

DRAFT – Minutes have not been approved.
BATTLE CREEK TAX INCREMENT FINANCE AUTHORITY
Tuesday, January 28, 2020

A special meeting of the Battle Creek Tax Increment Finance Authority (BCTIFA) was held on Tuesday, January 28, 2020 at 8:00 a.m. at the Frederick R. Brydges Customs Cargo Center, BCU Board Room. The following individuals were in attendance: Messrs. Christensen, Davis, Stewart, Wilson, and Mmes. Darner, Visger, and White.

Absent were: Messrs. Claywell, Czerney, McKernan, Newsome, and Ms. Fleury.

Also, in attendance were: Messrs. Corder, Gibson, Mumford, Reid, Sobieralski, and Mmes. Hovarter, Jones and Young.

Mr. Stewart called the meeting to order at 8:00 a.m. Roll call of attendance was recorded.

APPROVAL OF MINUTES

MOTION: Mr. Wilson moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the December 20, 2019 minutes as presented. Ms. White supported the motion and it was unanimously approved.

APPROVAL OF AUDIT ENDING JUNE 30, 2019

A copy of the audit ending June 30, 2019 was included in the board package that was emailed. Ms. Corrin Day from Rehman Robson presented an overview of the audit at the January 21, 2020 meeting. Ms. Hovarter stated the audit was unmodified, clean opinion, the highest level of assurance you will get on the financial statements.

MOTION: Ms. Darner moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the Audit ending June 30, 2019 as presented at the January 21, 2020 meeting and discussed today. Mr. Christensen supported the motion and it was unanimously approved.

APPROVAL OF ANNUAL REPORT FY 2019

A copy of the Annual Report for FY 2019 was included in the board package that was emailed. Ms. Hovarter stated the document looks very different this year as the State of Michigan now provides a form that is required for submission. The information is retrieved from the financial statements (audit) to create the Annual Report.

MOTION: Mr. Wilson moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the Annual Report for FY 2019 as presented. Ms. White supported the motion and it was unanimously approved.

APPROVAL OF ROBBINS BUILDING SALE

Ms. Jones stated a revised Memorandum of Understanding (Addendum #3 to the August 22, 2019 Sales Agreement) was included in the board package on page 51. The Purchaser, Springfield Holdings,

LLC, has asked that the sale price for the Robbins Building be reduced from \$350,000 to \$300,000. If the BCTIFA agrees to the new price the closing will take place on Friday, January 31, 2020.

MOTION: Mr. Christensen moved that the Battle Creek Tax Increment Finance Authority Board of Directors agrees to the decrease in sale price from \$350,000 to \$300,000 and authorizes BCTIFA Chair Mr. Stewart to sign all closing documents on the sale of the Robbins Building.

Mr. Stewart thanked Ms. Jones and the Robbins Building Committee for the years it has taken and for seeing this project through.

AIRPORT ROAD PRELIMINARY ENGINEERING COST

Mr. Sobieralski stated that an existing tenant at the airport is considering a large expansion. The expansion will include a \$30 million investment and 100 new jobs. Mead & Hunt has provided an engineering cost estimate of \$1.9 million to relocate Airport Road to allow for the MRO facility expansion. The project also includes relocation of fencing, lighting, a detention pond, and other drainage features.

Mr. Sobieralski stated that the City of Battle Creek has applied for a MDOT grant and foresees a 30-50% match will be required to complete the grant. Mr. Sobieralski stated that \$141,370 is necessary to conduct an engineering study at this time. He suggested that the funds come from FY 2020-2021 budget and the remainder be taken from the FY 2021-2022 budget for a total sum of \$570,000.

MOTION: Ms. Visger moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve spending up to \$570,000 (30% MDOT grant match) of project cost to Mead Hunt with the expenditure of \$141,370 coming from the FY 2020-2021 budget. Mr. Wilson supported the motion and it was unanimously approved.

PUBLIC COMMENTS

There being no further business, the meeting was adjourned at 8:21 a.m.