



MINUTES
TIFA Regular Board Meeting
April 21, 2023

CALL TO ORDER

Chairman Morgan Heinzman called the TIFA meeting to order at 7:00 am. The meeting was held at City Hall located at 28 N. State Road, Newaygo, MI 49337.

Presiding officer: Morgan Heinzman
Secretary: Kim Goodin

Present: John Buckley Jr., Julie Burrell (arrived at 7:02 am), Jake Cooper, Bryce Cronk, Ed Fedell, Morgan Heinzman, Tom Postma, Andy Rusk, Shelley Staeven, Charles Zeldenrust

Absent: Joel Phillips. Kelly Tinkham, Chris Wren

Also Present: Jon Schneider, City Manager/TIFA Director, Kim Goodin, Secretary

Motion by Fedell, second by Buckley Jr. to excuse absent members. AIF/MC

Motion by Buckley Jr., second by Fedell to approve adding “LDFA Facade Grants” to line item I on the agenda. AIF/MC

Motion by Fedell, second by Buckley Jr. to approve the amended agenda with the addition of “LDFA Facade Grants” to line item I. AIF/MC

Motion by Burrell, second by Staeven to approve the 01/20/2023 meeting minutes. AIF/MC

PUBLIC COMMENT

BOARD BUSINESS

A Stream update report was included in TIFA Packets. Schneider discussed potential user errors relating to the new lighting system at The Stream. No representation from the Chamber was present to give an update.

Motion by Buckley Jr., second by Zeldenrust to approve Facade Grant Agreements for 41 W State Rd. (Market 41) and 73 W State Rd (Riverwalk Nutrition). AIF/MC Schneider discussed applications and projects submitted by 41 W State Rd. and 73 W State Rd. He stated that all three (41, 65, 73 State Rd.) Facade Grant Projects had been previously approved at the TIFA Grant Committee meeting held in March.

Motion by Heinzman, second by Buckley Jr. to allow Staeven to abstain from vote regarding Facade Grant Agreement at 65 W State Rd. (Downtown Threadz) AIF/MC Yeas: 9 Nays: 0 Absent: 3 Abstain: 1 CARRIED Staeven requested to abstain from voting in motion regarding Facade Grant Agreement at 65 W State Rd. as her business (Downtown Threadz) is located in this building and she had applied for the Facade Grant being discussed.

Motion by Fedell, second by Buckley Jr. to approve Facade Grant Agreement at 65 W. State Rd. Yeas: 9 Nays: 0 Absent: 3 Abstain: 1 CARRIED Staeven described proposed project at 65 W State Rd.

Motion by Heinzman, second by Buckley Jr. to allow Cooper to abstain from vote regarding Stream Building (1 State Rd.) first floor hallway modifications regarding Sui Generis Furniture Store Proposal. Yeas: 9 Nays: 0 Absent: 3 Abstain: 1 Cooper requested to abstain from voting in motion regarding Stream Building (1 State Rd.) first floor hallway modifications regarding Sui Generis Proposal as he is co-owner of Sui Generis.

Motion by Fedell, second by Buckley Jr. to approve modifications as presented for the first floor common area hallway of The Stream Building (1 State Rd.) contingent that no furniture is stored or displayed in the common area hallway. Yeas: 9 Nays: 0 Absent: 3 Abstain: 1 Schneider displayed proposed changes for the first floor common area at 1 State Rd. on the presentation screen. Cooper stated that Sui Generis was expanding their

business and would also be utilizing the vacant southwest side of the hallway and said that the only other business on the 1st floor would be the hair salon. Cooper discussed proposed changes that included:

- Remove portion of common area walls and install mall style gates on each side of the hallway.
- Remove the tile in the common area hallway where mall gates will be installed and have the flooring in that area polished concrete to match the current store floor. Cooper said that moving furniture does not damage the concrete floors, but would damage the current tile floor in the common area.
- Remove drop ceiling in common area to make consistent through entire store.

Cooper stated that furniture would not be stored in the common area hallway once renovations were completed as they would have a storage area in the expanded area and would take product in the back door from the outside of the building. Cooper said that access to The Stream 2nd floor would remain the same and the current Chamber of Commerce display areas would not be affected with the proposed changes. Cooper said that the front entrance off M37, for Sui Generis, would be relocated closer to 19 State Rd. (Newaygo Brewery). Schneider explained the condominium set up and condominium association for the Stream Building (1 State Rd.) and the need for TIFA to approve common area changes.

Schneider went over TIFA/LDFA budgets included in packets discussing current year original budget, proposed amended budget, YTD actual budget and proposed FY 23-24 budget. He said that he had gone over the proposed FY 23-24 budget in detail with the TIFA Finance Committee last month. Schneider discussed current FY revenue vs. FY 23-24 proposed revenue. He discussed a few expenditures that were approved last FY, but not expensed until the current FY. Schneider discussed detail budget sheets and proposed amendments for the current FY stating that the detail sheets had current original budget amount and proposed amended budget amounts listed for a few expense lines. Schneider stated that the proposed FY 23-24 budget does not include the additional \$15,000 for the River Country Chamber that was included in current FY budget stating that the Gus Macker will be held in Grant this year. Board discussed the powerhouse building and they want to make sure that all options for the building are explored and that parking options are discussed before additional funding, besides the roof funding, are set aside for this project. Schneider stated that the grant dollars and TIFA matching dollars would be utilized for a new roof at the powerhouse building and also stated that an engineering evaluation of the structure would be the next step. The board and Schneider discussed the positive impact that refinancing the bonds on The Stream building a few years ago had and Schneider said that The Stream will be paid off in 2030. Schneider discussed proposed FY 23-24 budget for LDFA stating that he had included \$30,000 for sidewalks and stormwater system plans and specifications and \$10,000 to research expanding the LDFA District.

Motion by Buckley Jr., second by Burrell to approve Broadband fiber optic install cost of \$5,000 for the Newaygo Library. AIF/MC

Motion by Zeldenrust, second by Buckley Jr. to approve \$10,000 additional funding for the rehab of the powerhouse building. AIF/MC

Motion by Staeven, second by Burrell to approve \$28,000 to reconfigure the 1st floor hallway doors and 2nd floor restroom doors at The Stream building (1State Rd.) to make the doors ADA compliant. AIF/MC Fedell said that the 1st floor hallway doors and 2nd floor restroom doors at The Stream building are currently not ADA compliant and that they should have been ADA compliant when the building was originally built.

Motion by Heinzman, second by Buckley Jr. to approve \$40,000 to eliminate loading zone areas in the South parking lot downtown. AIF/MC Schneider showed a sketch of the South parking lot with the curbs straight and eliminating the curves. He said that this had been discussed at the most recent PSD meeting and they were receptive to this change. Fedell stated that he had spoken with all the businesses on the South side of M37 with the exception of 2 and all are open to this idea. Fedell said that the drive lanes are wide enough that this would not hinder deliveries and would allow more room on the sidewalk for the social zone and make it safer to walk on the sidewalks. Schneider and Fedell discussed potential future changes to the drive lanes and parking configuration in the South parking lot, but the funding currently being discussed is just to make the curbs straight. Schneider said if this potential project cost were approved that he would add the \$40,000 to the proposed FY 23-24 budget.

Heinzman discussed potential service road, behind LDFA District, that had initially been proposed years ago. The proposed service road being discussed would be behind the businesses that are on the West side of Mason Drive between East St. and Cooperative Dr. Schneider stated that this service road would allow two entrances into businesses along this area and would also allow the ability for sewer and stormwater systems to be added. Schneider said that no decision was needed at this time on potential service road, but looking for board member thoughts and comments. The only board comment was that they did not want a potential service road project to hinder any potential expansion in the Muskegon River Holdings property (200 acres in SW area of City).

Motion by Buckley Jr., second by Staeven to establish a LDFA Facade Grant Program in the LDFA District that mimics the program in the TIFA District. AIF/MC Schneider stated that he had received an application from a business for the TIFA Facade Grant, but the business was not in the TIFA District and was located in the LDFA

District. He wanted input from the board about possibly establishing a Facade Grant Program similar to the TIFA Facade Grant Program for the LDFA area. Prior to the meeting a page from the LDFA Plan was distributed that discussed the section related to “Real & Personal Property” along with a map of the LDFA boundaries. Board members felt that the LDFA Plan section under “Real & Personal Property” would allow for a program and funds to be established for a LDFA Facade Grant Program.

Motion by Fedell, second by Staeven to allow Heinzman to abstain from voting in the motion to establish funding amount for the LDFA Facade Grant Program. Yeas: 9 Nays: 0 Absent: 3 Abstain: 1 Heinzman requested to abstain from voting in motion establishing funding amount for LDFA Facade Grant Program because he owns a business located in this area and may apply for a future LDFA Facade Grant.

Motion by Buckley Jr., second by Fedell to approve \$15,000 for initial funding of the LDFA Facade Grant Program. Yeas: 9 Nays: 0 Absent: 3 Abstain: 1

Motion by Buckley Jr., second by Burrell to approve Resolution T23-02 amending the FY 2022-2023 TIFA Budget. AIF/MC

Motion by Buckley Jr., second by Staeven to approve Resolution T23-03 to adopt the FY 2023-2024 Budget with changes explained below. AIF/MC Board approved adding \$40,000, to eliminate loading zones in the South Parking lot, to the TIFA Special Projects line and adding \$15,000, establishing a LDFA Facade Grant Program, to the LDFA Other Service & Charges line.

Schneider gave updates on various water/sewer projects and discussed blighted parcels on Water Street that the City may have the option to purchase in the future. He gave an update on collaboration between the City and Brooks Township to fund a study/hire a consultant to examine community public safety needs. Schneider stated that the Disc Golf Course should be complete this summer or fall and gave an update on Match on Main Street Grant that the River Stop Café had recently received.

PUBLIC COMMENTS

BOARD COMMENTS

Heinzman introduced Tom Postma and welcomed him to the TIFA Board.

Burrell gave an update on Muskegon River map that the Newaygo County Tourism was creating stating that the City of Newaygo and 10 downtown City of Newaygo businesses had contributed funds.

Cooper thanked TIFA Board for their approval on expansion configurations for Sui Generis.

Motion by Fedell, second by Burrell to adjourn the meeting at 8:23 am. AIF/MC

Kim Goodin, TIFA Secretary