

**TAX INCREMENT FINANCE AUTHORITY
MINUTES**

January 27, 2020

THE MEETING OF THE TAX INCREMENT FINANCE AUTHORITY WAS CALLED TO ORDER AT 7:03 P.M., ON WEDNESDAY, JANUARY 27, 2020, BY VICE-CHAIRMAN REINDEL. THE MEETING WAS HELD VIRTUALLY VIA ZOOM.

Present: Ball, Garant, LaFore, Reindel, Ruff, Weinert and Yelencich

Absent: Ruff

Others: Director Moore

Visitors: None

Motion by **Garant**, seconded by **Weinert**, to excuse Authority Member Ruff from tonight's meeting, due to work.

All yeas

Motion passes

APPROVAL OF MINUTES

Motion by **LaFore**, seconded by **Garant**, to approve the minutes from November 24, 2020, as presented.

All yeas

Motion passes

APPROVAL OF BILLS

Motion by **LaFore**, seconded by **Garant**, to approve the Payroll Expense for November 23rd thru January 14th 2021 in the amount of \$9,364.48;

All yeas

Motion passes

Motion by **Ball**, seconded by **Garant**, to approve the Schedule of Bills dated November 17, 2020 thru January 18, 2020 in the amount of \$54,308.82;

All yeas

Motion passes

CORRESPONDENCE

Revenue and Expense report for November 2020
City Council Meeting Minutes of November 2, 2020
City Council Meeting Minutes of November 16, 2020
City Council Meeting Minutes of December 7, 2020
City Council Meeting Minutes of December 21, 2020

Received and Filed.

PUBLIC COMMENTS

None

ADOPTION OF AGENDA

The Agenda was adopted as presented.

ITEMS FOR CONSIDERATION

1. Consideration of Chipper and Leaf Cap

The FY20/21 City budget included \$49,000 for the purchase of a brush chipper and a new dump box on a 2004 Ford F350 (Truck #9). \$28,727 is anticipated for the purchase of the brush chipper, leaving \$20,273 for the purchase of a new dump box and chipper cap. TIFA is being asked to assist the City with the purchase of a chipper/leaf cap for Truck #9.

City Council previously discussed leaf collection options within the City. At a recent quarterly roundtable meeting, Council requested Administration consider the feasibility of utilizing a chipper cap for leaf collection by DPW staff. Leaf collection is a complicated issue and more discussion is necessary, however, the DPW director did research the ability to purchase a cap intended for dual purpose use. Such a purchase would allow the City more options in further evaluating the interest and feasibility of leaf collection by City staff.

DPW received quotes from three manufacturers for dump boxes and chipper caps. All quotes are generally comparable. DPW also received an independent quote for a chipper cap and leaf cap from Bell Equipment. The leaf cap is designed with a back that would take the place of the tailgate on the truck. This back keeps the leaves in the bed of the truck.

For TIFA's consideration, the difference between the combination Chipper/Leaf Cap and the single use Chipper Cap is \$2,500. Bell Equipment is the low bid on the Chipper Cap.

Motion by **Garant**, seconded by **LaFore**, to authorize the expense of \$2,500 toward the purchase of the Titan Leaf Cap from Bell Equipment with the expense charged to the appropriate line item, Equipment Acquisition TIFA Fund.

All yeas

Motion passes

2. Discussion on Christmas Decorations

TIFA discussed the Christmas Decorations used this year. In 2020, we replaced the remaining 26 decorations purchased from Wayne Manufacturing. This technically finishes the project to replace all of the Christmas decorations, and TIFA should not have to purchase decorations for a few years.

While putting up the decorations this year, the City realized we are a few short on gold, red and unlit branched green garland. Administration will be ordering a few of each to account for the shortage and any that wear out over the next couple of years.

Brief History

In 2017, TIFA approved replacing the 28, old white snowflake decorations with a combination of 4 gift boxes, 14 Diamond Snowflakes, 14 Candy Canes w/ Bow. The gift boxes were used in the pocket park, so are not listed in the count below.

In 2018, TIFA approved the purchase of 17 Candle Wreaths, 6 Bell Decorations. We also purchased gold garland to go with the bells and lighted timberland garland to go at major intersections.

In 2019, TIFA purchased 6 Candle W/Halo, 4 Trees (zig/zag), 6 Single Poinsettia and 6 Single Bell and 1 6' Santa.

In 2020, TIFA purchased 1 – 6 foot Reindeer 2 – 6 foot Toy Soldiers 1 – 6 foot Angel 8 – 4 foot Ornament Balls 6 – 4 foot Designer Stars 4 – 4 foot Zig Zag Trees 2 – 4 foot Poinsettias 2 – 4 foot candles with halo 1.

Unfortunately, all of the decorations purchased in 2020 have a larger bracket almost the same as the brackets from Wayne Manufacturing. Due to the different bracket, we placed all of the new decorations at the south end of town.

TIFA discussed that they liked some of the larger decorations such as the reindeer and angel. TIFA suggested budgeting \$10,000 for the needed garland and then 4-6 large decorations depending on the remaining funds after the garland is purchased.

MISCELLANEOUS MATTER FROM THE DIRECTOR

- The Christmas banners have shrunk and we need to review the seasonal banners at a future meeting. Putting the information together currently.
- Ice Rink is open and being used.
- School is asking to meet with the City regarding the Aud.

CHAIRMAN AND AUTHORITY MEMBERS

Reindel – Wanted to know if we still had the boards from the old rink. Would it be possible to use them and set up a small rink in the downtown? This could bring people into the downtown in the winter and help businesses. The director will check with DPW.

Ball – Questioned the across the road lighting. Administration is working to bring this back to the board.

Yelencich - Brought up decorations for other seasons. Valentines, St. Patrick’s Day, Fourth of July, etc. Also had a photo of a different way to do the across the road lighting from the City of Detroit. The lights run from the building façade to the streetlights. The City Manager had also received a photo regarding this style. It may be more feasible in Richmond than across the road lighting. Will discuss both ideas at an upcoming meeting.

ADJOURNMENT

Motion by **Ball**, supported by **LaFore**, to adjourn the Tax Increment Finance Authority meeting at 7:30 p.m.

All yeas

Motion passes

Respectfully Submitted:

Jon Moore
City Manager