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**BOYNE CITY
LOCAL DEVELOPMENT FINANCE AUTHORITY
Special Meeting**

Monday, August 28, 2017 at Noon
319 N. Lake St., Boyne City, MI 49712

**** Please Note Location Change ****

- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL**
Excused Absences
- 3. READING AND APPROVAL OF MINUTES**
Approval of January 9, 2017 meeting minutes
Approval of March 13, 2017 meeting minutes
Approval of April 10, 2017 meeting minutes
- 4. HEARING CITIZENS PRESENT (ON NON-AGENDA ITEMS)**
- 5. UNFINISHED BUSINESS**
 - a. Other
- 6. NEW BUSINESS**
 - a. Business Park Inquiries
 - b. Terms of Office (Fewins, Cortright and Cain)
 - c. Other
- 7. GOOD OF THE ORDER**
- 8. ANNOUNCEMENTS**
 - The next regular meeting is scheduled for September 11, 2017
- 9. ADJOURNMENT**

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Cindy Grice, City Clerk/Treasurer, 319 North Lake Street, Boyne City, Michigan 49712 (231) 582-0334



Approved: _____

**MEETING OF
January 9, 2017**

**MINUTES OF THE BOYNE CITY LOCAL DEVELOPMENT FINANCE
AUTHORITY MEETING DULY CALLED AND HELD ON MONDAY,
JANUARY 9, 2017 at City Hall ~ 364 N Lake St, Boyne City**

CALL TO ORDER

Chair Gillett called the meeting to order at 12:07 p.m.

ROLL CALL

Present: Pat Anzell, Kelly Bellant, Michael Cain, Michelle Cortright, Pete Friedrich,
Ralph Gillett, Josette Lory
Absent: Todd Fewins

EXCUSED ABSENCES

Anzell moved, Cain seconded, PASSED UNANIMOUSLY to excuse Todd Fewins

**MEETING
ATTENDANCE**

Staff: Recording Secretary Jane Halstead
Public: One – Mac McClelland

**APPROVAL OF
MINUTES
MOTION**

Cortright moved, Lory seconded, PASSED UNANIMOUSLY to approve the October 17,
2016 minutes

**HEARING CITIZENS
PRESENT**

None

CORRESPONDENCE

None

UNFINISHED BUSINESS

TIF Renewal

Mac McClelland, Consulting Engineer with Otwell Mawby was present to discuss the second draft of the LDFA Development Plan and the Tax Increment Financing Plan (received and filed) and the results of the recent Boyne City Air Business Park survey which was sent to businesses in the park (received and filed). The current TIF Plan expires April 29th, 2017.

The results of the survey indicate that Quality of Life and Workforce were primary factors for locating a business here. Road improvements, road maintenance and high speed fiber ranked highest in desired additional public improvements for the park. Bellant commented that road maintenance has been not been good this winter throughout the park – roads have been snowy and plowed later in the day.

The board discussed the possibility of expanding the boundaries of the LDFA. McClelland stated that local governments (i.e. county, library) can opt out of the LDFA if the boundary

expands. McClelland was asked if an expansion was done, did it have to be contiguous and/or if it would be possible to create a second TIF area. McClelland answered that the expansion does not have to be contiguous and he believes that a second TIF is possible – he will verify.

McClelland plans to meet with Michael Cain and Scott McPherson to determine what areas may offer opportunity for growth.

The board also discussed the boundary map, wanting clarification on what parcels are included in the LDFA. McClelland will meet with Cindy Grice and Debra Chavez to determine exactly which parcels are in district.

The board reviewed Table 1 in the LDFA TIF Plan. The amount allocated for lighting and signage may be insufficient. McClelland stated monies can be reallocated among line items if needed.

Budget

The board reviewed the budget. Cain stated the monies allocated for the Workforce Training program will not be needed in the next budget as that program has been discontinued. The LDFA has \$794,449 in unrestricted funds and the board discussed what to spend it on. It was determined that the entrance to the park may need to be re-engineered to improve traffic flow. Replacement of the main sign and improvement of lighting at the Moll Street entrance was also discussed.

NEW BUSINESS

MEETING SCHEDULE APPROVAL MOTION

The 2017 Meeting calendar was reviewed.

Friedrich moved, Bellant seconded PASSED UNANIMOUSLY to adopt the meeting schedule as presented. The LDFA will meet at Boyne City Hall on the second Monday of the month on a quarterly basis immediately following the noon meeting of the EDC.

GOOD OF THE ORDER

The board looked at the preliminary site plan for the new Louie's Fresh Market and Gas Station that is planned for the former Boyne Rapids Adventure Golf site.

ANNOUNCEMENTS

The Joint Board & Committee Meeting is Tuesday, January 17th, 6:00 p.m. at City Hall. Ralph Gillet will attend.

NEXT MEETING

The next meeting of the Local Development Finance Authority is scheduled for Monday, March 13, 2017.

ADJOURNMENT

The January 9, 2017 Local Development Finance Authority meeting was adjourned at 1:45 p.m.



Approved: _____

**MEETING OF
March 13, 2017**

**MINUTES OF THE BOYNE CITY LOCAL DEVELOPMENT FINANCE
AUTHORITY MEETING DULY CALLED AND HELD ON MONDAY, March 13,
2017 at City Hall ~ 364 N Lake St, Boyne City**

CALL TO ORDER

Chair Gillett called the meeting to order at 12:12 p.m.

ROLL CALL

Present: Kelly Bellant, Michael Cain, Michelle Cortright, Ralph Gillett
Absent: Pat Anzell, Todd Fewins, Pete Friedrich, Josette Lory

NO QUORUM

A quorum was not present.

**MEETING
ATTENDANCE**

Staff: Recording Secretary Jane Halstead
Public: Three, including City Commissioners Conklin and Grunch

**UNFINISHED
BUSINESS**

TIF Renewal

Mac McClelland, Consulting Engineer with Otwell Mawby was present to discuss the final draft of the TIF Renewal. A general discussion took place on expansion of the LDFA boundaries. The general consensus was to leave the boundaries as they currently are. According to McClelland the LDFA District can be amended at any time if it is decided to do so.

McClelland reviewed the Public Facilities and Cost Table and the Tax Capture Table. It was discussed why it is prudent to keep money in the fund balance for future development and the importance of educating the public on the economic impact the park has on the community.

McClelland was asked about the LDFA's relationship to work force housing. He found no justification for, or instances of other business park authorities providing for work force housing.

The LDFA Board will need to pass a resolution recommending the TIF plan prior to the April 25th City Commission meeting so that they may adopt plan. Public notification will be done 20 days prior to that date (by April 5th). To meet these timelines a special LDFA meeting will need to be scheduled.

Budget

Cain reviewed the 2017 budget. He noted that anticipated Property Tax Collections is a flag of concern.

Visitor's Guide Ad Review

The board reviewed the new ad for the business park featuring Northern Logistics which will be placed in the Chamber Business and Visitor's Guide. The board liked the ad.

ADJOURNMENT

The March 13, 2017 Local Development Finance Authority meeting was adjourned at 12:55 p.m.

Pete Friedrich, LDFA Secretary

Jane Halstead, Recording Secretary



Approved: _____

**MEETING OF
April 10, 2017**

**MINUTES OF THE BOYNE CITY LOCAL DEVELOPMENT FINANCE
AUTHORITY SPECIAL MEETING DULY CALLED AND HELD ON MONDAY,
APRIL 10, 2017 at City Hall ~ 364 N Lake St, Boyne City**

CALL TO ORDER

Chair Gillett called the meeting to order at 12:03 p.m.

ROLL CALL

Present: Kelly Bellant, Michael Cain, Michelle Cortright, Pete Friedrich, Todd Fewins,
Ralph Gillett, Josette Lory
Absent: Pat Anzell

EXCUSED ABSENCES

Cortright moved, Cain seconded, PASSED UNANIMOUSLY to excuse Pat Anzell

**MEETING
ATTENDANCE**

Staff: Recording Secretary Jane Halstead
Public: One – Mac McClelland

**CITY COMMISSION
QUORUM**

City Commissioner's Hugh Conklin, Ron Grunch and Tom Neidhammer were present.

**HEARING CITIZENS
PRESENT**

None

**UNFINISHED
BUSINESS**

TIF Plan and Development Plan Amendment

Mac McClelland, Consulting Engineer with Otwell Mawby was present to discuss the Tax Increment Financing Plan and Development Plan Amendment.

The City of Boyne City established the Local Development Financing Authority November 12, 1996 and the City Commission approved the adoption of the Development and TIF Plan on April 29, 1997. The current TIF Plan is set to expire April 29th, 2017. If the Plan Amendment is adopted it will provide for a twenty year extension until April 25, 2037.

MOTION

Friedrich moved, Lory seconded PASSED UNANIMOUSLY to approve the amended Tax Increment Financing Plan and Development Plan Amendment as written and recommend the Boyne City City Commission approve the plan.

NEW BUSINESS

The Board discussed whether the Noon meeting time on Monday is convenient for everyone or if a Friday Noon meeting would be better. The meeting schedule will stay as is for now.

GOOD OF THE ORDER

None.

ANNOUNCEMENTS

The next meeting of the Local Development Finance Authority is scheduled for Monday, May 8, 2017.

ADJOURNMENT

The April 10, 2017 Local Development Finance Authority meeting was adjourned at 12:47 p.m.

Pete Friedrich, LDFA Secretary

Jane Halstead, Recording Secretary