

BATTLE CREEK TAX INCREMENT FINANCE AUTHORITY

Monday, February 24, 2025

At the regular meeting of the Battle Creek Tax Increment Finance Authority (BCTIFA) held on Monday, February 24, 2025, at 3:40 p.m. at the Frederick R. Brydges Customs Cargo Center in the BCU Board Room. The following individuals were in attendance: Messrs. Claywell, Dearing, Grimsley, Hodge, Woodard, and Mmes. Par, Visger, and White.

Absent: Messrs. Smith, Wilson, and Ms. Darner.

Also, in attendance were: Messrs. Corder, Kroll, Kuhn, Sobieralski, ter Avest, Weaver, and Mmes. Corrin Day (Rehmann), Jones, and Young.

Dr. White called the meeting to order at 3:40 p.m. Roll call of attendance was recorded.

FY 2024 AUDIT PRESENTATION

Ms. Corrin Day with Rehmann presented highlights of the audited financial statements ending June 30, 2024. Ms. Day noted there were no issues or concerns to report. The audit is unmodified, clean opinion, and the highest level of assurance you can receive on the financial statements. There have not been any significant changes over the previous years. The audit was included in the board package.

APPROVAL OF REGULAR MINUTES

MOTION: Ms. Par moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the minutes of November 18, 2024, regular meeting as presented. Mr. Hodge supported the motion, and it was unanimously approved.

APPROVAL OF AUDIT ENDING JUNE 30, 2024

MOTION: Mr. Dearing moved that the Battle Creek Increment Finance Authority Board of Directors approves the Audit ending June 30, 2024, as presented. Mr. Grimsley supported the motion, and it was unanimously approved.

APPROVAL OF ANNUAL REPORT FY 2024

Mr. Sobieralski presented highlights of the BCTIFA Annual Report which was included in the board package. The information is retrieved from the audit, completed annually, and is filed with the State of Michigan.

MOTION: Mr. Dearing moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the Annual Report FY 2024 as presented. Ms. Visger supported the motion, and it was unanimously approved.

APPROVAL OF RELEASE REQUEST FOR 300 FRITZ KEIPER BOULEVARD/RESOLUTION

Mr. Corder provided a brief overview of the release request for 300 Fritz Keiper Boulevard. A Resolution and Release Request was included in the board package.

MOTION: Mr. Woodard moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the Resolution and Release Request for 300 Fritz Keiper Boulevard as presented. Mr. Dearing supported the motion, and it was unanimously approved.

BCTIFA LOAN TO BCBRA-LOAN TERM ADJUSTMENT

MOTION: Mr. Dearing moved that the Battle Creek Tax Increment Finance Authority Board of Directors authorize the document preparation and execution of agreements to modify the existing loan to reflect a reduced interest rate to 3% from 5%. Mr. Hodge supported the motion, and it was unanimously approved.

SALE OF LOT RESOLUTION

Mr. Sobieralski stated that there is a company that is interested in purchasing a 1.603-acre BCTIFA-owned parcel located at 255 Hill Brady Road (PIN # 3020-00-051-0). It was recommended that the sale includes a First Right of Refusal back to BCTIFA.

MOTION: Mr. Dearing moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the Sale of Lot 51 for \$25,000 with a First Right of Refusal as presented. Ms. Visger supported the motion, and it was unanimously approved.

PROCUREMENT POLICY

Mr. Sobieralski stated that a draft Procurement Policy and a contractor pre-qualification form were included in the board package for approval. Contractors working for BCTIFA will now be required to follow the Procurement Policy when submitting bids on projects.

MOTION: Mr. Woodard moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the Procurement Policy as presented. Ms. Par supported the motion, and it was unanimously approved.

BUDGET PROCESS & GUIDELINES

Mr. Sobieralski stated that a draft budget process and guidelines was included in the board package. The guidelines have been reviewed by the City of Battle Creek staff and airport staff.

MOTION: Mr. Hodge moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the Budget Process and Guidelines as presented. Mr. Woodard supported the motion, and it was unanimously approved.

AIRPORT UPDATE

Mr. Kroll provided the Board with an update of current airport capital projects.

I-94 NORTH/COLUMBIA AVE/HELMER ROAD

Mr. Sobieralski provided the Board with conceptual drawings for the I-94 North property and the Columbia Avenue/Helmer Road sites for discussion.

PROSPECT/PROJECT DEVELOPMENT UPDATE

Mr. Sobieralski provided information on the following:

Hill Brady Road – the Department of Public Works will allocate some grant funding of \$560,000 for repaving this road this summer. The BCTIFA would need to match the grant.

ANG Roundabout – the BCTIFA received reimbursement of \$532,000 for the Air National Guard roundabout project in January.

MEDC Site Readiness Grant – the BCTIFA submitted information to the MEDC for reimbursement dollars (\$133,000) for the site readiness grant allocated for the Columbia Avenue property.

Watkins Road Spec Buildings – there are currently multiple tenants looking at the second building. There is a possibility that one tenant would take the 250,000 sq. ft. that is currently constructed, and the developer would build another building on the remaining parcel. This would complete the I-94 South parcel.

BOARD MEMBER COMMENTS

No comments were made.

PUBLIC COMMENTS

No comments were made.

ADJOURN MEETING

MOTION: Ms. Par moved that the Battle Creek Tax Increment Finance Authority Board of Directors approves to adjourn the regular meeting. Mr. Woodard supported the motion, and it was unanimously approved.

There being no further business, the meeting was adjourned at 5:00 p.m.