

The City of Potterville Tax Increment Finance Authority

Potterville City Hall, 319 N. Nelson Street – (517) 645-7641 – [www.pottervillemi.org](http://www.pottervillemi.org)

---

**TIFA MEETING AGENDA**

**Wednesday, November 20<sup>th</sup> 2024 at 10:00 a.m.**

**A. Call the Meeting to Order:**

**B. Pledge of Allegiance:**

**C. Roll Call:** Members Bob Nichols, Vacant Seat, Joseph Bristol Jr., Judy Lenneman, Jon McNett, Elizabeth Ross, Ronald Norman.

1. Members Present: \_\_\_\_\_

2. Members Absent: \_\_\_\_\_

**D. Agenda Approval:**

**E. Approval of Minutes:**

1. Draft Meeting Minutes from November 11<sup>th</sup> 2024.

**F. Approval of Bills:** None.

**G. Public Comment:** Items on the Agenda.

**H. Old Business:** None.

**I. New Business:** None.

**J. Public Comment:** Items not on the Agenda.

**K. Communications from Board Members:**

**L. Next Meeting:** December 9<sup>th</sup> 2024 at 5:30 p.m.

**M. Administrative Report:** In attendance.

**N. Excuse absent Members:**

**O. Meeting Adjourn:**

**Potterville TIFA Board Minutes**  
Tuesday, November 12, 2024 (rescheduled for the Holiday)  
@ 5:30 p.m. – Potterville City Hall, 319 N. Nelson Street

---

Meeting was called to order by B. Nichols at 5:28 p.m.

Pledge of Allegiance was recited by all.

**Roll Call:**     **Present:** B. Nichols, R. Norman, L. Ross, J. McNett, J. Lenneman, and Vacant Seat.  
                  **Absent:** J. Bristol

**Agenda Approval:** Motion by Member Ross approve the agenda, seconded by Member McNett. Motion carried (5-0-1).

**Approval of Minutes:** Motion by Member Norman to approve the minutes from October 14, 2024, seconded by Member Lenneman. Motion carried (5-0-1).

**Approval of Bills:** Motion by Member Norman to pay bills totaling \$3,150.83, seconded by Member Ross. Motion carried (5-0-1).

**Public Comment:** N/A

**Old Business:** N/A

**New Business:**

1. Lake Alliance Park Non-Motorized Trail and Sidewalk Connection Project – MDNR Trust Fund Grant – Grant Match Commitment: Updated estimates and color renderings available online. Director explains that Board need not *have* the funds now, simply show that we *will* have them. Everything should meet deadlines with a Public Hearing in February and going to City Council in March.
2. TIFA Certificate of Deposit Investment and Cash Flow Analysis: Searches from City Clerk included in packet. Motion by Member Nichols to go with the best CD option, currently at Independent Bank for a 270–359-day period at 3.9%, in the amount of \$100,000 with signers to be Members Jon McNett and Bob Nichols, seconded by Member Norman.

**Public Comment:** Director introduces Ron Runyan, who helped with the local elections and is here to see what the TIFA Board is about. He’s interested in getting involved in Potterville and there are a couple of current vacancies.

**Communications from Board:** Member Norman wants everyone to be aware of the upcoming Drain Commission Meeting.

**Next Special Meeting:** Wednesday, November 20, 2024 at 10:00 a.m.

**Administrative Report:** In attendance.

**Motion to Excuse Absent Members:** Motion by Member Norman to excuse Member Bristol, seconded by Member Ross (5-0-1).

**Motion to Adjourn:** Meeting adjourned by Member Norman at 5:59 p.m.

Respectfully submitted,

Kayla Schwartz, TIFA Secretary

Approved by TIFA Board \_\_\_\_\_, 2024.

DRAFT