

**TAX INCREMENT FINANCE AUTHORITY (TIFA) MINUTES
MEETING HELD JUNE 15, 2023
CITY HALL 27600 JEFFERSON ST CLAIR SHORES MI 48081**

PRESENT:

TIFA Members:

Richard Widgren, Chair
Joseph Claycomb, Vice Chair
Stan Simek
Paul Ellis
Geri Hofmann
Donna Flaherty
Kyle McKee
Tony Bellestri
Dustin Lent, City Manager
Tony Rascano
Richard Albrecht

ABSENT: Kenneth Blondell
Mayor Kip Walby

ALSO PRESENT:

Denise Pike, CDI Director
Henry Bowman, Parks & Recreation
Renaë Warnke, Finance Director
Michael Greene, Asst City Manager
Cheryl Samu, Recording Secretary

PLEDGE OF ALLEGIANCE/ROLL CALL

The Pledge of Allegiance was recited by all. Chair Richard Widgren called the meeting to order at 6 pm. Roll was called and a quorum was present.

Motion by Bellestri, seconded by Rascano to excuse Kenneth Blondell and Mayor Kip Walby from today meeting's meeting.

Ayes: All - 11

APPROVAL OF MINUTES OF March 16, 2023

Motion by Simek, seconded by Hofmann to approve the minutes as presented.

Ayes: All – 11

Receive & File Financial Statement/Treasurer's report/Payment of Bills/Changes to 2023 Budget

Paul Ellis discussed the financials.

Make the following adjustment to the FY 23 budget

Christmas light increase from \$75,000 to \$107,000

move \$5000 from Summer festival to Aquafreeze

Blossom Heath inn currently budgeted at \$50, 000 reduce to \$30,500

Create Wahby Park Landscape account and add \$1,000

Blossom Heath fire pits currently \$15,000 increase to \$34,000.

For professional services reduce from \$7,000 to \$5,000.

Include the additional revenue through property taxes at \$3000

Increase in budget of \$47,000, if you add that to budgeted expense \$696,000 now becomes \$743,000.

Excess of revenues /Expenditures were budgeted to be \$111,000 now will become \$64,000.

Motion by Ellis, seconded by to Lent to approve the revised budget for FY 23

Ayes All - 11

Motion by Rascano, seconded by Simek to file and receive the financial reports as is.

Ayes: All-11

Motion by Ellis, Seconded by Rascano, to approve the invoices as presented, which read as follows:

Ayes: All – 11

Pg #	Date	Company	Amount	Invoice #
1	3/1/2023	City of SCS - Water Bill N.M N ROW sprinkler	\$104.77	2766000mar23
2	3/15/2023	City of SCS - Water Bill N.M S ROW Sprinkler	-\$134.75	2765900mar23
3	3/12/2023	City of SCS - Water Bill Beach House	\$152.17	2879400mar23
4	4/4/2023	City of SCS - Admin - April	\$4,166.67	68695
5	5/3/2023	City of SCS - Admin - May	\$4,166.67	68891
6	6/2/2023	City of SCS - Admin - June	\$4,166.67	69464
7	5/11/2023	Eckert's Greenhouse	\$2,291.50	10-21022
8	3/23/2023	Home Depot	\$17.40	
9	3/23/2023	Home Depot	\$28.17	
10	5/1/2023	Landscape Services - Wahby Park Maint.	\$2,463.30	j-216869
11	5/2/2023	Rocket Enterprise - NM County Flags	\$1,200.00	177617
TOTAL			\$18,622.57	

NEW BUSINESS –

A. Wahby Park Landscaping discussion –

Looking to change the landscape at Wahby Park.

It would be a multi-year project.

Take bushes out, mulch beds, new flowers.

Would like to achieve a landscape that is butterfly and hummingbird friendly.

Motion by Hofmann, seconded by Simek to approve \$50,000 for the re-landscaping of Wahby Park in FY 23/24.

Ayes: All - 11

B. FY 24 Budget Approval – Ellis/Widgren

There is an increase in revenues for FY 23/24, by \$106,000. This could be from property sales, uncapping of any properties that could have sold, or any new property or development in the TIFA district.

Christmas lights from \$75,000 to \$100,000

Misc can reduce from \$7,500 to \$5,000

Flower pots from \$20,000 to \$25,000

Leave in Aquafreeze, Remove Aquafest summer festival \$5,000

Gate guard staffing – \$35,000

Parks & Rec only staffed a gate guard until end of October, now that Christmas lights are there the city is staffing a gate guard. With the pier becoming as popular as it is, there should be 2.

Remove \$25,000 for fire pits and remove nautical lights maintenance.

About \$800,000 expense and bring revenue/expenses from \$60,000 to \$110,000

Add \$20,000 for fountain pump with LED lights.

Increase in budget by \$100,000

Motion by Rascano, seconded by Simek to approve the Budget as recommended for FY 24

Ayes: All-11

1	City of St. Clair Shores										
2	Tax Increment Finance Authority										
3	FY 2024 Approved BUDGET										
4											
5											
6	Fund 865	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026
7		Actual	Audited	Audited	Actual at	10+2 FCST	ORIG BUDGET	REVISED BUDGT	APPVD BUDGET	PPSD BUDGET	PPSD BUDGET
8	Description	6/30/20	6/30/2021	6/30/2022	4/30/2023	6/30/2023	6/30/2023	6/30/2023	6/30/2024	6/30/2025	6/30/2026
9	Revenue										
10	Property tax	\$687,207	\$720,070	\$754,331	\$809,194	\$809,707	\$806,707	\$809,707	\$912,000	\$939,360	\$967,541
11	Interest	2,093	550	\$538	\$1,027	\$1,027	\$500	\$500	\$1,000	\$1,000	\$1,000
12	Total Revenue	689,300	720,620	\$754,869	\$810,221	\$810,734	\$807,207	\$810,207	\$913,000	\$940,360	\$968,541
13											
14	Expenditures - Dept 865										
15	Administration	\$50,000	\$50,000	\$50,000	\$41,667	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
16	Gate guard staffing								\$25,000	\$36,050	\$37,132
17	Professional services	7,372	7,506	\$20,130	\$2,365	\$5,000	\$7,000	\$5,000	\$10,000	\$10,000	\$10,000
18	Bicycles-GOTCHA	0	25,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
19	Services		21,269	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20	Services - Christmas Lighting		52,209	\$118,000	\$0	\$107,000	\$75,000	\$107,000	\$100,000	\$100,000	\$100,000
21	Services - Christmas Pier lights								\$25,000	\$25,000	\$25,000
22	Utilities	7,218	13,346	\$5,927	\$7,094	\$14,000	\$15,500	\$15,500	\$16,000	\$16,300	\$17,640
23	Repair and maintenance	29,689	119,574	\$25,587	\$48,560	\$60,000	\$71,140	\$71,140	\$50,000	\$52,500	\$55,125
24	Nautical Mile light maintenance								\$0	\$0	\$0
25	Miscellaneous	3,041	4,119	\$1,182	\$3,207	\$2,500	\$2,500	\$2,500	\$5,000	\$5,000	\$5,000
26	Flower pot BH and Pier								\$25,000	\$0	\$0
27	Aquafreeze				\$4,916	\$4,916		\$5,000	\$5,000	\$5,000	\$5,000
28	AquaFort Summer Festival	13,611	(140)	\$5,000	\$0	\$0	\$5,000	\$0	\$0	\$0	\$0
29	Blazam Heath Inn			\$0	\$30,500	\$30,500	\$50,000	\$30,500	\$0	\$0	\$0
30	Literary walk								\$2,500	\$2,500	\$2,500
31	Landscape Wahby Park					\$1,000	\$0	\$1,000	\$50,000	\$50,000	\$50,000
32	Contributions-Debt Pier	31,808		\$417,770	\$420,350	\$420,350	\$420,000	\$420,000	\$420,750	\$420,750	\$420,750
33	Blazam Heath gas fueled fire	1,037,164	117,850	\$0	\$0	\$34,000	\$0	\$34,000	\$0	\$0	\$0
34	Wahby Park Fountain pump & lights								\$20,000		
35	Pier Camera grant match								\$5,500		
36	Ramp Project		298,563	(\$19,782)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
37	Interest	3,450	2,197	\$944	\$0	\$0	\$0	\$0	\$0	\$0	\$0
38	Total Expenditures	1,193,353	711,992	634,758	\$558,659	\$729,266	\$696,140	\$741,640	\$819,750	\$773,600	\$778,147
39	Excess of Revenue Over (under) Expenditures	(504,053)	\$8,628	\$120,111	\$251,562	\$81,468	\$111,067	\$68,567	\$93,250	\$166,760	\$190,394
40											
41	Fund Balance / Not Assets - Beginning of year	595,578	91,525	\$100,153	\$220,264	\$220,264	\$220,264	\$220,264	\$301,732	\$394,982	\$561,742
42	Fund Balance / Not Assets - End of year	91,525	\$100,153	\$220,264	\$471,826	\$301,732	\$331,331	\$288,831	\$394,982	\$561,742	\$752,136
43											
44	BALANCE SHEET										
45	ASSETS										
46	Cash	\$ 376,635	\$ 282,111	\$ 282,578	\$ 471,826	\$ 351,732	\$ 381,331	\$ 338,831	\$ 444,982	\$ 611,742	\$ 802,136
47	Receivables	1,234	-	-	-	-	-	-	-	-	-
48	Prepaid items	25,500	-	-	-	-	-	-	-	-	-
49	Total Assets	\$ 403,369	\$ 282,111	\$ 282,578	\$ 471,826	\$ 351,732	\$ 381,331	\$ 338,831	\$ 444,982	\$ 611,742	\$ 802,136
50											
51	LIABILITIES										
52	Accounts payable	\$ 6,089	\$ 81,649	\$ 62,314	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
53	Accrued liabilities	618	309	-	-	-	-	-	-	-	-
54	Advance due government	305,137	100,000	-	-	-	-	-	-	-	-
55	Total liabilities	311,844	181,958	62,314	-	50,000	50,000	50,000	50,000	50,000	50,000
56											
57	FUND BALANCE										
58	Beginning	\$ 595,578	\$ 91,525	\$ 100,153	\$ 220,264	\$ 220,264	\$ 220,264	\$ 220,264	\$ 301,732	\$ 394,982	\$ 561,742
59	Net change during year	(504,053)	\$ 8,628	120,111	251,562	81,468	111,067	68,567	93,250	166,760	190,394
60	Ending	91,525	100,153	220,264	471,826	301,732	331,331	288,831	394,982	561,742	752,136
61											
62	Total liabilities and fu	\$ 403,369	\$ 282,111	\$ 282,578	\$ 471,826	\$ 351,732	\$ 381,331	\$ 338,831	\$ 444,982	\$ 611,742	\$ 802,136
63											
64											

C. Christmas Lights Discussion – Doppke and Steiner

Presentation was given regarding a possible design for the pier and the park for Christmas lights. The board liked the ideas, Landscapes Services will get prices back to City Manager. Will discuss this at next meeting.

D. Bi-Annual update – Denise Pike

Handouts of the presentation was given, including an update on what TIFA/Brownfield has accomplished.

E. Sponsorship for the Annual Literary Walk by the Lake – Rosemary Orlando

This item has been placed on the budget.

F. Pier – Flowerpots – Denise Pike

Discussion was had previously regarding increasing the budget for flowerpots.

G. Discuss Grants for Kayak Launches – Stan Simek

A few other cities received a grant for kayak launches. Is this something the board would be interested in looking into?

Discussion ensued regarding multiple grants that are offered through Ralph Wilson. It was determined, not at this time.

Geri Hofmann – asked on Facebook what they like or dislike about the pier. Most people said its beautiful. Two comments that would like to bring to boards attention:

- 1) one person brought a boom box plugged in music and made it seem like it was entertainment from the city
- 2.) Suggested more trash cans.

Old Business –

A. Status of Cameras – There is a grant from MMRMA, which is our insurance. All their grants are 50% matched. Proposing \$11,000, so TIFA would pay \$5500.

B. Security Personnel – Question was raised if the city should hire a security guard for the pier. That would be what the second gate guard is for, no need to hire a professional security company at this time.

C. Signage for the pier – Geri Hofmann

People are going past the guard rails, concerned for safety and city safety. There are signs up in several different places not to go past the rails, city has done their due diligence.

AUDIENCE PARTICIPATION – None

NEXT MEETING AND ADJOURNMENT – September 21, 2023

Motion by Lent, seconded by Hofmann, to adjourn the meeting at 8:00 p.m.

Ayes All – 11