



**TIFA 2A & TIFA 2B
REGULAR MEETING AGENDA FOR
MONDAY, MAY 16, 2022, at 7:00 P.M.
TO BE HELD IN THE CITY HALL COUNCIL CHAMBERS LOCATED AT
161 E. GRAND RIVER AVE. WILLIAMSTON, MI 48895
Phone (517) 655-2774 Fax (517) 655-2797
Website- www.williamston-mi.us**

1. Call to Order – 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call
4. Audience Participation- Maximum 5 minutes per presentation. Subject matter on non-agenda items only.
5. Approval of Agenda
6. TIFA Regular Meeting Minutes of January 17, 2022
7. Accounts Payable
8. Staff Reports
 - a. City Treasurer
9. Action Items
 - a. Adoption and Recommendation of 2022/2023 Fiscal Year Budget
 - b.
 - c.
 - d.
10. Discussion Items
 - a.
 - b.
11. Information Received
 - a.
 - b.
12. Outstanding Issues- No Action/No Discussion
 - a. 781 Progress Court Building
 - b. Re-plat
13. Audience Participation– Maximum 5 minutes per presentation. Subject matter on non-agenda items only.
14. Attorney Comments
15. TIFA Member Comments
16. Adjournment

Individuals with disabilities requiring special assistance who are planning to attend a TIFA meeting should contact the City Clerk by writing or calling in advance of the meeting that will be attended.

**THE NEXT REGULAR MEETING OF THE WILLIAMSTON
TIFA BOARD WILL BE HELD ON JUNE 20, 2022 AT 7:00 P.M. IN THE
CITY HALL COUNCIL CHAMBERS.**

CITY OF WILLIAMSTON
TIFA 2A & TIFA 2B
JANUARY 17, 2022
REGULAR MEETING MINUTES

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1. Call To Order:

The regular meeting was called to order at 7:10 p.m. by Chairman Pete Porciello, and the Pledge of Allegiance was recited.

3. Roll Call:

Chairman Peter Porciello, Vice Chair Paul Joseph, TIFA Members Chuck Sebolt, Jacob Imanse, and John Roy Castillo. Absent: Bruce Bellingar, Kenneth Szymusiak, Denise White, and Robert McPherson.

Also Present: City Clerk Holly Thompson, City Engineer/DPW Director Scott DeVries, TIFA Attorney John Gormley, and Spicer Engineer John Bradley.

Motion by **Joseph**, second by **Castillo**, to excuse all members absent. **Motion passed by voice vote.**

4. Audience Participation:

Chairman Porciello called for public comments at this time and there were none.

5. Approval of Agenda:

Motion by **Castillo**, second by **Joseph**, to approve the agenda as presented. **Motion passed by voice vote.**

6. TIFA Regular & Informational Meeting Minutes of October 18, 2021:

Motion by **Joseph**, second by **Castillo**, to approve the TIFA regular and informational meeting minutes of October 18, 2021 as presented. **Motion passed by voice vote.**

7. Accounts Payable:

Motion by **Joseph**, second by **Sebolt**, to approve the invoice from Gormley & Johnson for attorney services in the amount of \$144.45 as presented. Yes: Porciello, Joseph, Sebolt, Imanse, Castillo. No: None. **Motion passed.**

8. Staff Reports

8a. Treasurer:

A budget printout for December 2021 was provided for TIFA review.

9. Action Items

9a. Elevator Street Utilities Improvements- Change Order No. 4:

Motion by **Castillo**, second by **Imanse**, to approve Change Order No. 4 with Iron Horse Excavating, LLC for the Elevator Street Utilities Improvements contract, reflecting a net increase of \$11,041.15. Yes: Imanse, Sebolt, Joseph, Castillo, Porciello. No: None. **Motion passed.**

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9b. Adoption of 2022 Meeting Dates & Times:

Motion by **Joseph**, second by **Castillo**, to approve the 2022 meeting dates and times as presented. **Motion passed by voice vote.**

13. Audience Participation:

Chairman Porciello called for public comments at this time and there were none.

14. Attorney Comments:

None.

15. TIFA Member Comments:

Member Sebolt commented that the meeting has been informative.

Chairman Porciello thanked Engineer DeVries, and Clerk Thompson for their work.

Member Imanse commented it was a great first meeting.

16. Adjournment:

Chairman Porciello adjourned the meeting at 7:41 p.m.

Meeting adjourned at 7:41 p.m.

***THE PRECEDING MINUTES ARE A SYNOPSIS OF A TIFA 2A & TIFA 2B
REGULAR MEETING AND DO NOT REPRESENT A VERBATIM RECORD.**

Respectfully Submitted by: _____
Holly M. Thompson, City Clerk

Date Approved: _____

Fund 246 TIFA 2A

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| GL Number | Description | Balance |
|------------------------------------|-----------------------------------|------------------|
| *** Assets *** | | |
| 246-000-002.00 | Cash - Savings | 6,735.38 |
| 246-000-136.00 | Buildings, Additions And Improvem | 55,879.14 |
| 246-000-137.00 | Accum Depreciation - Bldg & Impro | (31,667.38) |
| Total Assets | | 30,947.14 |
| *** Liabilities *** | | |
| Total Liabilities | | 0.00 |
| *** Fund Balance *** | | |
| 246-000-390.00 | Fund Balance | 30,946.68 |
| Total Fund Balance | | 30,946.68 |
| Beginning Fund Balance | | 30,946.68 |
| Net of Revenues VS Expenditures | | 0.46 |
| Ending Fund Balance | | 30,947.14 |
| Total Liabilities And Fund Balance | | 30,947.14 |

PERIOD ENDING 03/31/2022

% Fiscal Year Actuals: 75.07

| GL NUMBER | DESCRIPTION | 2021-22 | | YTD BALANCE | | ACTIVITY FOR | | AVAILABLE | |
|--------------------------------|-----------------|----------------|-------------------|-------------|------------|------------------|---------------------|-------------------|-------------|
| | | AMENDED BUDGET | NORMAL (ABNORMAL) | 03/31/2022 | 03/31/2022 | MONTH 03/31/2022 | INCREASE (DECREASE) | NORMAL (ABNORMAL) | % BDTG USED |
| Fund 246 - TIFA 2A | | | | | | | | | |
| Revenues | | | | | | | | | |
| Dept 000 | | | | | | | | | |
| 246-000-665.01 | Interest Income | 0.00 | 0.46 | 0.46 | 0.00 | 0.00 | 0.00 | (0.46) | 100.00 |
| Total Dept 000 | | 0.00 | 0.46 | 0.46 | 0.00 | 0.00 | 0.00 | (0.46) | 100.00 |
| TOTAL REVENUES | | 0.00 | 0.46 | 0.46 | 0.00 | 0.00 | 0.00 | (0.46) | 100.00 |
| Fund 246 - TIFA 2A: | | | | | | | | | |
| TOTAL REVENUES | | 0.00 | 0.46 | 0.46 | 0.00 | 0.00 | 0.00 | (0.46) | 100.00 |
| TOTAL EXPENDITURES | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 0.46 | 0.46 | 0.00 | 0.00 | 0.00 | (0.46) | 100.00 |

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Fund 247 TIFA 2B

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| GL Number | Description | Balance |
|---------------------------|---|---------------------|
| *** Assets *** | | |
| 247-000-002.00 | Cash - Savings | 148,860.79 |
| 247-000-017.00 | Investments | 62,663.36 |
| 247-000-136.00 | Buildings, Additions And Improvem | 2,205,230.36 |
| 247-000-137.00 | Accum Depreciation - Bldg & Impro | (673,207.31) |
| Total Assets | | 1,743,547.20 |
| *** Liabilities *** | | |
| 247-000-214.00 | Due To General Fund | 1,009.01 |
| Total Liabilities | | 1,009.01 |
| *** Fund Balance *** | | |
| 247-000-390.00 | Fund Balance | 2,297,467.92 |
| Total Fund Balance | | 2,297,467.92 |
| | Beginning Fund Balance | 2,297,467.92 |
| | Net of Revenues VS Expenditures | (554,929.73) |
| | Ending Fund Balance | 1,742,538.19 |
| | Total Liabilities And Fund Balance | 1,743,547.20 |

User: Rachel

PERIOD ENDING 03/31/2022

DB: Williamston

% Fiscal Year Corrected: 75.07

| GL NUMBER | DESCRIPTION | 2021-22 | | YTD BALANCE | | ACTIVITY FOR | | AVAILABLE | | |
|--|-------------------------------|----------------|-------------------|--------------|------------|------------------|---------------------|-------------------|---------|-------------|
| | | AMENDED BUDGET | NORMAL (ABNORMAL) | 03/31/2022 | 03/31/2022 | MONTH 03/31/2022 | INCREASE (DECREASE) | NORMAL (ABNORMAL) | BALANCE | % BDTG USED |
| Fund 247 - TIFA 2B | | | | | | | | | | |
| Revenues | | | | | | | | | | |
| Dept 000 | | | | | | | | | | |
| 247-000-401.01 | Current Property Taxes | 226,600.00 | | 231,297.97 | | 5,354.81 | | (4,697.97) | | 102.07 |
| 247-000-573.00 | Local Community Stabilization | 20,000.00 | | 31,025.88 | | 0.00 | | (11,025.88) | | 155.13 |
| 247-000-665.01 | Interest Income | 50.00 | | 85.71 | | 12.16 | | (35.71) | | 171.42 |
| 247-000-673.01 | Sale Of Fixed Assets | 65,000.00 | | 0.00 | | 0.00 | | 65,000.00 | | 0.00 |
| Total Dept 000 | | 311,650.00 | | 262,409.56 | | 5,366.97 | | 49,240.44 | | 84.20 |
| TOTAL REVENUES | | | | | | | | | | |
| | | 311,650.00 | | 262,409.56 | | 5,366.97 | | 49,240.44 | | 84.20 |
| Expenditures | | | | | | | | | | |
| Dept 728 - Comm. & Econ. Dev. Administration | | | | | | | | | | |
| 247-728-801.00 | Professional Services | 10,000.00 | | 1,194.70 | | 0.00 | | 8,805.30 | | 11.95 |
| 247-728-801.01 | Legal Services | 13,000.00 | | 4,224.70 | | 500.00 | | 8,775.30 | | 32.50 |
| 247-728-803.00 | Contract - Audit | 1,650.00 | | 1,637.60 | | 0.00 | | 12.40 | | 99.25 |
| 247-728-803.01 | Fund Administration | 30,000.00 | | 30,000.00 | | 15,000.00 | | 0.00 | | 100.00 |
| 247-728-803.04 | Ingham EDC Contract | 11,500.00 | | 9,416.86 | | 0.00 | | 2,083.14 | | 81.89 |
| 247-728-921.00 | Utilities | 7,000.00 | | 3,935.98 | | 509.01 | | 3,064.02 | | 56.23 |
| 247-728-955.00 | Miscellaneous | 1,000.00 | | 129.38 | | 0.00 | | 870.62 | | 12.94 |
| 247-728-970.00 | Capital Outlay | 743,550.00 | | 766,800.07 | | 0.00 | | (23,250.07) | | 103.13 |
| Total Dept 728 - Comm. & Econ. Dev. Administration | | 817,700.00 | | 817,339.29 | | 16,009.01 | | 360.71 | | 99.96 |
| TOTAL EXPENDITURES | | | | | | | | | | |
| | | 817,700.00 | | 817,339.29 | | 16,009.01 | | 360.71 | | 99.96 |
| Fund 247 - TIFA 2B: | | | | | | | | | | |
| TOTAL REVENUES | | 311,650.00 | | 262,409.56 | | 5,366.97 | | 49,240.44 | | 84.20 |
| TOTAL EXPENDITURES | | 817,700.00 | | 817,339.29 | | 16,009.01 | | 360.71 | | 99.96 |
| NET OF REVENUES & EXPENDITURES | | (506,050.00) | | (554,929.73) | | (10,642.04) | | 48,879.73 | | 109.66 |

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City of Williamston ^{Pa.}

161 E. Grand River Ave.
Williamston, MI 48895

TO: TIFA 2A/TIFA 2B
FROM: Holly Thompson, City Clerk
DATE: 05/11/22
SUBJECT: 2022/2023 Fiscal Year Budget

REQUESTED ACTION:

Adopt the 2022/2023 TIFA 2A/TIFA 2B Budget as presented/amended and recommend it to the City Council for final adoption.

BACKGROUND:

The TIFA 2A/TIFA 2B is responsible for recommending the adoption of their budget unlike the Economic Development Corporation who approves their own budget.

| GL NUMBER | DESCRIPTION | 2021-22 AMENDED BUDGET | 2021-22 ACTIVITY THRU 04/30/22 | 2021-22 PROJECTED ACTIVITY | 2022-23 DEPT. APPR. BUDGET |
|---|------------------------|------------------------------|--------------------------------------|----------------------------------|----------------------------------|
| ESTIMATED REVENUES | | | | | |
| Dept 000 | Interest Income | | 0.52 | | |
| 246-000-665.01 | | | 0.52 | | |
| Totals for dept 000 - | | | 0.52 | | |
| TOTAL ESTIMATED REVENUES | | | | | |
| NET OF REVENUES/APPROPRIATIONS - FUND 246 | | | 0.52 | | |
| | BEGINNING FUND BALANCE | 30,946.68 | 30,946.68 | 30,946.68 | 30,946.68 |
| | ENDING FUND BALANCE | 30,946.68 | 30,947.20 | 30,946.68 | 30,946.68 |

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| GL NUMBER | DESCRIPTION | 2021-22 AMENDED BUDGET | 2021-22 ACTIVITY THRU 04/30/22 | 2021-22 PROJECTED ACTIVITY | 2022-23 DEPT. APPR. BUDGET |
|---------------------------------|-------------------------------|------------------------------|--------------------------------------|----------------------------------|----------------------------------|
| ESTIMATED REVENUES | | | | | |
| Dept 000 | | | | | |
| 247-000-401.01 | Current Property Taxes | 226,600.00 | 231,556.75 | 256,500.00 | 237,000.00 |
| 247-000-573.00 | Local Community Stabilization | 20,000.00 | 31,025.88 | 31,000.00 | 25,000.00 |
| 247-000-665.01 | Interest Income | 50.00 | 86.98 | 85.00 | 100.00 |
| 247-000-673.01 | Sale Of Fixed Assets | 65,000.00 | | | 65,000.00 |
| | Sale of Ice House | | | | |
| Totals for dept 000 - | | 311,650.00 | 262,669.61 | 287,585.00 | 327,100.00 |
| TOTAL ESTIMATED REVENUES | | 311,650.00 | 262,669.61 | 287,585.00 | 327,100.00 |

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| GL NUMBER | DESCRIPTION | 2021-22 AMENDED BUDGET | 2021-22 ACTIVITY THRU 04/30/22 | 2021-22 PROJECTED ACTIVITY | 2022-23 DEPT. APPR. BUDGET |
|--|---|------------------------------|--------------------------------------|----------------------------------|----------------------------------|
| APPROPRIATIONS | | | | | |
| Dept 728 - Comm. & Econ. Dev. Administration | | | | | |
| 247-728-801.00 | Professional Services | 10,000.00 | 1,194.70 | 3,000.00 | 7,000.00 |
| 247-728-801.01 | Legal Services | 13,000.00 | 4,724.70 | 5,000.00 | 10,000.00 |
| 247-728-803.00 | Contract - Audit | 1,630.00 | 1,637.60 | 1,640.00 | 1,700.00 |
| | 247-728-803.01 audit | | | | |
| 247-728-803.01 | Fund Administration | 30,000.00 | 30,000.00 | 30,000.00 | 30,000.00 |
| 247-728-803.04 | Ingham EDC Contract | 11,500.00 | 9,416.86 | 9,420.00 | 9,500.00 |
| 247-728-921.00 | Utilities | 7,000.00 | 4,504.59 | 6,000.00 | 7,000.00 |
| 247-728-953.00 | Miscellaneous | 1,000.00 | 128.38 | 250.00 | 500.00 |
| 247-728-970.00 | Capital Outlay | 743,550.00 | 766,800.07 | 779,800.00 | 12,000.00 |
| | Totals for dept 728 - Comm. & Econ. Dev. Administrat. | 817,700.00 | 818,407.90 | 835,110.00 | 77,700.00 |
| TOTAL APPROPRIATIONS | | | | | |
| | | 817,700.00 | 818,407.90 | 835,110.00 | 77,700.00 |
| NET OF REVENUES/APPROPRIATIONS - FUND 247 | | | | | |
| | | (506,050.00) | (535,738.29) | (547,525.00) | 249,400.00 |
| | BEGINNING FUND BALANCE | 2,297,467.92 | 2,297,467.92 | 2,297,467.92 | 1,749,942.92 |
| | ENDING FUND BALANCE | 1,791,417.92 | 1,741,729.63 | 1,749,942.92 | 1,999,342.92 |

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