*City of Hart, Michigan*
TIFA Board
**March 19, 2024, 1:00 PM**
**Hart City Hall Community Center, 407 State Street, Hart, Michigan**

**NOTICE OF PUBLIC MEETING**

**TIFA Agenda**

1. Call to order
2. Roll Call; B. Hegg, G. Goldberg, Tracey Lipps, Nichole Kleiner, Deborah Windell, S Hegg, Amy Trudell, Caleb Griffis
3. Approval of Agenda
4. Public Comment
5. Approval of February 21, 2024 Minutes
6. Approval of February Financials
7. Action Items
    a. Review proposals for 408 S State Street (Congregational United Church)
        i. **Hamersma** – proposal to convert church into a 4-unit market rate apartment, convert house into a single unit market rate rental, demolish middle building for a new entrance to garage off State Street, with plans to build additional housing in the parking lot to the south of the house.
        ii. **Tufts** – proposal to use house to operate Jake Tufts State Farm agency and rent the church and middle building.
    b. Increase 2024 flower budget to $5k for the purchase of 20 more hanging pots to go along Main Street (east & west), more annual flowers, soil, etc
8. Discussion Items
    a. Authorize TIFA Administrator to open a high interest savings account through Western Alliance Bank and transfer TIFA funds in the amount of $_____ to ensure all funds are FDIC insured.
    b. TIFA Credit Card Resolution 2024-01
    c. Create new budget item “Extension College Infrastructure Fund” and allocate $150,000 from 2023 & 2024 streetscape budgets
9. Public Comment
10. Member Comment
11. Adjournment - *next regular meeting April 16, 2024*

CITY OF HART
407 S. STATE ST.
HART, MI 49420
**TAX INCREMENT FINANCE AUTHORITY (TIFA)**
February 21, 2024 at 1:00 pm

**MINUTES**

**Call to Order:** Windell called the meeting to order at 1:00 pm. Voice rollcall was then taken.
**Members Present**: Deborah Windell, Nichole Kleiner, Amy Trudell, Caleb Griffis, Gale Goldberg
**Members absent**: Bill Hegg, S Hegg, Tracey Lipps
**Others present:**
**Approval of Agenda:** Motion by Trudell, supported by Griffis to approve the agenda. Motion carried.
**Approval of Jan 6, 2024 Minutes** – motion by Griffis, supported by Goldberg to approve the Jan 6th minutes. Motion carried.
**Approval of Dec 2023 & Jan 2024 Financials** – Nichole reviewed the financial reports. TIFA's checking balance is $354,133.21
**Public Comments:** No public comment
**Action Items:**
**Sidewalk Bid Review** – Nichole shared the sidewalk bid tabulation from the public bid opening

| Total Price | Total Price | Total Price | Total Price | Total Price |
|---|---|---|---|---|
| MITTEN CONCRETE | WADEL STABILIZATION | SHEPERS CONCRETE CONSTRUCTION | HALLACK CONTRACTING | RLE CONTRACTING |
| $ 133,470 | $ 116,950 | $ 366,248 | $ 128,894 | $ 116,483 |

Nichole recommended awarding the bid to Wadel Stabilization, a local contractor who was ~$500 higher than the lowest bidder RLE Contracting. Nichole reported the although RLE was the lowest bidder, they did not include the documents requested in the bid specs to include a bid bond, proof of insurance, and references.

Goldberg noted that she would like to see a local contractor be awarded the bid, regardless of the submittals missing from RLE. Goldberg also wanted to clarify that downtown sidewalks that need replaced will be included, Nichole said yes. Since TIFA only has $48,000 allocated towards sidewalks, it was recommended that $20k be pulled from the streetscape budget and put towards sidewalks making TIFA's total contribution for the 2024 Sidewalk Project $68,000. The additional $48,000 will be made up for by opening up sidewalk repairs to residents citywide. The city has $25,000 in the budget for this. When matched with resident's 60% contribution outside the TIFA district, we will be able to make up the $48,000 difference to meet the bid award amount. Motion by Trudell, supported by Griffis to award the bid to Wadel Stabilization and move $20k from the streetscape budget to the sidewalk budget and authorize $68,000 for TIFA's contribution to the 2024 Sidewalk Replacement Project. Motion carried.

**TIFA Credit Card Resolution** – Nichole presented the board with a resolution to allow the city treasurer to apply for a debit card from TIFA's checking account so that TIFA doesn't have to keep reimbursing the city each time a purchase is made using the city's debit card (this will eliminate steps for accounting). After reviewing the resolution, Goldberg expressed concerns regarding the personal liability placed on the individuals named in the third paragraph which states, *"RESOLVED FURTHER, that the Tax Increment Finance Authority authorize and direct Huntington Bank to name Gale Goldberg, Scott Hegg, and Tracey Lipps, as Authorized Signers for a Commercial Card in the name of the City of Hart with a $20,000 credit limit."* Goldberg requested that Nichole research understand what liability the "authorized signers" have. Item tabled.

**Public Comment** - none

**Communications From Members:** None
**Adjournment**: Meeting adjourned at 1:52 pm.

Respectfully submitted Nichole Kleiner, TIFA Administrator

THE HUNTINGTON NATIONAL BANK
PO BOX 1558 EA1W37
COLUMBUS OH 43216-1558

Huntington

CITY OF HART
TIFA ACCOUNT
407 S STATE ST
HART MI 49420-1259

*Have a Question or Concern?*

Stop by your nearest Huntington office or contact us at:

1-800-480-2001

www.huntington.com/businessresources

## *Huntington Public Funds Hybrid Checking* — *Account: -------9172*

**Statement Activity From: 02/01/24 to 02/29/24**

| | |
|---|---|
| Days in Statement Period | 29 |
| Average Ledger Balance* | 369,980.55 |
| Average Collected Balance* | 369,908.13 |

* The above balances correspond to the service charge cycle for this account.

| | |
|---|---|
| **Beginning Balance** | **$354,133.21** |
| **Credits (+)** | **48,470.48** |
| Regular Deposits | 22,500.51 |
| Electronic Deposits | 25,969.97 |
| **Debits (-)** | **8,251.60** |
| Regular Checks Paid | 8,251.60 |
| **Ending Balance** | **$394,352.09** |

## *Deposits (+)* — *Account:-------9172*

| Date | Amount | Serial # | Type |
|---|---|---|---|
| 02/02 | 1,713.69 | tax disbursement | Remote |
| 02/09 | 700.00 | Ceres rent | Remote |

| Date | Amount | Serial # | Type |
|---|---|---|---|
| 02/23 | 20,086.82 | tax Disbursement | Remote |

## *Other Credits (+)* — *Account:-------9172*

| Date | Amount | Description |
|---|---|---|
| 02/15 | 25,969.97 | RD TREAS 310 MISC PAY 021524 386004561122004 RMT SY 057498622 HART, CITY OF REF LD 26 22 USDA RD GRANT 0000160237 USDA final grant payout |

## *Checks (-)* — *Account:-------9172*

| Date | Amount | Check # |
|---|---|---|
| 02/05 | 5,041.50 | 1149 Street Scape |
| 02/16 | 138.47 | 1150 Church utilities |
| 02/14 | 48.00 | 1152* attorney closing fee (church) |

| Date | Amount | Check # |
|---|---|---|
| 02/28 | 1,500.00 | 1153 Admin salary |
| 02/29 | 1,523.63 | 1154 Birch Blossom prop imp grant reimbursement |

(*) Indicates the prior sequentially numbered check(s) may have 1) been voided by you 2) not yet been presented 3) appeared on a previous statement or 4) been included in a list of checks.

Investments are offered through the Huntington Investment Company, Registered Investment Advisor, member FINRA/SIPC, a wholly-owned subsidiary of Huntington Bancshares Inc.

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MWH Investments LLC
1425 Walker Ave NW
Unit # 140774
Grand Rapids, MI 49514

MWH Investments LLC is a single member LLC founded by Mark Hamersma January 5, 2012 to make strategic real estate acquisitions primarily in the residential sector. Acquisitions included development land for single family homes, condominiums and apartments along with existing rental properties in need of rehab or repositioning in the market. The intent is to provide quality, yet affordable housing for working individuals or households. Current projects include The Creeks Condominium in Hart and Waterford a 55 lot single family development in Delhi Township, Michigan. MWH Investments LLC is in a position to use outside financing or internal financing. Current projects are being financed internally.

The most current Oceana County Housing study is exhaustive yet points to a need of 558 additional rental units over the next 5 years. One of the options delineated in the study is "Reusable non residential buildings (adaptive reuse)".

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Response to questions:

1. **What are your intentions with the stained-glass windows?**

Answer: It's our intention, if wherever possible, to retain the stained-glass windows. It might be impossible to retain them all because of the egress window requirements.

2. **What rent amounts are you seeking?**

Answer: Between $995 and $1175 for a 1 bedroom and between $1185 and $1350 for a 2 bedroom

3. **Would you be interested if TIFA split the parcels and offered you the church, middle building and garage?**

Answer: The short answer is no.

The housing study outlined a need for both “for sale” property and rental property. The parking lot piece can provide additional tenant or guest parking or additional residential housing. I would not be interested in just the above mentioned properties.

Sincerely,

Mark. W. Hamersma



Jacob M. Tufts
215 E Main St.
Hart, MI 49420
Jake@theJakefromSF.com
231.873.2271

Jake Tufts – State Farm®
www.theJakefromSF.com

January 9, 2024

City of Hart Tax Increment Finance Authority (TIFA)

Subject: Proposal to Acquire Property at 408 State St (Congregational United Church in Hart)

Dear TIFA Board,

I hope this letter finds you in good health and high spirits. I am writing to present a proposal for the acquisition of the property located at 408 State St, which is currently owned by the City of Hart Tax Increment Finance Authority (TIFA). It is my intention to utilize this property for my State Farm Agency while simultaneously renting out the church building to a new congregation.

The purpose of this proposal is to outline the benefits and potential synergies that can be achieved through the acquisition of the aforementioned property. Here are the key details of my proposal:

1. Property Details:
    a. Property Address: 408 State St, Hart, MI
    b. Property Type: Office building, second building and church
    c. Current Ownership: City of Hart Tax Increment Finance Authority (TIFA)
2. Intended Use:
    a. Office Building: I plan to establish my State Farm Agency within the office building. This location offers strategic advantages, including its central location and visibility within the community. The office building will serve as a hub for providing exceptional insurance services and fostering strong relationships with clients and the community.
    b. Church Building: In addition to operating my State Farm Agency, I intend to lease the church building to a new congregation. This will preserve the historical significance of the property and provide a dedicated space for religious gatherings within the community.

3. Benefits: a.
    a. Economic Development: The acquisition of this property will contribute to the local economy by creating job opportunities through the growth of my State Farm Agency. Additionally, the new congregation utilizing the church building will further enhance community engagement and support local businesses.
    b. Revitalization: By restoring and repurposing the church building, we can breathe new life into this historic landmark while preserving its architectural heritage. This will contribute to the overall revitalization efforts of the community and attract visitors.
    c. Community Engagement: Both my State Farm Agency and the new congregation will actively engage with the community through various outreach programs, volunteering initiatives, and events. This collaboration will foster a sense of unity and mutual support among residents.
4. Financial Considerations:

a. Purchase Price: I am hoping to acquire this property from TIFA at no cost. But I am also willing to discuss up to a fair market value offer for the acquisition of the property, which will be determined through a mutually agreed-upon appraisal process.
b. Lease Agreement: The terms of the lease agreement for the church building will be negotiated separately between the new congregation and myself, ensuring a fair and sustainable rental arrangement.

I kindly request the opportunity to discuss this proposal in further detail. I am available at your convenience for a meeting, or conference call, to address any questions or concerns you may have. Additionally, I am more than willing to provide any additional documentation or information required to support the evaluation process.

Thank you for considering my proposal. I sincerely believe that this acquisition will bring significant benefits to the community, both economically and socially. I look forward to the possibility of working together to realize this vision and further enhance the Hart community.

Please do not hesitate to contact me at 231-873-2271 or Jake@theJakefromSF.com to schedule a meeting or discuss any aspect of this proposal further.

Very Respectfully,

Jacob M Tufts

Jacob M. Tufts

**RESOLUTION 2024-01**
**Tax Increment Finance Authority**
City of Hart, Michigan
Oceana County

**AUTHORIZING USE OF COMMERCIAL BANK CARD**

WHEREAS, the Board of Directors deems it desirable and in the best interest of this corporation to have in its possession a Commercial Debit Card for TIFA's Huntington Bank's checking account.

NOW, THEREFORE BE IT RESOLVED, that this corporation is authorizing application for a Huntington Commercial Credit Card in accordance with the terms and conditions set forth in the City of Hart's Credit Card Policy.

RESOLVED FURTHER, that the Tax Increment Finance Authority authorize and direct Huntington Bank to name Gale Goldberg, Scott Hegg, and Tracey Lipps, as Authorized Signers for a Commercial Debit Card in the name of the City of Hart with a $20,000 credit limit.

RESOLVED FURTHER, that City Treasurer, Karla Swihart is designated as the Contact, to receive any notices from Huntington pertaining to the Commercial Card and further designates City Treasurer, Karla Swihart as the Program Administrator authorized to manage the services provided by Huntington under the Commercial Card Agreement.

*NOW THEREFORE BE IT RESOLVED THAT THE TAX INCREMENT FINANCE AUTHORITY*

*Approves the issuance of a Huntington Commercial Debit Card.*

Moved by _____, supported by _____, and thereafter adopted by the Hart TIFA at a regular meeting held on _____.

Ayes:_____ Nayes:_____ Absent: _____

_____
Karla Swihart, City Clerk