

DRAFT – Minutes have not been approved.
BATTLE CREEK TAX INCREMENT FINANCE AUTHORITY
Tuesday, May 19, 2020

A special annual meeting of the Battle Creek Tax Increment Finance Authority (BCTIFA) was held on Tuesday, May 19, 2020 at 3:30 p.m. via Zoom conference call. The following individuals were in attendance: Messrs. Christensen, Claywell, Czerney, Davis, Hodge, Wilson, and Mmes. Darner, Fleury, Straub, Visger, and White.

Absent: None.

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

Mr. Christensen called the meeting to order at 3:30 p.m. Roll call of attendance was recorded.

APPROVAL OF MINUTES

MOTION: Ms. Fleury moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the January 21, 2020 and January 28, 2020 minutes as presented. Mr. Wilson supported the motion and it was unanimously approved.

NOMINATING COMMITTEE

New Appointments: The City of Battle Creek City Commission approved the appointments of Justin Hodge and Amber Straub, terms to expire 4-28-2022.

Re-appointments: The City of Battle Creek City Commission approved the re-appointments of Michelle Darner, Shannon Visger, and Alana White, terms to expire 4-28-2024.

Election of Officers: Alana White, Chair; Rod Christensen, Vice Chair; Steve Claywell, Secretary; and Tim Czerney, Treasurer.

MOTION: Mr. Czerney moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the slate of officers as presented. Mr. Davis supported the motion and it was unanimously approved.

AIRPORT REPURPOSE 2019-20 COMMITMENTS

Mr. Bowron proposed repurposing the remaining FY 2019-2020 airport funding to purchase airport equipment. An identification system with a feature that captures the tail numbers on the planes to ensure proper billing, \$80,000. Also, a pavement evaluation study for the hangars located at the airport, \$10,000.

MOTION: Ms. Darner moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the FY 2019-2020 airport commitments as presented. Ms. Visger supported the motion and it was unanimously approved.

AMEND FY 2019-20 GENERAL BUDGET

Mr. Sobieralski presented a summary of recommendations for the General Budget. Revenue: \$3,461,943.00; Expenses: \$3,240,079.00; Income over expense: \$221,864.00 – Fund Balance becomes \$719,311.00.

MOTION: Mr. Czerney moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the amendment of FY 2019-2020 General Budget as presented. Ms. Darner supported the motion and it was unanimously approved.

APPROVE FY 2020-21 GENERAL BUDGET

Mr. Sobieralski presented a summary of recommendations for the General Budget. Revenue: \$3,068,591.00; Expenses: \$3,140,640.00; Income over expense: (\$72,049.00) – use balance from FY 2020 - \$644,262.00 remaining.

Mr. Wilson expressed concerns with voting on a deficit budget and not having enough time to review the budget. The BCTIFA Finance Committee will plan to meet in Fall 2020 to discuss the budget deficit and additional airport needs before winter.

MOTION: Ms. Darner moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the FY 2020-2021 General Budget as presented. Ms. Visger supported the motion and it was approved by majority vote. Mr. Wilson voted no.

AMEND FY 2019-20 CAPITAL BUDGET

Mr. Sobieralski presented a summary of recommendations for the Capital Budget. Revenue: \$727,420.00; Expenses: \$4,290,877.00; Income over expense: (\$3,563,457.00) – Fund balance \$729,041.00.

MOTION: Ms. Fleury moved that the Battle Creek Tax Increment Finance Authority Board of Directors approves the amendment of FY 2019-2020 Capital Budget as presented. Mr. Czerney supported the motion and it was unanimously approved.

APPROVE FY 2020-21 CAPITAL BUDGET

Mr. Sobieralski presented a summary of recommendations for the Capital Budget. Revenue: \$163,743.00; Expenses: \$819,854.00; Income over expense: (\$656,111.00) – Fund balance \$72,930.00.

MOTION: Ms. Fleury moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the FY 2020-2021 Capital Budget as presented. Mr. Davis supported the motion and it was approved by majority vote. Mr. Wilson voted no.

RESOLUTION AUTHORIZING RODNEY CHRISTENSEN TO SIGN DOCUMENTS

Mr. Sobieralski stated that often there is a need for the Vice Chair to sign documents when the Chair is not available. This is a Resolution to authorize the Vice Chair to sign documents when needed.

MOTION: Mr. Wilson moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the Resolution as presented. Ms. Darner supported the motion and it was unanimously approved.

RESOLUTION AUTHORIZING ALANA WHITE TO SIGN DOCUMENTS

Mr. Sobieralski stated that the Resolution authorizes the newly appointed Chair to sign documents when necessary.

MOTION: Ms. Darner moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the Resolution as presented. Mr. Wilson supported the motion and it was unanimously approved.

BATTLE CREEK ANG BASE ENTRY CONTROL FACILITY PROJECT

Mr. Sobieralski stated that the engineering study costs associated with this project have been included in the Capital Budget for FY 2020-2021. The project will be brought back to the BCTIFA Board for approval.

Mr. Gibson stated the board package included preliminary engineering drawings from Mead & Hunt for the proposed Air National Guard Base new entry located at the intersection of Hill Brady Road and Skyline Drive. The proposed intersection will include two round-abouts, a larger round-about on City property to control vehicle traffic flow, and a second round-about to access the ANG Base. The walkable pathway that was installed last year will extend across the entrance and allow access to Logistics Drive. The ANG is seeking permission from BCTIFA to extend the pathway to Logistics Drive.

MOTION: Mr. Wilson moved that the Battle Creek Tax Increment Finance Authority Board of Directors supports the ANG intention to extend the existing path across the new entrance way subject to final drawing from Mead & Hunt. Mr. Czerney supported the motion and it was unanimously approved.

TREE REPLACEMENT PLAN

Mr. Sobieralski stated that there has been some inquiry regarding tree replacement plan for Fort Custer Industrial Park. Several trees along West Dickman Road are dying and will require replacement. The BCTIFA will invite an Arborist to an upcoming meeting to discuss a plan moving forward.

DB3 EXTENSION REQUEST

Mr. Corder stated that db3 (Project Deep Dish) signed a Sales Agreement in February with a 90-day due diligence period. Because of the COVID-19 they have been delayed. The company is seeking an extension for 90-days in writing. The project is moving forward. The company has one lab and transportation company committed. BCTIFA has the earnest deposit money.

MOTION: Mr. Wilson moved that the Battle Creek Tax Increment Finance Authority Board of Directors approves a 90-day extension. Mr. Hodge supported the motion and it was unanimously approved.

TERMINATE FARM LEASE FOR I-94 SOUTH PROPERTY

Mr. Sobieralski stated that the BCTIFA has for several years farmed the I-94 South property. BCTIFA currently has an agreement with Eric Hiscock, the farmer to farm the land. With the recent sale of the property to Industrial Partners, the farm lease will need to be terminated. The property generated less than \$10,000 each year.

MOTION: Mr. Czerney moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve to terminate the I-94 South farm lease as presented. Mr. Hodge supported the motion and it was unanimously approved.

PROSPECT/PROJECT DEVELOPMENT UPDATE

I-94 South Property: Mr. Corder stated that the company asked for a letter to provide to their banking representative that explained the incentive provided to the company. The incentive was for a reduced land price. The company is moving forward, doing environmental testing, and plans to break ground by the end of June or early July. The first building will be 150,000 sq. ft. The second building will also be 150,000 sq. ft. and may begin sooner if reshoring activities happen.

PUBLIC COMMENTS

Mr. Bowron thanked the Board for their efforts with the airport budget. Mr. Bowron invited the new members and anyone to visit the third busiest airport in the State of Michigan.

There being no further business, the meeting was adjourned at 4:40 p.m.