUNT - \$0.00 YTD Expenditures - \$0.00)
(300 Broadway Phase I- Exterior Project Only. Budget Amendment will be included in TIFA Packet)

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

THE MONAHAN COMPANY
GENERAL CONTRACTORS

Invoice No. 9308
January 26, 2016
Job # 10-910

TO:

City of Marine City
303 S. Water Street
Marine City, MI 48039

Completion of Design & Construction work at Marine City City Hall per the attached Application for Payment No. 13.

See Attached Breakdown

\$ 92,921.55

Total Amount Due

\$92,921.55



TO (OWNER):
 CITY OF MARINE CITY
 303 S. WATER STREET
 MARINE CITY, MI 48039

PROJECT:
 MARINE CITY HISTORIC CITY HALL RENOVATION
 MARINE CITY, MI
 TMC PROJECT NO. 10-910

APPLICATION NUMBER: 13
 PERIOD TO: 1-26-16

FROM (DESIGN-BUILDER):
 THE MONAHAN CO.
 21321 KELLY ROAD
 EASTPOINTE, MI 48021

CONTRACT FOR: DESIGN SERVICES - PHASE 1

CONTRACT DATE: 8-10-10

CONTRACTORS APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract. Continuation sheet AIA Document G703, is attached

CHANGE ORDER SUMMARY			
Change Orders approved in previous months by owner		ADDITIONS	DEDUCTIONS
TOTAL		753,196.96	
Approved this month			
Number	Date Approved		
3		-27,577.51	
TOTALS		-27,577.51	0.00
Net Change by Change Orders		725,619.45	

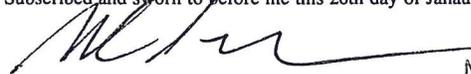
1. ORIGINAL CONTRACT SUM.....	\$	195,000.00	✓
2. Net change by Change Orders.....	\$	725,619.45	✓
3. CONTRACT SUM TO DATE (Line 1+2).....	\$	920,619.45	✓
4. TOTAL COMPLETED & STORED TO DATE.....	\$	920,619.45	✓
(Column G on page 2)			
5. RETAINAGE			
a. 0 TO 10% of Construction Work.....	\$	0.00	
b. 10% of Stored Materials.....	\$	0.00	
Total Retainage(Line 5a + 5b or total in Column I of G703).....			
	\$	0.00	
6. TOTAL EARNED LESS RETAINAGE.....	\$	920,619.45	✓
(Line 4 less line 5 Total)			
7. LESS: PREVIOUS CERTIFICATES FOR PAYMENT.....	\$	827,697.90	✓
(Line 6 from prior Certificate)			
8. CURRENT PAYMENT DUE.....	\$	92,921.55	✓
9. BALANCE TO FINISH PLUS RETAINAGE.....	\$	0.00	
(Line 3 less Line 6)			

The undersigned Contractor certifies that to the best of the Contractors knowledge information and belief, the Work covered by this Application for Payment has been completed in accordance with the contract documents, that all amounts have been paid by the Contractor for which previous Certificates for Payment were issued and Payments received from the Owner, and that current Payment shown herein is now due.

DESIGN-BUILDER: THE MONAHAN CO.

State of Michigan County of Macomb
 Subscribed and sworn to before me this 26th day of January, 2016

BY:  DATE: 1/26/16


 MICHAEL P. MONAHAN
 NOTARY PUBLIC, STATE OF MI
 COUNTY OF WAYNE
 MY COMMISSION EXPIRES Sep 27, 2017
 ACTING IN COUNTY OF

ARCHITECTS CERTIFICATE FOR PAYMENT

AMOUNT CERTIFIED

In accordance with the Contract Documents, based on on-site observations and the data comprising the above Application, the Architect certifies to the Owner that to the best of the Architects knowledge, information and belief the work has progressed and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

(Attach explanation if amount certified differs from the amount applied for.)
 ARCHITECT:

By: _____ Date: _____

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractors signed Certificate is attached.

APPLICATION NUMBER: 13
APPLICATION DATE: 1-26-16
PERIOD TO: 1-26-16
T.M.C. PROJECT NUMBER: 10-910

MARINE CITY HISTORIC CITY HALL RENOVATION

ITEM NO.	DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G/C)	I BALANCE TO FINISH (C-G)	RETAINAGE
			D FROM PREVIOUS APPLICATION (D+E)	E THIS PERIOD					
1	NEUMANN SMITH ARCHITECTURE SCHEMATIC DESIGN/DESIGN DEVELOPMENT	70,000.00	70,000.00			70,000.00	100.00%	0.00	0.00
3	NEUMANN SMITH ARCHITECTURE CONSTRUCTION DOCUMENTS	100,000.00	100,000.00			100,000.00	100.00%	0.00	0.00
4	NEUMANN SMITH ARCHITECTURE CONSTRUCTION ADMINISTRATION	25,000.00	21,250.00	3,750.00		25,000.00	100.00%	0.00	0.00
CONSTRUCTION WORK PER ADDENDUM									
1	THE MONAHAN CO. GENERAL CONDITIONS	60,600.00	44,048.18	16,551.82		60,600.00	100.00%	0.00	0.00
2	MJ VAN OVERBEKE CONTRACTING DEMO/CONCRETE WORK	19,900.00	19,900.00			19,900.00	100.00%	0.00	0.00
3	KEHRIG STEEL, INC. EXTERIOR HANDRAILS, STEEL	8,860.00	0.00	8,860.00		8,860.00	100.00%	0.00	0.00
4	TK CONSTRUCTION CARPENTRY	55,150.00	52,392.50	2,757.50		55,150.00	100.00%	0.00	0.00
5	GAMALSKI BUILDING SUPPLY HM DOORS, FRAMES, HARDWARE	5,988.00	0.00	5,988.00		5,988.00	100.00%	0.00	0.00
6	DC BYERS, INC. DAMPROOF BASEMENT DOOR	700.00	0.00	700.00		700.00	100.00%	0.00	0.00
7	POE RESTORATION, INC. MASONRY	189,750.00	189,750.00			189,750.00	100.00%	0.00	0.00
8	RB ROOFING, INC. ROOFING	37,250.00	15,000.00	22,250.00		37,250.00	100.00%	0.00	0.00
9	ALLOWANCE COPPER ROOF SCUPPER	1,600.00	0.00	1,600.00		1,600.00	100.00%	0.00	0.00
10	PARROT WINDOWS & DOOR REPLACEMENT DOORS & WINDOWS	275,169.00	275,169.00			275,169.00	100.00%	0.00	0.00
11	MICHAEL MEDA PAINTING PAINTING	4,150.00	2,697.50	1,452.50		4,150.00	100.00%	0.00	0.00

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractors signed Certificate is attached.

APPLICATION NUMBER: 13
APPLICATION DATE: 1-26-16
PERIOD TO: 1-26-16
T.M.C. PROJECT NUMBER: 10-910

MARINE CITY HISTORIC CITY HALL RENOVATION

ITEM NO.	DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G/C)	I BALANCE TO FINISH (C-G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD					
12	THE MONAHAN CO. RESTORE 8 TOWER LOUVERS	8,000.00	8,000.00			8,000.00	100.00%	0.00	0.00
13	THE MONAHAN CO. RESTORE WOOD ARCH, SE 2ND FL	2,500.00	0.00	2,500.00		2,500.00	100.00%	0.00	0.00
14	THE MONAHAN CO. LIFT RENTAL	8,000.00	5,000.00	3,000.00		8,000.00	100.00%	0.00	0.00
15	THE MONAHAN CO. FEE	33,880.85	29,427.89	4,452.96		33,880.85	100.00%	0.00	0.00
16	THE MONAHAN CO. PERFORMANCE BOND	7,818.26	7,818.26			7,818.26	100.00%	0.00	0.00
17	CONTINGENCY BALANCE	27,577.51	0.00	27,577.51		27,577.51	100.00%	0.00	0.00
18	CHANGE ORDER NO. 1	2,625.00	2,625.00			2,625.00	100.00%	0.00	0.00
19	CHANGE ORDER NO. 2	3,678.34	3,678.34			3,678.34	100.00%	0.00	0.00
20	CHANGE ORDER NO. 3	-27,577.51		-27,577.51		-27,577.51	100.00%	0.00	0.00
		920,619.45	846,756.67	73,862.78	0.00	920,619.45	100.00%	0.00	0.00

SWORN STATEMENT

STATE OF MICHIGAN)
)SS
 COUNTY OF MACOMB)

 KEVIN MONAHAN

, being duly sworn,

deposes and says:

That he makes the Sworn statement on behalf of The Monahan Co., who is the contractor for an improvement to the following described real property situated in Macomb County, Michigan and described as follows:

**Marine City Historic City Hall Renovation
 Marine City, Michigan**

That the following is a statement of each subcontractor and supplier and laborer, for which laborer the payment of wages or fringe benefits and withholdings is due but unpaid, with whom the contractor has subcontracted for performance under the contract with the owner or lessee thereof, and that the amounts due to the persons as of the date thereof are correctly and fully set forth opposite their names, as follows:

Name of subcontractor, supplier, or laborer	Type of improvement furnished	Total contract price	Amount already paid	Amount currently owing	Balance to complete	Amount of laborer wages due but unpaid
NEUMANN SMITH ARCHITECTURE	DESIGN	197,752.68	194,002.68	3,750.00	0.00	
MJ VAN OVERBEKE CONTRACTING	DEMO/CONCRETE WORK	19,900.00	18,603.00	1,297.00	0.00	
TK CONSTRUCTION	CARPENTRY WORK	55,150.00	55,150.00		0.00	
POE RESTORATION	MASONRY	190,973.18	190,973.18		0.00	
PARROT WINDOW & DOOR	REPLACEMENT DOORS & WINDOWS	275,169.00	275,169.00		0.00	
RUBBER BABY ROOFING	ROOFING	37,250.00	31,500.00	5,750.00	0.00	
MICHAEL MEDA PAINTING	PAINTING	14,500.00	14,500.00		0.00	
ALL OTHER SUPPLIERS AND WAGES HAVE BEEN PAID IN FULL THROUGH January 26, 2016						

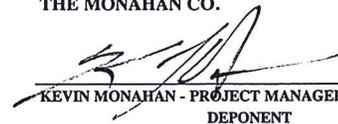
(Some columns are not applicable to all persons listed)

That the contractor has not procured material from, or subcontracted with, any person other than those set forth above and owes no money for the improvement.

Deponent further says that he or she makes the foregoing statement as the contractor for the purpose of representing to the owner or lessee of the above described premises and his or her agents that the above described property is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth above and except for claims of construction liens by laborers which may be provided pursuant to section 109 of the construction lien act, Act No. 497 of the Public Acts of 1980, as amended, being section 570.1109 of the Michigan Compiled Laws.

WARNING TO OWNER: AN OWNER OR LESSEE OF THE ABOVE DESCRIBED PROPERTY MAY NOT RELY ON THIS SWORN STATEMENT TO AVOID THE CLAIM OF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING OR A LABORER WHO MAY PROVIDE A NOTICE OF FURNISHING PURSUANT TO SECTION 109 OF THE CONSTRUCTION LIEN ACT TO THE DESIGNEE OR THE OWNER OR LESSEE IF THE DESIGNEE IS NOT NAMED OR HAS DIED.

THE MONAHAN CO.


 KEVIN MONAHAN - PROJECT MANAGER
 DEPONENT

WARNING TO DEPONENT: A PERSON, WHO WITH INTENT TO FRAUD GIVES A FALSE SWORN STATEMENT IS SUBJECT TO CRIMINAL PENALTIES AS PROVIDED IN SECTION 110 OF THE CONSTRUCTION LIEN ACT, ACT NO. 497 OF THE PUBLIC ACTS OF 1980, AS AMENDED, BEING SECTION 570.2220 OF THE MICHIGAN COMPILED LAWS.

SUBSCRIBED AND SWORN TO BEFORE ME THIS
 26TH day of January, 2016

 NOTARY PUBLIC

MICHAEL P. MONAHAN
 NOTARY PUBLIC, STATE OF MI
 COUNTY OF WAYNE
 MY COMMISSION EXPIRES Sep 27, 2017
 ACTING IN COUNTY OF

CHANGE ORDER

AIA DOCUMENT G701

PROJECT:
MARINE CITY HISTORIC CITY HALL RESTORATION
MARINE CITY , MICHIGAN

CHANGE ORDER NUMBER: 3
DATE: January 26, 2016

TO DESIGN-BUILDER:
THE MONAHAN CO.
21321 KELLY ROAD
EASTPOINTE, MICHIGAN 48021

CONTRACT DATE:
CONTRACT FOR: GENERAL CONTRACTING SERVICES
THE MONAHAN CO. JOB NO. 10-910

The Contract is changed as follows:

ITEM 1	CREDIT BALANCE OF CONTINGENCY TO OWNER	DEDUCT	-\$27,577.51
TOTAL			<u><u>-\$27,577.51</u></u>

Not valid until signed by the Owner and Design-Builder

The original (Contract Sum) xxxxxxxxxxxxxxxxxxxxxxxx was.....	\$ 948,196.96
Net change by previously authorized Change Orders.....	\$ 0.00
The (Contract Sum) xxxxxxxxxxxxxxxxxxxxxxxx prior to this change order was.....	\$ 948,196.96
The (Contract Sum) will be (decreased) by this Change Order in the amount of.....	\$ -27,577.51
The Contingency Balance Prior to this Change Order was.....	\$ 27,577.51
The Contingency will be (decreased) by this Change Order in the amount of.....	\$ -27,577.51
The Contingency Balance after this Change Order will be.....	\$ 0.00
The new (Contract Sum) including this Change Order and Contingency will be.....	\$ 920,619.45

The Contract Time will be xxxxxxxxxxxxxxxx (Unchanged) by () days.
The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

N/A

ARCHITECT

Address

By

DATE

THE MONAHAN CO.

DESIGN-BUILDER
21321 KELLY ROAD

Address
EASTPOINTE, MI 48021

By 

DATE 1/26/16

CITY OF MARINE CITY

OWNER
303 S. WATER STREET

Address
MARINE CITY, MI 48039

By

DATE

PARTIAL UNCONDITIONAL WAIVER

I/we have a contract with City of Marine City

to provide GENERAL CONTRACTING SERVICES

for the improvement to the property described as _____

Marine City Historic City Hall Renovations

Marine City, Michigan

and hereby waive my/our construction lien to the amount of \$127,359.90

for labor/materials provided through April 29, 2013

This waiver, together with all previous waivers, if any (circle one) does/does not cover all amounts due to me/us for contract improvements provided through the date shown above.

THE MONAHAN CO.

BY: _____

MICHAEL P. MONAHAN - CONTROLLER

Address: 21321 KELLY ROAD

EASTPOINTE, MICHIGAN 48021

Telephone: (586) 774-3940

Signed on: May 23, 2013

Draw 12 copies

EXHIBIT F

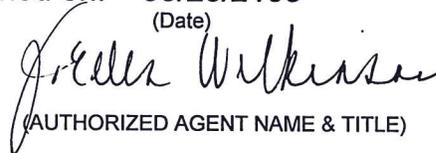
CONSULTANT'S,
SUB-CONSULTANT
PARTIAL UNCONDITIONAL WAIVER OF LIEN

I/WE have a contract with The Monahan Company
(Name of Consultant/Subconsultant)
to provide Architectural Services
(Brief Description of Work Scope)

for the improvement to property commonly known as Marine City-Historic City Hall Preservation
(Name of Project)
and particularly described in the Contract, and hereby waive my/our construction lien rights to the
previous amount of \$3,765.75, for labor/materials provided through Inv. #1205062-5-1-2013
(Previous Months Net) (Neumann Invoice # & Date of Invoice)

This waiver, together with all previous waivers, if any, covers all amounts due to me/us for
improvements provided through the date shown above:

Signed on: 05/23/2103
(Date)


(AUTHORIZED AGENT NAME & TITLE)

Neumann/Smith Architecture
(Consultant/Sub-consultant Name)

Address: 400 Galleria, Suite 555
Southfield, MI 48034
Telephone: 248-352-8310

*DO NOT SIGN BLANK OR INCOMPLETE FORMS * RETAIN A COPY*

FULL UNCONDITIONAL WAIVER

I/WE HAVE A CONTRACT WITH THE MONAHAN COMPANY
(other contracting party)

TO PROVIDE Carpentry

FOR THE IMPROVEMENT TO THE PROPERTY DESCRIBED AS:
marine city

HAVING BEEN FULLY PAID AND SATISFIED, ALL MY/OUR CONSTRUCTION
LIEN RIGHTS AGAINST SUBJECT PROPERTY ARE HEREBY WAIVED AND
RELEASED.

COMPANY: TK construction

(signature of lien claimant)

SIGNED ON: 6-26-13

ADDRESS: 40550 American Elm
macomb 48044

TELEPHONE: 586-293-5743

WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS
RETAIN A COPY

FULL UNCONDITIONAL WAIVER

I/WE HAVE A CONTRACT WITH THE MONAHAN COMPANY
(other contracting party)

TO PROVIDE Restoration

FOR THE IMPROVEMENT TO THE PROPERTY DESCRIBED AS:

Maine City

HAVING BEEN FULLY PAID AND SATISFIED, ALL MY/OUR CONSTRUCTION
LIEN RIGHTS AGAINST SUBJECT PROPERTY ARE HEREBY WAIVED AND
RELEASED.

COMPANY: Pop Restoration

[Signature]
(signature of lien claimant)

SIGNED ON: 2/13/14

ADDRESS: 13401 Cloverdale
Oak Park, M.I. 48237

TELEPHONE: 248-360-7788

WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS
RETAIN A COPY

FULL UNCONDITIONAL WAIVER

I/WE HAVE A CONTRACT WITH THE MONAHAN COMPANY
(other contracting party)

TO PROVIDE WINDOWS, DOORS, MILLWORK

FOR THE IMPROVEMENT TO THE PROPERTY DESCRIBED AS:

MARINE CITY TOWN HALL

300 BROADWAY

MARINE CITY, MI 48039

**HAVING BEEN FULLY PAID AND SATISFIED, ALL MY/OUR CONSTRUCTION
LIEN RIGHTS AGAINST SUBJECT PROPERTY ARE HEREBY WAIVED AND
RELEASED.**

COMPANY: PARRETT MANUFACTURING, INC
Donald R. Lafford PRES
(signature of lien claimant)

SIGNED ON: 5-12-13

ADDRESS: 810 - SECOND AVENUE EAST
DORCHESTER, WI 54425

TELEPHONE: 715-654-6444

WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS
RETAIN A COPY

PARTIAL UNCONDITIONAL WAIVER

I/we have a contract with THE MENAHAN CO.
(other contracting party)
 to provide ROOFING & SHEET METAL
 for the improvement to the property described as MARINE CITY HALL
RENOVATIONS
 and hereby waive my/our construction lien to the amount of \$ 13,500.00 for
 labor/materials provided through 5-24-2013
(date)

This waiver, together with all previous waivers, if any, (circle one) does/does not cover all amounts due to me/us for contract improvements provided through the date shown above.

RUBBER BABY RFB, INC.
 BY: Thomas E. Wozny
(signature of lien claimant)
 Address: 32677 Utica Rd.
FARMER, MI. 48026
 Telephone: (586) 793-6926

Signed on: 5-24-2013
(date)

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

PARTIAL UNCONDITIONAL WAIVER

I/we have a contract with The Monahan Co.
(other contracting party)
to provide ROOFING & SHEET METAL

for the improvement to the property described as
HISTORIC CITY HALL OF MARINE CITY
MARINE CITY, ME.

and hereby waive my/our construction lien to the amount of \$ 15,000.⁰⁰ for
labor/materials provided through 9-10-2013
(date)

This waiver, together with all previous waivers, if any, (circle one) does/does not cover all
amounts due to me/us for contract improvements provided through the date shown above.

BY: RUBEN BAZZALU
Thomas E. Maguire
(signature of lien claimant)

Address: 32677 UTAH RD.
FRASER, ME 48026

Telephone: (504) 293-6926

Signed on: Sept 10, 2013
(date)

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

PARTIAL UNCONDITIONAL WAIVER
(Under the Construction Lien Act of 1980)

1624 1/2

THE "GOOD" LINE OF LEGAL BLANKS
THE RIEGLE PRESS, INC., FLINT, MICH.

I/we have a contract with The Monahan Co.
 (other contracting party)
 to provide ROOFING / SHEET METAL
 for the improvement to the property described as MARINE CITY HALL -
MARINE CITY, MI.
 (use attachment if needed)
 and hereby waive my/our construction lien to the amount of \$ 3,000.00
 for labor/materials provided through 3-30-2013
 (date)

This waiver, together with all previous waivers, if any, (circle one) does does not cover all amounts due to me/us for contract improvement provided through the date shown above.

RUBBER BABY ROOFING.
Sharon E. Wray
 (signature of lien claimant)

Address: 32677 UICHA RD.
FRASER, MI. 48026
 Telephone: (586) 293-6926

Signed on: 3-27-2013
 (date)

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

INSTRUCTIONS

1. Any waiver of construction lien rights in advance of work performed is invalid.
2. A waiver of construction lien rights is valid only to the extent that payment for labor and material furnished was actually made to the person giving the waiver.

FULL UNCONDITIONAL WAIVER

I/WE HAVE A CONTRACT WITH THE MONAHAN COMPANY
(other contracting party)

TO PROVIDE Painting

FOR THE IMPROVEMENT TO THE PROPERTY DESCRIBED AS:

Marine City

HAVING BEEN FULLY PAID AND SATISFIED, ALL MY/OUR CONSTRUCTION
LIEN RIGHTS AGAINST SUBJECT PROPERTY ARE HEREBY WAIVED AND
RELEASED.

COMPANY: MEJA PAINTING
[Signature]
[Signature]
(signature of lien claimant)

SIGNED ON: 8.29.13

ADDRESS: 333 Monahan Rd
G.P.F. 48236

TELEPHONE: _____

WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS
RETAIN A COPY

10C

Memo

To: TIFA Board Members
From: Mary Ellen McDonald, CPFAMiCPT
Finance Director/Treasurer
Date: 2/4/2016
Re: Fund Transfer Resolution

Please include the attached Fund Transfer Resolution on the agenda of the next TIFA Board Meeting February 16, 2016.

1. Transfer from TIFA #1 to General Fund - \$10,600.00 (Administrative Services)
2. Transfer from TIFA #2 to General Fund - \$15,250.00 (Administrative Services)
3. Transfer from TIFA #3 to General Fund - \$47,425.00 (Administrative Services)

Thank you

10-c

CITY OF MARINE CITY, MICHIGAN
COUNTY OF ST. CLAIR
STATE OF MICHIGAN

Resolution No. 05-2016

A RESOLUTION TO APPROVE THE FUND TRANSFER FROM TIFA #1 FUND TO GENERAL FUND.

MEMORANDUM OF A RESOLUTION of the TIFA Board of the City of Marine City, a Michigan Municipal Corporation, adopted at a regular meeting of said Board held at the Fire Hall located at 200 S. Parker Street, Marine City, Michigan on the 16th day of February, 2016, at 4:00PM.

Present:

Absent:

The following preamble and resolution were offered by Board Member and supported by Board Member _____.

WHEREAS, the City of Marine City TIFA Board approves the fund transfer for the Fiscal Year 2015/16 Budget as noted in the following summary:

Fund transfer from TIFA #1 Fund to General Fund as stated in the 2015/16 Budget - \$10,600.00. (Administrative Services).

Approved and adopted this _____ day of _____, 20____.

Elaine Leven, City Manager

Attest

Kristen Baxter, City Clerk

CITY OF MARINE CITY, MICHIGAN
COUNTY OF ST. CLAIR
STATE OF MICHIGAN

Resolution No. 06-2016

A RESOLUTION TO APPROVE THE FUND TRANSFER FROM TIFA #2 FUND TO GENERAL FUND.

MEMORANDUM OF A RESOLUTION of the TIFA Board of the City of Marine City, a Michigan Municipal Corporation, adopted at a regular meeting of said Board held at the Fire Hall located at 200 S. Parker Street, Marine City, Michigan on the 16th day of February, 2016, at 4:00PM.

Present:

Absent:

The following preamble and resolution were offered by Board Member and supported by Board Member _____.

WHEREAS, the City of Marine City TIFA Board approves the fund transfer for the Fiscal Year 2015/16 Budget as noted in the following summary:

Fund transfer from TIFA #2 Fund to General Fund as stated in the 2015/16 Budget - \$15,250.00. (Administrative Services).

Approved and adopted this _____ day of _____, 20____.

Elaine Leven, City Manager

Attest

Kristen Baxter, City Clerk

b-c

CITY OF MARINE CITY, MICHIGAN
COUNTY OF ST. CLAIR
STATE OF MICHIGAN

Resolution No. 07-2016

A RESOLUTION TO APPROVE THE FUND TRANSFER FROM TIFA #3 FUND TO GENERAL FUND.

MEMORANDUM OF A RESOLUTION of the TIFA Board of the City of Marine City, a Michigan Municipal Corporation, adopted at a regular meeting of said Board held at the Fire Hall located at 200 S. Parker Street, Marine City, Michigan on the 16th day of February, 2016, at 4:00PM.

Present:

Absent:

The following preamble and resolution were offered by Board Member and supported by Board Member _____.

WHEREAS, the City of Marine City TIFA Board approves the fund transfer for the Fiscal Year 2015/16 Budget as noted in the following summary:

Fund transfer from TIFA #3 Fund to General Fund as stated in the 2015/16 Budget - \$47,425.00. (Administrative Services).

Approved and adopted this _____ day of _____, 20____.

Elaine Leven, City Manager

Attest

Kristen Baxter, City Clerk

Memo

To: TIFA Board Members

From: Mary Ellen McDonald, CPFA/MiCPT
Finance Director/Treasurer

Date 1/14/16

Re: **PRELIMINARY FINANCIAL STATEMENTS FOR DECEMBER 2015**

Please include the attached **Preliminary Financial Statements for December 2015** on the agenda of the next TIFA Board Meeting. If you have any questions, please contact me.

Thank you

Fund 250 TIFA 1

GL Number	Description	Balance
*** Assets ***		
250-000.000-001.001	CASH	32,762.56
Total Assets		32,762.56
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
250-000.000-353.027	DESIGNATED FUNDS-STREET SCAPE	10,000.00
250-000.000-390.000	Fund Balance	17,107.27
Total Fund Balance		27,107.27
Beginning Fund Balance		27,107.27
Net of Revenues VS Expenditures		5,655.29
Ending Fund Balance		32,762.56
Total Liabilities And Fund Balance		32,762.56

PRELIMINARY
FINANCIAL
STATEMENTS
DECEMBER 2015

PERIOD ENDING 12/31/2015

PRELIMINARY FINANCIAL STATEMENTS-DECEMBER 2015

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2 INCR (DECR)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 250 - TIFA 1								
Revenues								
Dept 000.000								
250-000.000-402.000	CURRENT PROPERTY TAX	53,225.00	53,225.00	44,199.57	0.00	0.00	9,025.43	83.04
250-000.000-665.000	INTEREST	10.00	10.00	0.72	0.00	0.00	9.28	7.20
Total Dept 000.000		53,235.00	53,235.00	44,200.29	0.00	0.00	9,034.71	83.03
TOTAL Revenues		53,235.00	53,235.00	44,200.29	0.00	0.00	9,034.71	83.03
Expenditures								
Dept 000.000								
250-000.000-702.000	WAGES-FULL TIME	100.00	100.00	0.00	0.00	0.00	100.00	0.00
250-000.000-703.000	WAGES-PART TIME	100.00	100.00	0.00	0.00	0.00	100.00	0.00
250-000.000-715.000	FICA-EMPLOYER	20.00	20.00	0.00	0.00	0.00	20.00	0.00
250-000.000-740.000	GENERAL SUPPLY	0.00	0.00	1,640.00	0.00	0.00	(1,640.00)	100.00
250-000.000-801.000	PROFESSIONAL SERV.	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
250-000.000-801.100	ADMINISTRATIVE SERVICES	10,600.00	10,600.00	0.00	0.00	0.00	10,600.00	0.00
250-000.000-802.000	CONTRACTUAL SERV.	3,000.00	3,000.00	1,650.00	0.00	0.00	1,350.00	55.00
250-000.000-880.000	COMMUNITY PROMOTION	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
250-000.000-901.000	ADVERTISING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
250-000.000-970.000	CAPITAL OUTLAY	0.00	0.00	1,930.00	0.00	0.00	(1,930.00)	100.00
250-000.000-991.000	PRINCIPAL PAYMENT	30,000.00	30,000.00	30,000.00	0.00	0.00	0.00	100.00
250-000.000-995.000	INTEREST EXPENSE	5,600.00	5,600.00	3,175.00	0.00	0.00	2,425.00	56.70
250-000.000-998.000	AGENT FEES	300.00	300.00	150.00	0.00	0.00	150.00	50.00
Total Dept 000.000		54,720.00	54,720.00	38,545.00	0.00	0.00	16,175.00	70.44
TOTAL Expenditures		54,720.00	54,720.00	38,545.00	0.00	0.00	16,175.00	70.44
Fund 250 - TIFA 1:								
TOTAL REVENUES		53,235.00	53,235.00	44,200.29	0.00	0.00	9,034.71	83.03
TOTAL EXPENDITURES		54,720.00	54,720.00	38,545.00	0.00	0.00	16,175.00	70.44
NET OF REVENUES & EXPENDITURES		(1,485.00)	(1,485.00)	5,655.29	0.00	0.00	(7,140.29)	380.83

PRELIMINARY
 FINANCIAL STATEMENTS
 DECEMBER 2015

Fund 251 TIFA 2

GL Number	Description	Balance
*** Assets ***		
251-000.000-001.001	CASH	300,495.59
251-000.000-084.101	DUE FROM GENERAL FUND	14,445.00
Total Assets		314,940.59
*** Liabilities ***		
251-000.000-200.000	ACCOUNTS PAYABLE	1,000.00
Total Liabilities		1,000.00
*** Fund Balance ***		
251-000.000-390.000	Fund Balance	318,181.86
Total Fund Balance		318,181.86
Beginning Fund Balance		318,181.86
Net of Revenues VS Expenditures		(4,241.27)
Ending Fund Balance		313,940.59
Total Liabilities And Fund Balance		314,940.59

PRELIMINARY
FINANCIAL
STATEMENTS
DECEMBER 2015

PERIOD ENDING 12/31/2015

PRELIMINARY FINANCIAL STATEMENTS-DECEMBER 2015

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2 INCR (DECR)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 251 - TIFA 2								
Revenues								
Dept 000.000								
251-000.000-402.000	CURRENT PROPERTY TAX	28,825.00	28,825.00	20,929.25	0.00	0.00	7,895.75	72.61
251-000.000-665.000	INTEREST	50.00	50.00	7.51	0.00	0.00	42.49	15.02
Total Dept 000.000		28,875.00	28,875.00	20,936.76	0.00	0.00	7,938.24	72.51
TOTAL Revenues		28,875.00	28,875.00	20,936.76	0.00	0.00	7,938.24	72.51
Expenditures								
Dept 000.000								
251-000.000-740.000	GENERAL SUPPLY	15,000.00	15,000.00	165.01	0.00	0.00	14,834.99	1.10
251-000.000-801.000	PROFESSIONAL SERV.	1,350.00	1,350.00	10,000.02	1,666.67	0.00	(8,650.02)	740.74
251-000.000-801.100	ADMINISTRATIVE SERVICES	15,800.00	15,800.00	0.00	0.00	0.00	15,800.00	0.00
251-000.000-880.000	COMMUNITY PROMOTION	3,500.00	3,500.00	1,000.00	1,000.00	0.00	2,500.00	28.57
251-000.000-901.000	ADVERTISING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
251-000.000-970.000	CAPITAL OUTLAY	70,000.00	70,000.00	14,013.00	0.00	0.00	55,987.00	20.02
Total Dept 000.000		106,650.00	106,650.00	25,178.03	2,666.67	0.00	81,471.97	23.61
TOTAL Expenditures		106,650.00	106,650.00	25,178.03	2,666.67	0.00	81,471.97	23.61
Fund 251 - TIFA 2:								
TOTAL REVENUES		28,875.00	28,875.00	20,936.76	0.00	0.00	7,938.24	72.51
TOTAL EXPENDITURES		106,650.00	106,650.00	25,178.03	2,666.67	0.00	81,471.97	23.61
NET OF REVENUES & EXPENDITURES		(77,775.00)	(77,775.00)	(4,241.27)	(2,666.67)	0.00	(73,533.73)	5.45

PRELIMINARY
 FINANCIAL
 STATEMENTS
 DECEMBER 2015

Fund 252 TIFA 3

GL Number	Description	Balance
*** Assets ***		
252-000.000-001.001	CASH	719,020.58
252-000.000-084.101	DUE FROM GENERAL FUND	18,725.00
Total Assets		737,745.58
*** Liabilities ***		
252-000.000-200.000	ACCOUNTS PAYABLE	1,950.00
Total Liabilities		1,950.00
*** Fund Balance ***		
252-000.000-353.025	DESIGNATED FUNDS-LAND ACQUISITION	152,725.21
252-000.000-390.000	Fund Balance	547,227.15
Total Fund Balance		699,952.36
Beginning Fund Balance		699,952.36
Net of Revenues VS Expenditures		35,843.22
Ending Fund Balance		735,795.58
Total Liabilities And Fund Balance		737,745.58

PRELIMINARY
FINANCIAL
STATEMENTS
DECEMBER 2015

PERIOD ENDING 12/31/2015

PRELIMINARY FINANCIAL STATEMENTS--DECEMBER 2015

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2 INCR (DECR)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BGD USED
Fund 252 - TIFA 3								
Revenues								
Dept 000.000								
252-000.000-402.000	CURRENT PROPERTY TAX	77,160.00	77,160.00	70,329.42	0.00	0.00	6,830.58	91.15
252-000.000-665.000	INTEREST	120.00	120.00	17.26	0.00	0.00	102.74	14.38
Total Dept 000.000		<u>77,280.00</u>	<u>77,280.00</u>	<u>70,346.68</u>	<u>0.00</u>	<u>0.00</u>	<u>6,933.32</u>	<u>91.03</u>
TOTAL Revenues		<u>77,280.00</u>	<u>77,280.00</u>	<u>70,346.68</u>	<u>0.00</u>	<u>0.00</u>	<u>6,933.32</u>	<u>91.03</u>
Expenditures								
Dept 000.000								
252-000.000-740.000	GENERAL SUPPLY	20,000.00	20,000.00	2,434.98	0.00	0.00	17,565.02	12.17
252-000.000-801.000	PROFESSIONAL SERV.	1,900.00	1,900.00	19,999.98	3,333.33	0.00	(18,099.98)	1,052.63
252-000.000-801.100	ADMINISTRATIVE SERVICES	47,425.00	47,425.00	0.00	0.00	0.00	47,425.00	0.00
252-000.000-802.000	CONTRACTUAL SERV.	0.00	0.00	2,238.00	950.00	0.00	(2,238.00)	100.00
252-000.000-880.000	COMMUNITY PROMOTION	7,500.00	7,500.00	1,000.00	1,000.00	0.00	6,500.00	13.33
252-000.000-901.000	ADVERTISING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
252-000.000-970.000	CAPITAL OUTLAY	55,000.00	55,000.00	8,830.50	0.00	0.00	46,169.50	16.06
252-000.000-970.000-PHASE I-CH	CAPITAL OUTLAY	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00
Total Dept 000.000		<u>182,825.00</u>	<u>182,825.00</u>	<u>34,503.46</u>	<u>5,283.33</u>	<u>0.00</u>	<u>148,321.54</u>	<u>18.87</u>
TOTAL Expenditures		<u>182,825.00</u>	<u>182,825.00</u>	<u>34,503.46</u>	<u>5,283.33</u>	<u>0.00</u>	<u>148,321.54</u>	<u>18.87</u>
Fund 252 - TIFA 3:								
TOTAL REVENUES		<u>77,280.00</u>	<u>77,280.00</u>	<u>70,346.68</u>	<u>0.00</u>	<u>0.00</u>	<u>6,933.32</u>	<u>91.03</u>
TOTAL EXPENDITURES		<u>182,825.00</u>	<u>182,825.00</u>	<u>34,503.46</u>	<u>5,283.33</u>	<u>0.00</u>	<u>148,321.54</u>	<u>18.87</u>
NET OF REVENUES & EXPENDITURES		<u>(105,545.00)</u>	<u>(105,545.00)</u>	<u>35,843.22</u>	<u>(5,283.33)</u>	<u>0.00</u>	<u>(141,388.22)</u>	<u>33.96</u>

PRELIMINARY
 FINANCIAL
 STATEMENTS
 DECEMBER 2015