



MINUTES TIFA Board Meeting July 14, 2017

CALL TO ORDER

Chairperson Ron Armstrong called the meeting to order at 7:00 AM at City Hall located at 28 N. State Rd., Newaygo MI 49337.

Presiding officer: Ron Armstrong
Secretary: Kim Biegalle

Present: Ron Armstrong, Scott Faulkner, Doug Day, Larry Lethorn, Ed Fedell, Morgan Heinzman, Mark Guzniczak (arrived at 7:20 am), Aaron Leestma, Kelly Tinkham, John Buckley, Jr.

Absent: Jim Badgero, Larry Ivens

Audience: Colleen Buckley, Chris Ortwein

Motion by Fedell, second by Buckley to excuse absent members. AIF/MC

Motion by Lethorn, second by Faulkner to approve the agenda as presented. AIF/MC

Motion by Fedell, second by Heinzman to approve the 04/21/17 regular meeting minutes and the 05/22/17 special meeting minutes as presented. AIF/MC

PUBLIC COMMENTS

RESERVED TIME

Colleen Buckley, of The Stream/Digital Works, gave a brief overview of the Digital Works program and how it is going; she presented board members with a hand out. Noted that the Digital Works program had to have completely separate internet/server services from that of the City/The Stream and that is now complete. First class has finished with six students through the program and currently second class is running and there are five students. The Stream has just invoiced the Fremont Area Community Foundation for the reimbursement for the first class and some local businesses are interested in putting their own employees through the first part of the Digital Works program which deals strictly with customer service. Buckley is looking into this with Digital Works to see if it's a possibility as well as looking into some advanced certification programs/courses online. Armstrong stated that the Digital Works out of Columbus is very pleased with what Newaygo is doing.

UNFINISHED BUSINESS

NEW BUSINESS

Faulkner, on behalf of The Stream and Chair of the new NEDO (Newaygo Economic Development Organization) Board, gave the board an update on some of the items both happening at The Stream and what NEDO has been working on or is happening in the City. Faulkner stated that meeting room revenue is up at the Stream, he believes to be in part due to the Chamber presence and higher traffic in the building.

Faulkner is working with Goodin on ideas to help educate the community and surrounding areas on The Stream, what it is and what is offered. Need more social media posts/exposure. Buckley asked what the potential revenue could be if 100% occupied. Faulkner will try and put some information together for the next TIFA Board meeting. Faulkner then turned to NEDO and what that board is working on. He noted that retail sales are up in the downtown, a lot of out-of-town patrons coming to Newaygo. There is a need for employees to work in some of the downtown businesses, especially in the restaurants. He touched on the façade grant that is still in progress for a couple businesses in the downtown. Biggby Coffee has decided not to be a part of Subway building; need some ideas on businesses to fill half of a new building. NEDO is looking at changing their meeting dates to be before both TIFA and Council. Noted that the Dragon Trail now has an inter-governmental agreement signed for maintenance of the trail by the various townships the trail runs through. Faulkner talked about a walkable community and enlisting the help of key subject matter experts to do a study of Newaygo. He touched on the work of Harry Wierenga of Fleis & Vandenbrink (\$7,500), who has done work with us already and is familiar with the City, as well as Jeff Speck (\$25,000). The cost for both individuals to come and do their work is \$32,500 and he is willing to go to the Fremont Area Community Foundation for some funding. City council approved the cost of \$7,500 for Fleis & Vandenbrink and requested more information on Jeff Speck and his work; this will be discussed at a special Council meeting on July 24th. A manufacturing campus is rare in a rural community and The Right Place out of Grand Rapids stated Newaygo could be a great model for such a program.

Leestma asked about the tearing down of the school; wondered what was happening. Mathis explained the old school was torn down and the new school will be for K-4th grade, the project will take approximately two years and meanwhile the kids will utilize the Vera Wilsie until the project is completed. At that time the Vera Wilsie will then be torn down. Schneider would look at bids on what to do with the hill visually from the downtown, need to clean the hill up so there will be a full view of the school.

Schneider went over the TIFA/LDFA budgets. The 17-18 budget has a positive balance with revenues over expenses. There are still funds available in the LDFA budget for sidewalks and storm water work down Cooperative Drive but given the upcoming Master Plan process and the Riverbank development it may be best to wait and see what comes of that.

Schneider stated that items C, D, E and F all go together and is looking for board support. The water main upgrade project, that came about because of the school construction, cost the City \$30,000 in materials, the water tower repairs (per Dixon Engineering) and water tower painting come to approximately \$80,000 (board requested more bids on the painting of the water tower and gave two to three weeks for bids), the amount of \$7,500 for Fleis & Vandenbrink's proposal as well as \$25,000 for Jeff Speck's vision, walkability and planning proposal for the City. Motion by Armstrong, support by Fedell to approve the above projects costs and amend the TIFA general expense budget for said approved projects. Roll Call: Yea: Armstrong, Buckley, Jr., Guzniczak, Leestma, Day, Faulkner, Heinzman, Lethorn, Fedell, Mathis, Tinkham Absent: Badgero, Ivens Nay: None CARRIED Mathis then asked the board to approve, or cover the costs, for their portion of the water main repair, which can not be paid out of their bond funds, at a cost of approximately \$10,000. Motion by Faulkner, support by Heinzman to amend prior motion and add a "not-to-exceed" amount of \$10,000 to the total cost of the projects above to cover the school's costs. Roll Call: Yea: Armstrong, Buckley, Jr., Guzniczak, Leestma, Day, Faulkner, Heinzman, Lethorn, Fedell, Mathis, Tinkham Absent: Badgero, Ivens Nay: None CARRIED

Schneider stated that the paving of Mundy Ave (LDFA fund) can't be done with those monies so this agenda item was not addressed.

Schneider updated the board on the sewer system project and where it stands; will be applying to USDA on 10/01/17 when their new fiscal year starts. Schneider stated the City could be eligible for 2.3 million in grants and 1.5 million in loans. Will be looking at the engineering/design portion of the project in the fall and going out for bids in January of 2018. Schneider explained that this project does accommodate for expansion and future growth. Ortwein spoke up regarding the City trying to apply for an EDA grant in conjunction with the USDA one; stated that the City should be eligible. Could start the application process and then Fleis & Vandenbrink could provide the visuals. EDA provides a 50% match up to 4 million.

BOARD COMMENTS

Mathis stated that the steps to the school will need some attention. Fedell asked Schneider to look into who actually owns the stairs; Heinzman suggested contacting Stu Sanders at the Register of Deeds office. Day is resigning from all boards at the end of this year.

Fedell made a general comment that he understands the need for board members to request more time and information on certain topics but stated that board members get their packets/agenda ahead of time and should be reading packets prior to meetings and calling Schneider with any questions or concerns.

PUBLIC COMMENTS

Orwein wanted to inform the Council that NCEDO was awarded a grant to subsidize the “Citizen Planner” classes. The grant will pay up to 75% of the class cost. The class is for elected officials, planning board members, planners, etc. The grant will cover the first 40 participants that sign up. He also stated as a private citizen he plans on attending a lot of the City’s various meetings. Orwein had some questions regarding the Planning Commission as well as some suggestions; Schneider responded.

Motion by Heinzman, second by Faulkner to adjourn the meeting. AIF/CARRIED.

Meeting adjourned at 8:59 AM.

Kim Biegalle, TIFA Secretary