

Potterville TIFA Board Minutes

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

Meeting was called to order by D. Twichell at 5:30 p.m.

Pledge of Allegiance was recited by all.

Roll Call: Present: B. Nichols, J. Bristol, D. Twichell, L. Smalley, B. Kring, and R. Parker

Agenda Approval: Motion to approve the agenda by B. Kring, seconded by R. Parker. Motion carried. (6-0).

Approval of Minutes: Motion by L. Smalley to approve the minutes from November 18, 2019, seconded by B. Nichols. Motion carried. (6-0).

Approval of Bank Reconciliation: Motion by B. Kring to approve Bank Reconciliation from November 1-November 29, 2019, seconded by R. Parker. Motion carried. (6-0).

Approval of Bills: Jodi West - Kayla Schwartz for \$1,150.00. Board would like to include the cost of Foster Swift attorney and auditor, changing total bills to \$5,567.50. Motion by J. Bristol, seconded by R. Parker. Motion carried. (6-0).

Public Comment: Boris Neoff, 312 Folk Street, would like to discuss the resurfacing of his street and the drainage problem.

Old Business:

- a. Draft TIFA Fiscal Year Budget 2019-2020. This Budget is drafted with anticipated expenses but needs to be sent to City Council for approval and adoption, then back to TIFA. Board discusses Draft Budget with absent member from last meeting.

Board would like to increase wages by \$1,000 in the case that a Director is hired before the end of the year, as well as increase Secretary pay to \$75 per meeting as meetings have been running longer. Motion by B. Nichols to increase Draft Budget to now read \$6,650, seconded by R. Parker. Motion carried. (6-0).

Motion by B. Kring to accept Draft Budget and send to City Council, seconded by J. Bristol. Motion carried. (6-0).

New Business:

- a. Draft Meeting #2 – “Open House” Public Hearing TIFA Plan Update. Nathan (Williams & Works) continues discussion from last month, going over packet and presentation with TIFA Board. Nathan discusses the history and purpose of TIFA, what other districts are doing with their funds, options for our district to invest in, and what the next steps are for our Board/District.

John and Jake from River Caddis discuss fiber optics and high-speed internet, they are looking for exclusive rights to do a feasibility study and present alternatives. D. Twichell would like a professional portfolio from River Caddis and their partners before anything gets brought to City Council and a business analysis must be conducted to see if this makes sense for the community.

b. TIFA Board Survey Input.

Surveys completed by Board Members were used to create broad-spectrum categories, Board Members and citizens anonymously vote for which categories are most important to them to include in the new TIF Plan. Nathan will calculate votes and bring a budget estimate to the next meeting. Board discusses TIFA/DDA/BID districts, less than 100 residential properties does not require another authority. Brandi to look into if BID District is still a current authority or is not dissolved.

c. TIFA Bylaws Legal Update.

Board discusses Bylaws and proposed revisions, any adoptions must be sent to City Council. Motion to approve resolution to adopt Bylaws as of December 9, 2019 by D. Twichell, seconded by B. Kring. Motion carried. (6-0).

d. Removal of Absent TIFA Member(s).

Multiple attempts have been made to reach J. Temsey. Motion to request removal of J. Temsey with City Council by J. Bristol, seconded by B. Nichols. Motion carried. (6-0). Board would like City Manager to email J. Temsey to let him know his removal will be on the next agenda, giving him the opportunity to speak for himself.

e. TIFA Annual Meeting Calendar 2020 – 2nd Monday of the Month at 5:30pm.

Motion by J. Bristol, seconded by R. Parker. Motion carried. (5-1).

Public Comment: None.

Next Meeting: Monday January 13, 2020 at 5:30 p.m.

Administrative Report: Council Meeting next week where Director choices will be given to council.

Excuse Absent Members: Motion to excuse L. Ross by B. Kring, seconded by B. Nichols. Motion carried. (6-0). Motion to not excuse J. Temsey by B. Kring, seconded by J. Bristol. Motion carried. (5-1).

Motion to Adjourn: Motion by J. Bristol, seconded by B. Nichols. Motion carried. (6-0).

Meeting adjourned at 6:30

Respectfully submitted,

Kayla Schwartz, TIFA Secretary

Approved by TIFA Board January 13, 2020