



## CITY OF WILLIAMSTON

### TIFA 2A & TIFA 2B

Regular Meeting Agenda

Monday, August 19, 2024, at 6:00 p.m.

To be held in the City Hall Council Chambers  
161 E. Grand River Ave. Williamston, MI 48895

Phone (517) 655-2774

[www.williamston-mi.us](http://www.williamston-mi.us)

1. Call to Order – 6:00 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 June 17, 2024
7. Accounts Payable
8. Staff Reports
  - a. City Treasurer
9. Action Items
  - a. Election of Chair, Vice Chair, Secretary, Treasurer, and Recording Secretary
  - b. Excusing of Members
  - c. Ice House
  - d.
10. Discussion Items
  - a. Plan Amendments
  - b. DPW Facility Improvements
  - c.
  - d.
11. Information Received
  - a.
  - b.
12. Outstanding Issues- No Action/No Discussion
  - a. Re-plat
  - c.
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 SEPTEMBER 16, 2024 AT 6:00 P.M. IN THE  
CITY HALL COUNCIL CHAMBERS.**

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**CITY OF WILLIAMSTON  
TIFA 2A & TIFA 2B  
JUNE 17, 2024  
REGULAR MEETING MINUTES**

**1. Call To Order:**

The regular meeting was called to order at 6:00 p.m. by Chairman Peter Porciello and the Pledge of Allegiance was recited.

**3. Roll Call:**

Chairman Peter Porciello, Vice Chair Paul Joseph, TIFA Members Steve Jenkins, Jacob Imanse, and Jeffrey Sand. Absent: Ken Szymusiak, Denise White (arrived at 6:07 p.m.), and Robert McPherson.

Also Present: City Manager John Hanifan, Deputy Clerk Barbara Burke, citizens Steve Eyke and Dave Eyke.

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

**6. TIFA Regular Meeting Minutes of March 18, 2024:**

Motion by **Joseph**, second by **Imanse**, to approve the TIFA regular meeting minutes of March 18, 2024 as presented. **Motion passed by voice vote.**

**7. Accounts Payable:**

Motion by **Joseph**, second by **Jenkins**, to approve invoice #48891 from Gormley Law Offices for a total of \$543.29. Yes: Porciello, Joseph, Jenkins, Imanse, Sand. No: None. **Motion passed.**

*(White arrived at 6:07 p.m.)*

**8. Staff Reports**

**8a. City Treasurer:**

A budget printout was provided for TIFA review. Manager Hanifan informed the Authority members that Council had approved the budget at their last meeting.

**8. Action Items**

None.

**10. Discussion Items**

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**10a. Ice House RFP:**

Manager Hanifan said the Ice House request for proposals went out and there was one letter of interest, from Steve Eyke, designee on behalf of the interested group. Manager Hanifan reviewed the information and informed the Authority members if they are interested, we can request more information and a design plan.

Mr. Eyke spoke on behalf of the group and answered questions from Authority members.

The Committee agrees with moving forward and seeing additional information and gives the bidder until the August 2024 meeting to submit additional information.

**13. Audience Participation:**

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

**14. Attorney Comments:**

No comment.

**15. TIFA Member Comments:**

Member White asked why "781 Progress Court Building" keeps appearing under Outstanding Issues on the agendas. Manager Hanifan said this item can come off the agenda.

Vice Chair Joseph stated we should have a firm timeline on the Ice House project.

**16. Adjournment:**

Motion by **Joseph**, second by **White**, to adjourn the meeting. **Motion passed by voice vote.**

**Meeting adjourned at 6:45 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: \_\_\_\_\_  
**Barbara J. Burke, Deputy Clerk**

Date Approved: \_\_\_\_\_

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Fund 246 TIFA 2A

GL Number	Description	PERIOD ENDED 07/31/2023	PERIOD ENDED 07/31/2024
*** Assets ***			
246-000-001.00	Common Checking	6,752.72	6,700.61
246-000-136.00	Buildings, Additions And Improvements	55,879.14	55,879.14
246-000-137.00	Accum Depreciation - Bldg & Improvement	(35,392.66)	(37,255.30)
<b>Total Assets</b>		<b>27,239.20</b>	<b>25,324.45</b>
*** Liabilities ***			
246-000-214.00	Due To General Fund	63.22	0.00
<b>Total Liabilities</b>		<b>63.22</b>	<b>0.00</b>
*** Fund Balance ***			
246-000-390.00	Fund Balance	27,174.08	27,174.08
<b>Total Fund Balance</b>		<b>27,174.08</b>	<b>27,174.08</b>
Beginning Fund Balance		27,174.08	27,174.08
Net of Revenues VS Expenditures - 23-24			(1,849.63)
*23-24 End FB/24-25 Beg FB		25,324.45	
Net of Revenues VS Expenditures - Current Year		1.90	0.00
Ending Fund Balance		27,175.98	25,324.45
Total Liabilities And Fund Balance		27,239.20	25,324.45

\* Year Not Closed

REVENUE AND EXPENDITURE REPORT FOR CITY OF WILLIAMSTON

PERIOD ENDING 07/31/2024

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2024		2023-24 AMENDED BUDGET		YTD BALANCE 07/31/2024		2024-25 ORIGINAL BUDGET		AVAILABLE BALANCE
		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 246 - TIFA 2A										
Revenues										
Dept 000 - General Revenues										
246-000-401.01	Current Property Taxes	0.00		0.00		0.00		0.00		0.00
246-000-665.01	Interest Income	13.01		12.00		0.00		10.00		10.00
246-000-687.01	Misc Refunds - Ins, Workers Comp, etc	0.00		0.00		0.00		0.00		0.00
Total Dept 000 - General Revenues		13.01		12.00		0.00		10.00		10.00
TOTAL REVENUES										
		13.01		12.00		0.00		10.00		10.00
Expenditures										
Dept 728 - Comm. & Econ. Dev. Administration										
246-728-801.01	Legal Services	0.00		0.00		0.00		0.00		0.00
246-728-802.00	Contractual Services	0.00		0.00		0.00		0.00		0.00
246-728-803.00	Contract - Audit	0.00		0.00		0.00		0.00		0.00
246-728-803.01	Fund Administration	0.00		0.00		0.00		0.00		0.00
246-728-935.00	Miscellaneous	0.00		75.00		0.00		75.00		75.00
246-728-968.01	Depreciation - Current	1,862.64		2,500.00		0.00		2,000.00		2,000.00
246-728-970.00	Capital Outlay	0.00		0.00		0.00		0.00		0.00
Total Dept 728 - Comm. & Econ. Dev. Administration		1,862.64		2,575.00		0.00		2,075.00		2,075.00
Dept 990 - Transfers										
246-990-995.00	Transfer To General Fund	0.00		0.00		0.00		0.00		0.00
246-990-995.11	Transfer To Sewer Fund	0.00		0.00		0.00		0.00		0.00
Total Dept 990 - Transfers		0.00		0.00		0.00		0.00		0.00
TOTAL EXPENDITURES										
		1,862.64		2,575.00		0.00		2,075.00		2,075.00
Fund 246 - TIFA 2A:										
TOTAL REVENUES										
TOTAL EXPENDITURES										
NET OF REVENUES & EXPENDITURES										
		13.01		12.00		0.00		10.00		10.00
		1,862.64		2,575.00		0.00		2,075.00		2,075.00
		(1,849.63)		(2,563.00)		0.00		(2,065.00)		(2,065.00)

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Fund 247 TIFA 2B

GL Number	Description	PERIOD ENDED 07/31/2023	PERIOD ENDED 07/31/2024
<b>*** Assets ***</b>			
247-000-001.00	Common Checking	170,582.24	259,444.05
247-000-017.01	Investments - MI Class	104,585.35	341,135.77
247-000-136.00	Buildings, Additions And Improvements	3,020,296.26	3,043,166.26
247-000-137.00	Accum Depreciation - Bldg & Improvement	(903,286.18)	(1,040,794.17)
<b>Total Assets</b>		<b>2,392,177.67</b>	<b>2,602,951.91</b>
<b>*** Liabilities ***</b>			
247-000-202.00	Accounts Payable	0.00	447.37
247-000-214.00	Due To General Fund	(114,950.60)	0.00
<b>Total Liabilities</b>		<b>(114,950.60)</b>	<b>447.37</b>
<b>*** Fund Balance ***</b>			
247-000-390.00	Fund Balance	2,507,562.98	2,507,562.98
<b>Total Fund Balance</b>		<b>2,507,562.98</b>	<b>2,507,562.98</b>
<b>Beginning Fund Balance</b>		<b>2,507,562.98</b>	<b>2,507,562.98</b>
<b>Net of Revenues VS Expenditures - 23-24</b>			<b>95,441.56</b>
<b>*23-24 End FB/24-25 Beg FB</b>		<b>2,603,004.54</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>(434.71)</b>	<b>(500.00)</b>
<b>Ending Fund Balance</b>		<b>2,507,128.27</b>	<b>2,602,504.54</b>
<b>Total Liabilities And Fund Balance</b>		<b>2,392,177.67</b>	<b>2,602,951.91</b>

\* Year Not Closed

GL NUMBER	DESCRIPTION	PERIOD ENDING 07/31/2024		YTD BALANCE		2024-25		AVAILABLE BALANCE
		END BALANCE 06/30/2024	AMENDED BUDGET	07/31/2024	ORIGINAL BUDGET	NORMAL	ABNORMAL	
<b>Fund 247 - TIFA 2B</b>								
<b>Revenues</b>								
Dept 000 - General Revenues								
247-000-401.01	Current Property Taxes	243,018.25	222,000.00	0.00	245,000.00	245,000.00		245,000.00
247-000-573.00	Local Community Stabilization	23,180.60	35,000.00	0.00	15,000.00	15,000.00		15,000.00
247-000-665.01	Interest Income	14,406.82	1,200.00	0.00	4,500.00	4,500.00		4,500.00
247-000-673.01	Sale Of Fixed Assets	0.00	1.00	0.00	0.00	0.00		0.00
247-000-687.01	Misc Refunds - Ins, Workers Comp, etc	0.00	0.00	0.00	0.00	0.00		0.00
247-000-693.01	Gain/(loss) On Disposal Of Equipment	0.00	0.00	0.00	0.00	0.00		0.00
<b>Total Dept 000 - General Revenues</b>		<b>280,605.67</b>	<b>258,201.00</b>	<b>0.00</b>	<b>264,500.00</b>	<b>264,500.00</b>		<b>264,500.00</b>
<b>TOTAL REVENUES</b>								
		<b>280,605.67</b>	<b>258,201.00</b>	<b>0.00</b>	<b>264,500.00</b>	<b>264,500.00</b>		<b>264,500.00</b>
<b>Expenditures</b>								
Dept 728 - Comm. & Econ. Dev. Administration								
247-728-801.00	Professional Services	6,000.00	2,000.00	500.00	6,000.00	6,000.00		5,500.00
247-728-801.01	Legal Services	2,138.66	6,000.00	0.00	5,000.00	5,000.00		5,000.00
247-728-802.00	Contractual Services	0.00	2,000.00	0.00	1,000.00	1,000.00		1,000.00
247-728-803.00	Contract - Audit	2,188.66	1,940.00	0.00	1,950.00	1,950.00		1,950.00
247-728-803.01	Fund Administration	30,000.00	30,000.00	0.00	30,000.00	30,000.00		30,000.00
247-728-803.04	Ingham EDC Contract	0.00	9,500.00	0.00	9,500.00	9,500.00		9,500.00
247-728-820.01	Insurance - Liab. / Prop.	0.00	0.00	0.00	0.00	0.00		0.00
247-728-860.00	Travel & Education	0.00	0.00	0.00	0.00	0.00		0.00
247-728-921.00	Utilities	7,328.80	7,000.00	0.00	7,000.00	7,000.00		7,000.00
247-728-940.00	Equipment Rental	0.00	0.00	0.00	0.00	0.00		0.00
247-728-955.00	Miscellaneous	0.00	500.00	0.00	500.00	500.00		500.00
247-728-968.01	Depreciation - Current	137,507.99	140,000.00	0.00	140,000.00	140,000.00		140,000.00
247-728-970.00	Capital Outlay	0.00	22,500.00	0.00	150,000.00	150,000.00		150,000.00
<b>Total Dept 728 - Comm. &amp; Econ. Dev. Administration</b>		<b>185,164.11</b>	<b>221,440.00</b>	<b>500.00</b>	<b>350,950.00</b>	<b>350,450.00</b>		<b>350,450.00</b>
<b>Dept 901 - Capital Outlay</b>								
247-901-702.00.781	Salaries & Wages	0.00	0.00	0.00	0.00	0.00		0.00
247-901-714.00.781	Fringe Benefits	0.00	0.00	0.00	0.00	0.00		0.00
247-901-740.00.781	Operating Supplies	0.00	0.00	0.00	0.00	0.00		0.00
247-901-802.00.781	Contractual Services	0.00	0.00	0.00	0.00	0.00		0.00
247-901-940.00.781	Equipment Rental	0.00	0.00	0.00	0.00	0.00		0.00
247-901-970.00	Capital Outlay	0.00	0.00	0.00	0.00	0.00		0.00
<b>Total Dept 901 - Capital Outlay</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>
<b>Dept 990 - Transfers</b>								
247-990-995.00	Transfer To General Fund	0.00	0.00	0.00	0.00	0.00		0.00
247-990-995.06	Transfer To Equipment Fund	0.00	0.00	0.00	0.00	0.00		0.00
247-990-999.01	Transfer For Police Services	0.00	0.00	0.00	0.00	0.00		0.00
<b>Total Dept 990 - Transfers</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>
<b>TOTAL EXPENDITURES</b>								
		<b>185,164.11</b>	<b>221,440.00</b>	<b>500.00</b>	<b>350,950.00</b>	<b>350,450.00</b>		<b>350,450.00</b>
<b>Fund 247 - TIFA 2B:</b>								

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REVENUE AND EXPENDITURE REPORT FOR CITY OF WILLIAMSTON  
 PERIOD ENDING 07/31/2024

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2024	2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2024	2024-25 ORIGINAL BUDGET	AVAILABLE BALANCE
		NORMAL (ABNORMAL)		NORMAL (ABNORMAL)		NORMAL (ABNORMAL)
Fund 247 - TIFA 2B						
TOTAL REVENUES		280,605.67	258,201.00	0.00	264,500.00	264,500.00
TOTAL EXPENDITURES		185,164.11	221,440.00	500.00	350,950.00	350,450.00
NET OF REVENUES & EXPENDITURES		95,441.56	36,761.00	(500.00)	(86,450.00)	(85,950.00)