

MEETING AGENDA
March 21, 2023 at 7:30 am
Tax Increment Finance Authority
City of Hillsdale
97 N Broad Street

I. Consent Agenda - Action

- A. Minutes from Meeting 1/17/2022
- B. Minutes from Targeted Development Committee Meeting 2/14/2023
- C. Minutes from Dawn Theater Governance Board Committee Meeting 2/16/2023
- D. Minutes from Program Review Meeting 2/28/2023
- E. Financial Reports

II. Public Comment

Agenda items only – 3 min.

III. Committee Reports

- A. Program Committee – Cindy Bieszk, Chair
 - 1. General Report
 - 2. Elks Lodge Façade Grant application
- B. Targeted Development Committee – Chris Bahash, Chair.
 - 1. General Report
- C. Beautification Committee – Margaret Braman, Chair
 - 1. General Report
- D. Dawn Theater Governance Committee – Mary Wolfram, Chair
 - 1. General Report

IV. Old Business

- A. Keefer Hotel Update

V. New Business

- A. No new business

VI. Economic Development Update/Board Round Table

VII. Public Comment

TIFA item – 3 min.

VIII. Adjournment

Next Meeting: Meeting April 18, 2023 at 6:00 pm.



CITY OF HILLSDALE

Tax Increment Finance Authority TIFA Regular Meeting January 17, 2023

Minutes

I. Call to Order at 7:33 am

- A. Members Present: Chair Andrew Gelzer, Cindy Bieszk, Chris Bahash, Councilman Greg Stuchell, David Hambleton, Kevin Conant, Felicia Finch, Mike Clark
- B. Others present: Jack McLain, Alan Beeker, Mary Wolfram
- C. Members Absent: John Spiteri, Tim Dixon, Mary Spiteri, Margaret Braman, Darin Spieth

- II. Consent Agenda** – Chris Bahash moved to approve the consent agenda as presented. David Hambleton seconded. Motion passed.

- III. Public Comment**
No public comment.

IV. Committee Reports

- A. Program Committee – Cindy Bieszk, Chair
 - 1. General Report – No report
- B. Targeted Development Committee – Chris Bahash, Chair.
 - 1. General Report – No report
- C. Beautification Committee – Margaret Braman, Chair
 - 1. General Report – No report
- D. Dawn Theater Governance Committee – Margaret Braman, Liaison
 - 1. General Report – Brief report on happenings at the Dawn. Keefer House LLC/HIS submitted a report on events held since November. ‘Friends of the Dawn’ still raising monies for AV. College may donate old sounds system. Several upcoming events in the works. Peggy Youngs resigned from DTGB and is on the Friends board DTGB members. The contract with Keefer House LLC is coming up in March. Now that the building has been open for a year, rates can finally be assessed. Andrew asked when the next fund raiser is scheduled. Mary is not certain when or what it will be. Mary submitted a mini MAC grant for the restoration of some of the posters found in the Dawn.

Chair Gelzer is asking for authority to appoint a member, David Hambleton moved, Kevin Conant seconded. Motion passed.

V. Old Business

- A. Keefer House Update – the basement excavation and the demolition is finished. General construction is finally underway. Looking at a soft opening in the summer.
- B. City Wayfinding Phase II – the second phase is for signage in the downtown. Chair wanted to discuss taking it on as a project.

VI. New Business

- A. 2023 FY Budget – keep the budget same as last year. Cindy Bieszk moved to keep the same numbers for the 2023 FY budget as were approved in the 2022 FY budget, Mike Clark seconded. Motion passed.

VII. Economic Development Roundtable

Natural Grocer moved to new location. Hillsdale Renaissance has purchased more buildings. Emporium pursuing a grant for printers. College Call Center requesting tax exemption. Chair would like to send a letter requesting the College open a satellite bookstore in the downtown. Chris Bahash seconded. Motion passed. Parking was discussed.

VIII. Public Comment

Jack McLain - Hoping to have a Dawn Theater community fee in the near future.

Mary Wolfram – could designate the \$1300 that McLain donated as a DT program amount for 2023 FY budget. Mary suggested alerting TIFA members of upcoming events at the Dawn

- IX. Adjournment** – Greg Stuchell moved to adjourn, Mike Clark seconded. Meeting adjourned at 8:25 am.

Next regular meeting on March 21, 2023 at 7:30 am.

CITY OF HILLSDALE
Tax Increment Finance Authority TIFA
Targeted Development Committee
February 14, 2023

Minutes

I. Call to Order at 5:31 pm

- Members Present: Chris Bahash (Chair), Andrew Gelzer, Tim Dixon
- Other Present: Alan Beeker
- Members Absent: Kevin Conant

II. Consent Agenda

Andrew moved to approve the agenda, Tim seconded, motion passed.

III. Old Business

A. Ferris Street Parking Lot Improvements

- Andrew spoke with Ben Baldwin. Still interested but too busy to help work on the project.
- Spoke with Five Star, new owner of 45 N Broad, and received same response
- Chris asked Cameron Dice, new owner of 47 N Broad, similar response.
- Discussions re: Ferris planning and Financing. Andrew will seek estimates for construction documents
- Committee asked Alan to talk to the city about tearing out the existing sidewalk along Ferris and McCollum and replacing with an ADA compliant walk.

Tim moved to pursue both options, Andrew seconded, motion passed.

IV. New Business

A. Future Planning

Stick with the Ferris project for now.

V. Commissioner Comment

- Alan and the Committee discussed the influx of new businesses and ongoing projects downtown.
- Andrew informed the Committee that the Dawn Theater lease was up for annual review.

VI. Public Comment

- No Public Comment.

VII. Adjournment – Tim moved to adjourn, Andrew seconded. Meeting adjourned at 6:15 pm.



CITY OF HILLSDALE

Tax Increment Finance Authority TIFA Dawn Theater Governance Board February 16, 2023

Minutes

I. Call to Order at 5:00 pm

- A. Members Present: Chair Mary Wolfram, Andrew Gelzer, Margaret Braman, Tim Sullivan, James Brandon
- B. Others present: Alan Beeker, Jack McLain

II. Old Business

A. Review Management Agreement

- The agreement signed on March 2, 2022 is the current agreement. The Committee is required to review the performance of the manager
- Since this is all new, there are currently no performance standards set.
- What are the expectations for the manager moving forward
 - i. The Committee needs to establish Performance standards

III. New Business

A. Review, Revise, Approve Application for Community Events

1. Below are all of the items discussed by the Committee:

- Keefer House Hotel, LLC negotiating representative
 - Who is the contact person?
 - Mary feels that the rep. should be Keefer House Hotel LLC (KHH).
 - James feels that the rep. should be HIS.
 - Tim suggested naming a representative to negotiate with KHH.
- Community Event Rate
 - Base Rate to open theater – documented costs
 - Published and available to public
 - Additional labor costs for HIS/CL staff
 - a. Friends could have done more of the set up and tear down
- Community Event Process
 - Keefer House Hotel, LLC maintains calendar
 - Calendar shall be available to DTGB/TIFA
 - Theater Manager provides Community Event Rate & date availability to applicant
 - DTGB reviews for eligibility
- Concessions
 - Alcohol sales/liquor license

- Other concession sales

Andrew moved that the items above be addressed with Brant Cohen (KHH), two committee members, Alan, and an HIS rep. After meeting, bring the results back to the full committee for review and approval. James seconded. Motion passed.

IV. Theater Update

- Preservation Award – the local Historical Society issued the award to the Dawn Theater
- Historical Society Walk-through – March 4, 2023 at 2:00 pm
- Events/organ update/sound system donation
 - Half of the funds have been raised for the organ restoration.
 - Sound system donation from the College.

V. Public Comment

- Jack McLain asked who received the grant for the organ restoration – Friends of the Dawn Theater.
- Asked who the sound system is being donated to – the City
- Thinks the schedule should be on the Theater website
- Friends of the Dawn should not be given special treatment for event rates at the Dawn

VI. Committee Members' Comments

- James would like to consider a meeting date for the next meeting.

VII. Adjournment – James Brandon moved to adjourn, Margaret Braman seconded. Meeting adjourned at 6:03 pm.



**TIFA PROGRAM REVIEW COMMITTEE MEETING MINUTES
CITY HALL, 97 N. BROAD ST., 2nd Floor Conference Room
February 28, 2023 at 8:00 am**

I. Call to Order 8:05 am

Members Present: Mike Clark, Cindy Bieszk, Darin Spieth
Member Absent:
Others Present: Alan Beeker, Jack McLain

II. New Business

The local Elks Lodge, 60 N Manning is requesting a façade grant. The proposed project is to do over \$60,000 in exterior wood repair and give the whole structure a new paint job.

- The Committee discussed the application.
- Cindy Bieszk reminded the Committee that TIFA had only allocated \$6000 for this fiscal year.

Mike Clark moved to recommend awarding the full \$6000 to the TIFA Board at the next regular meeting. Darin Spieth seconded, motion passed.

III. Old Business

IV. The Committee discussed the progress at the Keefer House Hotel

V. Public Comment

No public comment

VI. Adjournment at 8:22 am – Cindy moved to adjourn, Darin seconded, motion passed.

User: abecker

DB: Hillsdale

PERIOD ENDING 02/28/2023

GL NUMBER	DESCRIPTION	BALANCE		2022-23 AMENDED BUDGET	END BALANCE 02/28/2023
		NORMAL	(ABNORMAL)		
Fund 247 - TAX INCREMENT FINANCE ATH.					
Assets					
Function: Unclassified					
247-000.000-001.000	CHECKING ACCOUNT - COMMON	(222,209.17)			16,457.24
247-000.000-001.002	CHECKING ACCT - ACCT PAYABLE	142,052.59			1,237.19
247-000.000-017.700	INVESTMENTS - MBIA/CLASS	151,149.66			46,363.35
247-000.000-040.001	M/R ACCOUNTS RECEIVABLE	50.00			0.00
247-000.000-041.000	PROVISION FOR BAD DEBTS	0.00			(265,000.00)
247-000.000-082.001	DUE FROM OTHERS - BRIDGE LOANS	265,000.00			265,000.00
247-000.000-130.000	LAND	65,000.00			65,000.00
247-000.000-136.000	PLANT AND EQUIPMENT	211,464.55			2,468,124.48
247-000.000-137.000	ACCUMULATED DEPRECIATION-EQUI	(397,013.83)			(401,243.12)
247-000.000-158.000	CONSTRUCTION WORK IN PROGRESS	1,612,935.00			0.00
247-000.000-159.000	INFRASTRUCTURE	381,672.00			381,672.00
247-000.000-189.000	LEASE RECEIVABLE-LONG-TERM	0.00			102,250.00
Total - Function Unclassified		2,210,100.80			2,679,861.14
TOTAL ASSETS		2,210,100.80			2,679,861.14
Liabilities					
Function: Unclassified					
247-000.000-202.000	ACCOUNTS PAYABLE	789.52			0.00
247-000.000-214.582	DUE TO ELECTRIC	200,000.00			120,000.00
247-000.000-250.000	BONDS PAYABLE - CURRENT	40,000.00			40,000.00
247-000.000-251.000	ACCRUED INTEREST	4,736.67			3,843.33
247-000.000-300.000	BONDS PAYABLE - LONG TERM	320,000.00			280,000.00
247-000.000-360.100	DEFERRED INFLOW-LEASES	0.00			99,625.00
Total - Function Unclassified		565,526.19			543,468.33
TOTAL LIABILITIES		565,526.19			543,468.33
Fund Equity					
Function: Unclassified					
247-000.000-381.247	RESTRICTED FUND BALANCE-TIFA	1,494,058.00			1,494,058.00
247-000.000-390.000	FUND BALANCE	610,068.77			531,697.86
Total - Function Unclassified		2,104,126.77			2,025,755.86
TOTAL FUND EQUITY		2,104,126.77			2,025,755.86
Revenues					
Function: Unclassified					
247-000.000-402.000	CURRENT TAXES	79,006.93		90,000.00	79,582.37
247-000.000-529.000	FEDERAL GRANT - CDBG	44,671.06		0.00	0.00
247-000.000-573.000	LOCAL COMMUNITY STABILIZATION	33,569.66		33,000.00	34,284.51
247-000.000-665.000	INTEREST	811.21		1,200.00	731.40
247-000.000-667.002	RENTS - DAWN THEATER	0.00		5,417.00	3,333.36
247-000.000-675.005	CONTR. & DONAT. - DAWN THEATER	1,000.00		0.00	0.00
247-000.000-692.005	OTHER REVENUES - DAWN THEATER	15,000.00		0.00	0.00
Total - Function Unclassified		174,058.86		129,617.00	117,931.64
TOTAL REVENUES		174,058.86		129,617.00	117,931.64
Expenditures					
Function: Unclassified					
247-900.000-801.000	CONTRACTUAL SERVICES	577.50		6,000.00	918.00
247-900.000-801.005	CONTRACTUAL SERVICES - DAWN TH	241,295.45		85,070.00	0.00
247-900.000-801.006	CONTRACTUAL SERVICES - MEDC GR	383,925.98		0.00	0.00
247-900.000-806.000	LEGAL SERVICES	1,012.50		1,000.00	0.00
247-900.000-817.000	ECONOMIC DEVELOPMENT GRANT EX	0.00		1,000.00	0.00
247-900.000-818.000	INSURANCE	1,711.00		2,109.00	0.00
247-900.000-920.000	UTILITIES	3,378.59		0.00	0.00
247-900.000-930.000	REPAIRS & MAINTENANCE	0.00		0.00	846.69
247-900.000-993.000	INTEREST EXPENSE	1,710.00		6,970.00	5,530.00
Total - Function Unclassified		633,611.02		102,149.00	7,294.69

GL NUMBER	DESCRIPTION	BALANCE		2022-23 AMENDED BUDGET	END BALANCE
		NORMAL (ABNORMAL)	02/28/2022		NORMAL (ABNORMAL)
Fund 247 - TAX INCREMENT FINANCE ATH.					
Expenditures					
TOTAL EXPENDITURES			633,611.02	102,149.00	7,294.69
<hr/>					
Total Fund 247 - TAX INCREMENT FINANCE ATH.					
TOTAL ASSETS			2,210,100.80		2,679,861.14
BEG. FUND BALANCE			2,104,126.77		2,025,755.86
+ NET OF REVENUES & EXPENDITURES			(459,552.16)	27,468.00	110,636.95
= ENDING FUND BALANCE			1,644,574.61		2,136,392.81
+ LIABILITIES			565,526.19		543,468.33
= TOTAL LIABILITIES AND FUND BALANCE			2,210,100.80		2,679,861.14



RECEIVED
FEB 14 2023
CITY OF HILLSDALE
CITY CLERK'S OFFICE

Hillsdale Elks Lodge #1575

60 North Manning St, Hillsdale MI 49242

Hillsdale1575@yahoo.com (517)437-7266

TO: City of Hillsdale TIFA Members

Please find attached both a completed TIFA Grant Application and supporting documentation.

With regards to our Elks Lodge Building, we are only 7 years from our 100-year Anniversary at 60 N Manning Street— a fact that we are EXTREMELY proud of and a celebration we are already looking forward to. Attached you will see data from the Hillsdale Historical Society. HHS finds our building so significant that it is featured on the Society's Home webpage AND in the information about HENRY WALDRON who they call the TOWN FATHER of Hillsdale and of course who originally built & owned our Historic Civil War era property.

With regards to why the 318 Members of the Hillsdale Elks Lodge feel strongly that we are perfect recipients of the exterior TIFA Grant:

- **Hillsdale Lodge #1575 donates at least \$15,000 per year to LOCAL Hillsdale non-profit needs**
- **Our Lodge opens its doors at least 12 dates per year at NO CHARGE to local nonprofit groups such as the Hillsdale Women's Club, the Hillsdale Garden Club, several Hillsdale scholarship Pageant dates, and the City of Hillsdale New Year's Eve Celebrations**
- **Public is also invited to attend up to 12 Events per year at the facility**

We look forward to your positive response to our application and to making the exterior of our Historic building even MORE beautiful! Thank You for your consideration.

**Brian Auseon
Chairman of the Board
Hillsdale Elks Lodge #1575**

**Tammy Bowditch Regner
Exalted Ruler
Hillsdale Elks Lodge #1575**

TIFA \$10,000 Façade Improvement Grant Application



Applicant Information:

Name	HILLSDALE ELKS LODGE #1575
Mailing Address	60 N. MANNING ST, HILLSDALE MI
Phone Number	517-437-7266
E-Mail Address	HILLSDALE1575@YAHOO.COM
Business Name	HILLSDALE B.P.O.E. #1575
Project Address	60 N. MANNING ST, HILLSDALE
Property Owner Name	B.P.O.E. HILLSDALE #1575

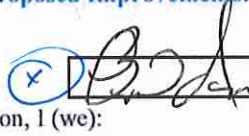

Description of Proposed Improvements: (including design and/or architectural elements to be used)

SEE ATTACHED JOB DESCRIPTION FROM CB PAINT, LLC.

(Attach additional pages as necessary).


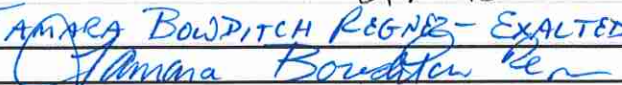
Estimated Total Cost of Proposed Improvements: _____

Agreement and Signature

By submitting this application, I (we):

- Affirm that the information provided herein is true and accurate to the best of my (our) knowledge and
- Acknowledge that I (we) have read and understood the terms and conditions of the City of Hillsdale TIFA Façade Improvement Program.
- Understand that if my (our) application is approved that I (we) will be required to sign a Façade Improvement Grant Agreement prior to commencement of work on proposed project.
- Understand that all project work must be pre-approved by TIFA before funding.
- Allow any photos, renderings, or descriptions of the work to be performed on said project to be used by the City of Hillsdale TIFA for promotional purposes.
- Understand that this application and all supporting documentation are subject to the Freedom of Information Act (FOIA).

Name (printed)	BRIAN AUSEON - CHAIRMAN OF BOARD
Signature	
Date	2-1-23
Name (printed)	TAMARA BOWDITCH ROBERTS - EXALTED RUCER
Signature	
Date	1-31-2023

Please attach the following items:

- 1) Brief narrative explaining the scope of the project.
- 2) Color photos or renderings of the existing façade.
- 3) Color photos or renderings showing the location of the proposed façade improvements.
- 4) Samples of proposed paint colors.
- 5) Detailed cost estimate(s) from licensed contractor(s).
- 6) Proposed project timeline.
- 7) Letter of permission from property owner stating their approval of the application for assistance and proposed improvements (if applicable).

HILLSDALE COUNTY HISTORICAL SOCIETY

The purpose of the Hillsdale County Historical Society is to preserve, advance and disseminate knowledge of the history of Hillsdale County, MI.

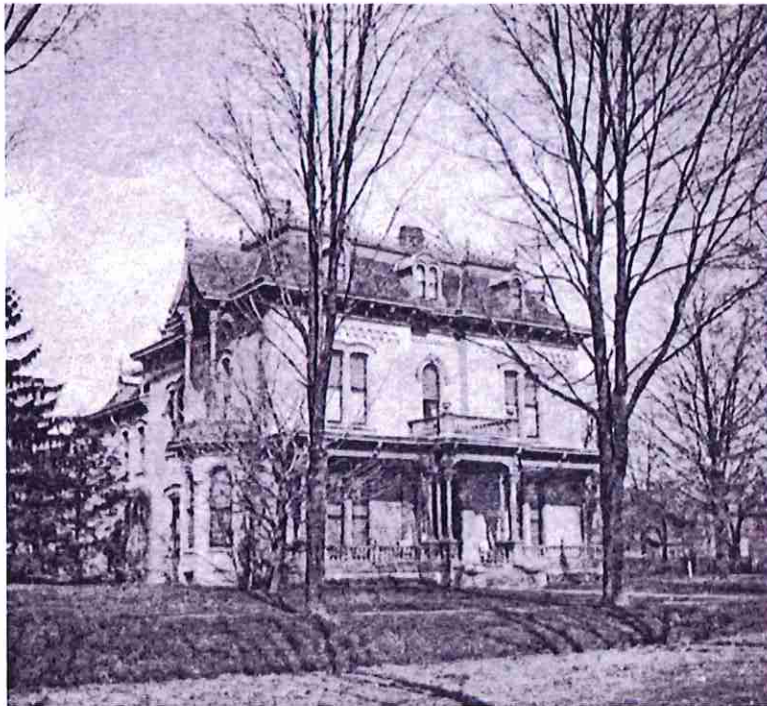
Contact us at hillsdalehistoricalsociety@gmail.com

For a link to information about and the order form for the 1890 map, [CLICK HERE](#)

People

In 1827 Moses and Mary Allen and their children were the first white people to settle in Hillsdale County, MI where they established a cordial relationship with the local Potawatomi tribe, led by Chief Baw Beese.

Places



With the completion of the Erie Canal in 1825, an easier journey to Michigan Territory became possible. White settlers moved to the "west," and Hillsdale County was established.

PHOTO: Former Henry Waldron Home at 60 N Manning St (now Hillsdale Elks Lodge)

Things

When the railroad was built through Hillsdale County, MI, rapid population growth followed. Businesses grew with the population, public institutions were created and major events became part of county lore.

Henry Waldron - Town Father



Henry Waldron brought a dedicated work ethic and entrepreneurial daring to the "west." He settled in Hillsdale in 1839. Henry's financial success came in part from a large real estate business and the establishment of a bank with his friends John P. Cook and Charles T. Mitchell. He earned the admiration of his fellow citizens through his actions: becoming a force in local, state and national politics and helping to usher Hillsdale College into being.

By 1862, Henry had served three terms in the United States House of Representatives. When the Union Army under General George McClellan suffered devastating losses, President Lincoln called for an additional 300,000 men. Henry assumed the responsibility for organizing a regiment. In two months Henry had brought over 1000 men into the newly organized 18th Michigan Infantry. The regiment encamped and trained at Lewis Emery's farm, east of where the park bearing Emery's name is located today.

In Oak Grove Cemetery a neglected vault, now bricked up, marks the final resting place of Henry Waldron and his family. Nothing about it speaks to the high esteem in which Henry was held and to the respect paid to him at his death with a banner stretched across Hillsdale Street that read "Hillsdale Mourns her Dead." Only his grand home on North Street, now owned by the Elks, gives us any clue about the position of importance that he held in the young village of Hillsdale.

CB Paint, LLC.

1463 Pifer Drive, Hillsdale, MI 49242

Phone: (517) 320-0718

Quote

Date: 26-Jan-23

Invoice Number: 1128

Invoice To: Elks Lodge ATTN: Trustees
 Address: 60 N Manning St
 Hillsdale, MI 49242
 Phone: (517) 610-3630
 Email: michellecole19721990@gmail.com

Invoice From: CB Paint, LLC.
 Address: 1463 Pifer Drive
 Hillsdale, MI 49242
 Company Contact: Carter Ballinger
 Phone: (517) 320-0718
 Email: cbpaint@yahoo.com

Item Number	Catalog Number	Item Description	Quantity	Price	Sub Total
1	Prep	Powerwash walls, soffit, fascia, and base with a swirl tip and cleaner. Scrub as needed. Rinse Building. Scrape any loose paint after powerwashing. Clean up chips with shop vac. Tape and plastic windows for Primer.	1	\$ 10,750.00	\$ 10,750.00
2	Prime	Prime body, base, soffit, and fascia	1	\$ 9,750.00	\$ 9,750.00
3	Prep	Board replacement on wood soffit and repair plastic soffit. Caulk windows and gaps in brick.	1	\$ 6,500.00	\$ 6,500.00
4	Paint	Patch block base. Spray window trim and base with secondary color. Customer to pick the color.	1	\$ 9,250.00	\$ 9,250.00
5	Paint	Prep body for paint with tape and plastic. Spray body primary color. Customer to pick the color.	1	\$ 25,750.00	\$ 25,750.00
6	Paint	Paint soffit, architecture pieces, and wood soffit white.	1	\$ 7,250.00	\$ 7,250.00
7	Discount	Elks Discount (-10%)	1	\$ (6,925.00)	\$ (6,925.00)
					\$ -
				Total	\$ 62,325.00

Special Instructions

Elks to supply access to water for powerwashing and pick colors. Contractor to supply everything necessary to complete the job including powerwasher, hoses, boomlift, ladders, caulk, paint, sprayer, shop vac, rollers, brushes, tape, and plastic. Paint and supplies to be bought at Gelzers. Lift to be rented from Spratt's.

Revision History

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