

Mission Statement: To Improve and Enhance the DDA District For Our Citizens and Visitors Alike
Vision Statement: Supporting and Encouraging a Positive Business Climate

Fife Lake Downtown Development Authority
Meeting Minutes
January 16, 2024

Meeting called to order at 6:35pm

Pledge of Allegiance

Roll call: Present: Tornow, Smith, Forweck, Benke, Magee, Patrick, and Roesemeier
Absent: Hempsted (excused)

Approval of Agenda: Under new business letter (e) add Vision and Mission statements, plus the addition of Roll call after the Pledge of Allegiance. The removal of Annual Report and Tif Report under new business. Motion made by Patrick to approve the agenda with the changes, seconded by Smith. **Motion carried** with all yeas.

Approval of Minutes: Corrections in the minutes of December 19, 2023 are the amounts of \$30,000.00 and \$40,000.00 should be commas after 30 and 40 instead of periods. Motion made by Patrick to approve the minutes with the changes, seconded by Benke. **Motion carried** with all yeas.

Public Comment: Mary Ann Aldridge spoke about the RV park saying that the developer and Village need to hire an expert to put together an *Impact Statement*.

Treasurers Report: Benke handed out the financial statement to everyone and explained the report. No bills paid this month. Income coming in \$5,106.40 (TIF funds). She said she and Hempsted rolled over the \$40,000.00 CD at 4.59%, with the money made from the CD put into savings, and another \$30,000.00 into another CD at 4.59%. Both are for 7 months. The FAFCU has discontinued their 13-month CD. Roesemeier made a motion to approve the treasurers report as presented, seconded by Roesemeier, **Motion carried** with all yeas

Networks Northwest: *Rob Carson from Networks NorthWest* was present and gave an update on the Tif Plan. He handed out a draft document for committee members (Roesemeier, Benke, Forwerck), Forwerck gave copies to the committee, plus Stephanie Smith and recording secretary Marcia Eby. The TIF Plan will renew for 20 years in 2028, it was originally thought it would be a 30-year plan, but changes at State level scaled plans back to twenty years. The committee will meet with Rob on Tuesday at the village hall for review of draft plan.

A clarification Statement on parcel number 284104011000, which is in the village behind the gas station on the west side of State Street, was given to the board plus those in the audience This is a large parcel, roughly 25 acres. The front portion on State Street is in the DDA district (3 acres) with monies thought to be captured through Tax Increment Finance. **Later investigation with the assessor showed the DDA has never captured TIF deferred taxes from the three acres in the DDA district, therefore, the village and other taxing units continue to capture those taxes. The reason for this is unknown, but it does go back to the time the original DDA TIF capture began.**

Forwerck discussed the draft budget with Rob Carson from Networks Northwest. She said that the Village TIF amount is \$16,817.87 and the Township combined with other taxing units, amount is \$28,606.54. The next tax capture is anticipated to be higher.

New Business

Budget Proposal: Forwerck went over the draft budget with the board by line item. Changes to the budget under Capital Investments item number 18. Banner/ Holiday Decorations/ Lights was bumped up from \$8,000.00 to \$12,000.00. Item number 19. Bulletin Board was bumped up to \$3,000.00 from \$500.00. Under Event contribution item 24. Fireworks fund was bumped to \$3,000.00 from \$2,500.00. Forwerck noted we will be over budget, but all projects/expenses are included in budget. It is not anticipated we will spend all budgeted monies. The changes will be made to the April 1, 2024- March 31, 2025 draft budget, which goes to the village council for approval. Motion made by Patrick to approve the budget with the changes, seconded by Magee.

Roll Call: Forweck-Y, Benke-Y, Tornow-Y, Patrick-Y, Roesemeier-Y, Magee-Y, and Smith-Y.

Motion carried.

Attorney: Forwerck would like to know if the village would like to use the same attorney and share in the expense. She has not heard back from them yet. Forweck checked with Mancelona, and they said they are using Brian Graham out of Bellaire,

Mission and Vision Statement: both statements were read aloud. Smith asked to have them posted on the website.

Old Business

Annual Report: done, but may be revised for Village Council.

TIF Report to the State of Mich: done. It is on the website.

Website: Forwerck would like to know if the Village would like to share the same person to manage the website. Forwerck asked if the bidding should be local or sent out. The decision was to bid it out to both local, and to others outside the community.

Public comment: Debbie McCool asked where the bulletin board would be installed.

Board Comments: none

Motion made by Smith and seconded by Patrick to adjourn at 8:03pm

Respectfully Submitted

Marcia Eby