

# Potterville TIFA Board Agenda

Monday, September 9, 2019 @ 5:30 p.m. – Potterville City Hall, 319 N. Nelson Street

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1. **Call the Meeting to Order:**
2. **Pledge of Allegiance:**
3. **Roll Call:** Ray Parker \_\_\_\_, Elizabeth Ross \_\_\_\_, Duston Twichell \_\_\_\_,  
Joe Bristol \_\_\_\_, Jack Temsey \_\_\_\_
4. **Agenda Approval:**
5. **Approval of Minutes:** Minutes from July 8 meeting.
6. **Approval of Bank Reconciliation:**
7. **Approval of Bills:**
  - a. Director & Secretary Pay & Reimbursements: Pay quarterly. Q3 payment at September meeting.  
Director \$750. Secretary \$150
  - b. Other bills:
    - i. Gabridge & Company: \$575 pre-audit work for last year's audit.
    - ii. Reimburse City for \$139.60 for posting TIFA calendar in County Journal
8. **Public Comment – Items on the Agenda:**
9. **Old Business:**
  - a. Check signers: Members will be contacted by bank to sign documents.
  - b. Potterville Sign
    - i. City Manager has cost estimate from Terrell Associates in the amount of \$772 to refurbish this sign that includes labor and materials to scrape, prime, and repaint its same colors on the front and back. The vender comes highly recommended and has offered to change any colors of the sign upon request.
    - ii. City Manager offered to generate proposals on behalf of the City to replace sign if TIFA is going that direction. Would need to know approved cost parameters to proceed.
    - iii. City Manager request: The Potterville City welcome sign facing north bound traffic on Lansing Road near the Nelson Street access point is also an eyesore. This is a medium sized sign that is severely faded and falling over. I'm told the sign was originally purchased from Dornbos sign company out of Charlotte. If TIFA is interested in replacing this sign or any others like it, I would be happy to put together some options.
  - c. PA 57 Section 9:
    - i. Create Master Plan / Draft Budget / General Compliance
      1. Option 1: Do everything in house
      2. Option 2: Select City Manager as Interim Director
      3. Option 3: Contract Williams and Works
      4. Option 4: Create plan to use all funds/most funds to pay down debt and then either dissolve or come up with a new plan in the interim.
  - d. TIFA Audit approved and beginning now.
  - e. Review updated grant application for Charlie's Bar & Grill Sign.

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**10. New Business:**

- a. Resignation of Director Bob Nichols

**11. Public Comment – Items Not on the Agenda**

**12. Next Meeting:** Monday, October 14, 2019 at 5:30 p.m.

**13. Excuse absent Members:**

**14. Motion to Adjourn:**

Posted website:

Posted at City:

Posted by: