

**Bellaire Village Council Public Hearing  
Meeting Minutes  
November 2, 2016**

1. **Call to Order:** President Schulz called the meeting to order at 6:00 PM and read the public hearing notice. The purpose being to discuss a Downtown Development Authority Tax Increment Financing Plan. No additional action items are scheduled for this meeting.
2. **Roll Call Attendance:**
  - Present:** Officers David Schulz, Trish Drollinger, Bryan Hardy, Helen Schuckel, David Ciganick, Dan Bennett & Eldon McPherson.
  - Absent:** None
  - Staff Present:** Cathy Odom, Treasurer; Lori Lockett, Clerk & Bill Drollinger, Police Officer
  - Also Present:** Colette Stanish, Tim & Sherry Comben, Sara Christensen, John Fleet, Joyce Hagood, Leonard & Elaine Dawson, Rachel Krino, Mark Irwin, Rolland Fink, Ed Niepoth, Dave Hill, Pete Garwood & Michelle Valuet.
3. **Approval of Agenda:** The Public Hearing agenda was approved.

**Motion by Bennett, seconded by Schuckel, to approve the Public Hearing agenda as presented.  
Motion carried by voice vote.**
4. **Conflict of Interest:** None presented.
5. **Public Hearing:** Development & Tax Increment Financing Plan
  - a) **Open Public Hearing:** The public hearing was opened at 6:01 pm.

**Motion by McPherson, seconded by Ciganick, to open the Public Hearing. Motion carried by voice vote.**
  - b) **Public Comment Period:** President Schulz noted that Council received correspondence from Antrim County about their review of the TIF plan and would like to address their concerns. President Schulz explained several points of interest in Antrim County's letter. There is no provision in the plan for addressing the Act's Section 17(j); there is no mention of millage rates levied by Kearney Township; the proposed plan does not seem to indicate the maximum amount of bonded indebtedness which is required to be included in the plan; the County would like the plan to include an exemption of debt millage and collection fees; the legal description contains a misdirection that should be amended; the proposed plan doesn't include accurate millage information, in which the County Treasurer has since provided this information for its inclusion and the proposed plan doesn't include information about personal property taxes. President Schulz also noted that a condition in the County's policy states that a time frame should be established for the projects listed in the plan. President Schulz reminded the Council that monies collected in a TIF plan can only be spent inside the TIF District. Some of the projects listed in the plan are for outside the District limits. The DDA will meet to address these items and correct them in the TIF plan. Clerk Lockett will check into the requirements to amending the district boundaries. A public hearing may be required. Mr. Garwood explained that the tax sharing policy the County has allows them to participate in replacement but not in maintenance projects. He said they are interested in seeing the Village of Bellaire improve as far as their policy will allow. He also informed the Council that this could be approved when we are ready as their tax sharing agreement doesn't have to coincide with that. They can then take their time and the tax sharing agreement between them and the Village can come afterwards. President Schulz explained that no property owner will have to pay additional property taxes due to the TIF plan. He explained that additional assessments can be assessed within the District, but the property owners within the DDA have to approve it. The Village Council would also have to approve a special assessment and they would take the recommendation from the DDA into consideration.

c) **Closing of Public Comment Period:** The public comment period was closed at 6:15 PM.

**Motion by Hardy, seconded by Bennett, to close the public comment period. Motion carried by voice vote.**

d) **Deliberation:** Trustee Bennett asked about the timeline to address the County's concerns. President Schulz noted that with the County the timeline is not so much of an issue. The objective is to complete the TIF plan so the base year can be in 2016. The agreement with the County can be worked out after the base year is established. Trustee Bennett also asked what is considered a short term, medium term and long term project. Sara Christensen from the NLEA explained that since the DDA is set up for 30 years, project terms could be considered as 10, 20 & 30 years. Mr. Mark Irwin explained that once funding comes in, the DDA could start with some of the smaller projects then build into the larger ones. President Schulz asked Mr. Garwood if placing a yearly range (Ex: 2026 – 2028) on the projects in the TIF plan would be an acceptable timeline schedule for the County with Mr. Garwood stating it would be sufficient. Availability of income and grants could also speed up the timeline of some of these projects. Trustee Ciganick asked what happens to revenue after the termination of a DDA. President Schulz stated that DDA and TIF terms can be extended, but if it isn't, any leftover funding reverts back to the taxing authorities. Trustee Ciganick also asked about the approval process for the various projects. It was explained that the Village Council approves the TIF plan; the DDA implements the plan and will supply reports as to its progress. Sara Christensen said they have sought public input for the list of projects that are included in the plan. They will review these comments, revise the plan accordingly and present the new draft at a future meeting. President Schulz explained that due to the error in the legal description of the boundaries, this will need to be taken care of before the approval of the plan. The DDA would like the plan completed and approved by the end of 2016 to be able to consider 2016 as the base year. He explained that another public hearing should be held and we should have discussions with the Library about potentially opting back into the plan once it is complete.

6. **Closing Member/Public Comment:** None presented.

7. **Adjourn:** Meeting adjourned at 6:32 pm.

Respectfully submitted:  
Cathy Odom, Deputy Clerk

Minutes subject to approval.

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

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