

# Finance Committee

## "Committee of the Whole"

Laura Stanek - Chairman

Ed Boettcher – Alternate

### Minutes October 10, 2016

Members: Ed Boettcher, Karen Bargy, Mike Crawford, Dave Heeres, Chuck Johnson, Christian Marcus, Bryan Smith, Bob Wilson  
Members absent: Laura Stanek  
Others: Pete Garwood, Deb Haydell, Janet Koch, Sherry Comben, Sheryl Guy

**1. The meeting was called to order at 9:05 a.m. by Alternate Chair Ed Boettcher.**

**2. Public Comment**

None.

**3. Claims and Accounts**

**Motion by Karen Bargy, seconded by Chuck Johnson, to recommend the Board of Commissioners approve the Claims and Accounts in the amount of \$179,855.88.  
Motion carried - unanimous.**

**4. Bellaire DDA Development and TIF Sub-Committee Presentation**

David Schulz, President of the Village of Bellaire presented the village's Development and Tax Increment Financing (TIF) Plan for the village's Downtown Development Authority, or DDA (see attached pgs. 5-27). The DDA had approved the plan on September 28. Mr. Schulz said there would be a public hearing in front of the village council on Wednesday, November 2; the council will vote to approve the plan after the public hearing. Mr. Schulz said the DDA and its TIF district is small and there won't be much tax capture; most of their efforts will go toward grant applications.

Mark Irwin, the DDA's President, said the DDA's goal was to maintain and improve the downtown corridor. He anticipates a more formal partnership with the Northern Lakes Economic Alliance (NLEA) regarding the DDA's efforts.

Sara Christiansen, NLEA Community Development Specialist, said strong DDA and TIF plans are important as they spur economic development. Mr. Schulz said revenues brought in from the TIF can only be spent inside the DDA boundary and that the village would like to establish 2016 as their benchmark year.

Pete Garwood, County Administrator, and Sherry Comben, County Treasurer, said the County would enter into a tax sharing agreement with the Village regarding the specifics of participating with the village's DDA.

**5. Recommendations from Other Committees**

**Health & Public Safety**

**Storage Tank Liability**

Mr. Garwood said if the issue had gone to the Board of Commissioners there would have been a small gap in the coverage (coverage ends September 10, 2016 and the Board meets on September 13, 2016).

**Motion by Bob Wilson, seconded by Christian Marcus, to authorize the Board Chairman to sign authorization to bind coverage with Arthur J. Gallagher Risk Management Services, Inc. for the Storage Tank Liability Insurance at the Antrim County Airport for the underground storage tank and the aboveground storage tank, at the cost of \$1,083.75 with an additional \$105.50 for terrorism insurance for the term of one year, (10/11/2016 to 10/11/2017) to be paid from the Airport Fund #581. Motion carried - unanimous.**

MPSCS (Michigan Public Safety Communications System) Invoices

Sheriff Dan Bean said he had not made any headway with his efforts so far working with our State legislators to resolve the issue of recently received invoices for mic fees associated with 2008-2010 and 2013-2015. The mic fees allow the 800 megahertz radios to use the State's tower. He said he was disappointed in how the State was dealing with the issue and felt the improvements to the Mancelona tower were being held hostage. In order to move forward on the improvements to the Mancelona tower, Sheriff Bean asked the Finance Committee to approve a payment of \$4,584.40 for payment of the 911 Center mic fees.

Mr. Marcus said he had followed up with contacting Michigan Association of Counties (MAC); the MAC representative had made an appointment with Department of Management and Budget (DTMB) representative, but DTMB had canceled the appointment. Mr. Marcus said the MAC representative was still attempting to contact the DTMB.

Sheriff Bean said in the past, the County's civil counsel had said the books were closed and did not have to be paid. Ms. Bary asked if the county's current civil counsel had been contacted regarding the issue. Mr. Garwood said he could forward the matter to civil counsel as soon as a copy of the contract was received.

Motion by Bob Wilson to recommend the Board of Commissioners approve the payment of the mic fees to the State of Michigan for both the \$47,341 for the Sheriff Office and also the \$4,584.04 for the 911 Center. There was no second to the motion.

Deb Haydell, Finance Director, said she hadn't been involved in the former civil counsel's opinion that payments didn't need to be made without an invoice. She said contracts carry financial liability and would have been part of a department head's budget. Mr. Wilson said the County should meet its obligations. Ms. Bary said it was unclear what the County's obligations were. Mr. Marcus recommended sending the DTMB a letter stating the County's position.

**Motion by Chuck Johnson, seconded by Bryan Smith, to recommend the Board of Commissioners approve the payment of the 911 Center mic fees of \$4,584.40 from Fund 261 to the DTMB contingent on notice from the MPSCS that the application for improvements that affect the Mancelona tower would be processed. Yes votes - Ed Boettcher, Karen Bary, Mike Crawford, Dave Heeres, Chuck Johnson, Christian Marcus, Bryan Smith; No votes - Bob Wilson. Motion carried.**

Administration

Paging System

Mr. Boettcher said the system would allow notification of emergencies across the county's phone system. Ms. Koch said an additional module would allow notifications to be sent to selected smart phones; that price was not currently available.

Ms. Bargy asked why the phone system didn't already have paging capabilities. Mr. Garwood said at the time of the phone system's purchase, the Board of Commissioners had not approved the purchase of the paging system.

**6. Accountant's Financial Information**

Revenue and Expenditure Report – September 30, 2016

Deb Haydell, Finance Director, had included the report in the agenda packets. Ms. Haydell also distributed a document that detailed the monetary actions of the various Committees (see attached pg. 28).

**Motion by Bob Wilson, seconded by Chuck Johnson, to recommend the Board of Commissioners authorize the Finance Director to make a budget amendment to transfer out \$4,193.71 from General Fund 101000-215-716.000 and transfer in \$4,193.71 to General Fund 101000-215-714.000; and to recommend the Board of Commissioners authorize the Finance Director to make a budget amendment to transfer out \$15,289.00 from General Fund 101000-215-707.000 and transfer in \$15,289.00 to General Fund 101000-215-706.000. Motion carried - unanimous.**

Budget Amendment Detail Report

Mr. Marcus asked if the budget amendments meant the County was spending more or spending less. Ms. Haydell said it depended on the specifics of the amendments; the budget amendments just passed didn't impact the County's budget at all.

2017 Budget Resolution

Ms. Haydell said the expenditure resolution had previously been done in January, but in October 2015 the decision had been made to approve the expenditure resolution at the time of the budget resolution. Ms. Haydell brought the changes in items 1) and 2) of the resolution to the Committee's attention, which was to strike the words "in advance."

**Motion by Bryan Smith, seconded by Chuck Johnson, to recommend the Board of Commissioners approve the 2017 Antrim County General Fund and other funds budgets and millages through the General Appropriations Act Resolution, as presented. Yes votes – Ed Boettcher, Mike Crawford, Dave Heeres, Chuck Johnson, Christian Marcus, Bryan Smith; No votes – Karen Bargy; Bob Wilson was absent from the meeting for the vote. Motion carried.**

Expenditure Approval

**Motion by Bryan Smith, seconded by Chuck Johnson to recommend the Board of Commissioners approve the 2017 Antrim County Expenditure Resolution. Yes votes - Ed Boettcher, Mike Crawford, Dave Heeres, Chuck Johnson, Christian Marcus, Bryan Smith, Bob Wilson; No votes - Karen Bargy. Motion carried.**

MCWCF Loss Prevention Grant Award

Michigan Counties Workers' Compensation Fund

Ms. Haydell said the County had received a grant award of \$2,336.00 for the purchase of new ergonomic office chairs.

MAWSA (Mancelona Area Water and Sewer Authority) Invoice

Ms. Haydell said the MAWSA invoice has been received and that she had received bank statement verification that over \$750,000 had been paid by the State, which was required before the County would release the payment of \$250,000 to MAWSA as detailed in the agreement approved by the Board of Commissioners on May 14, 2015.

**7. Various Matters**

Ms. Haydell told the Committee that the additional cost to the County for the motion made at the September BOC meeting regarding increased health insurance premiums was currently calculated at \$54,469.64.

**8. Public Comment**

None.

The meeting was adjourned at 10:15 a.m.

# VILLAGE OF BELLAIRE DOWNTOWN DEVELOPMENT AUTHORITY

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## DEVELOPMENT and TAX INCREMENT FINANCING PLAN



ADOPTED BY THE BELLAIRE DOWNTOWN DEVELOPMENT AUTHORITY ON:  
September 28, 2016

ADOPTED BY BELLAIRE VILLAGE COUNCIL ON: \_\_\_\_\_

# ACKNOWLEDGEMENTS

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## DDA

Chairperson, Representing Fischer Insurance: Mark Irwin

Treasurer, Owner of Bellaire Pharmacy: Ken Fifelski

Secretary, Owner of Bellaire Cinema: Doug Dawson

Board Member, Owner of Short's Brewing Company: Joe Short

Board Member, Co-owner of Inspire Health Chiropractic and Wellness: Don Hoyt

Board Member, Village President: David Schulz

Board Member, Owner of Stone Waters Inn, Ryan McConnell

Board Member, Owner of Uniquely North, Rolland Fink

Board Member, Vice President of Bellaire Area Historical Society, Don Seaman

## Village Council

President: David Schulz

President Pro Tempore: Dan Bennett

Trustee: Bryan Hardy

Trustee: Helen Schuckel

Trustee: Eldon McPherson

Trustee: Dave Ciganick

Trustee: Patricia Drollinger

## Plan drafted by:

The Northern Lakes Economic Alliance with assistance from Leslie Meyers and Tyler Bevier .

# DEVELOPMENT PLAN

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## ***DOWNTOWN DEVELOPMENT GOALS AND OBJECTIVES***

This Development Plan is created to implement projects designed to meet certain goals established for the Downtown Development District for the Village of Bellaire. These goals are described as follows:

### **Economic Goals**

- Improve the overall business climate of the downtown area through planning, promotion, coordination of activities, and implementation of specific improvement projects.
- Retain existing businesses and attract new concerns which complement the existing commercial offerings.
- Further the economic vitality of the downtown area by creating a balanced mix of retail, service, and other uses consistent with market demands and community plans.
- Support the development of vacant or underutilized land parcels in a manner which achieves the best appropriate use.
- Assist in creating new employment opportunities by fostering commercial development, redevelopment and expansion within the Downtown Development District.
- Promoting, developing and connecting recreational assets.
- Cultivating the new and existing labor force.

### **Circulation Goals**

- Provide for efficient, safe, and convenient traffic movement, parking, and access for vehicles, goods and people in a manner which minimizes vehicular and pedestrian conflicts.
- Improve the existing street network to meet the current and future needs of the Village.

### **Facilities and Services Goals**

- Develop the downtown consistently with existing municipal plans and capabilities.
- Recommend regulatory measures to ensure a well-maintained and attractive district.
- Provide public improvements needed to attract future private investment .

## Building and Site Improvements Goals

- Promote high quality site improvements and building design to upgrade the quality of the downtown area and to ensure the long term viability of the business district.
- Eliminate sources of blight, such as sign disrepair and clutter, poor property maintenance practices, and inappropriate land uses.
- Encourage a high standard of property maintenance on private and public lands.

## Land Use Goals

- Remove incompatible land uses or structures which impede other businesses from making improvements or expanding.
- Encourage appropriate new development or, where necessary, redevelopment to more efficiently utilize land.
- Consolidate smaller land parcels to achieve adequately-sized building sites.
- Accommodate commercial development and redevelopment while protecting the adjacent residential neighborhoods.
- Redevelop public uses in a manner which creates additional tax base for the community.

## Aesthetic Goals

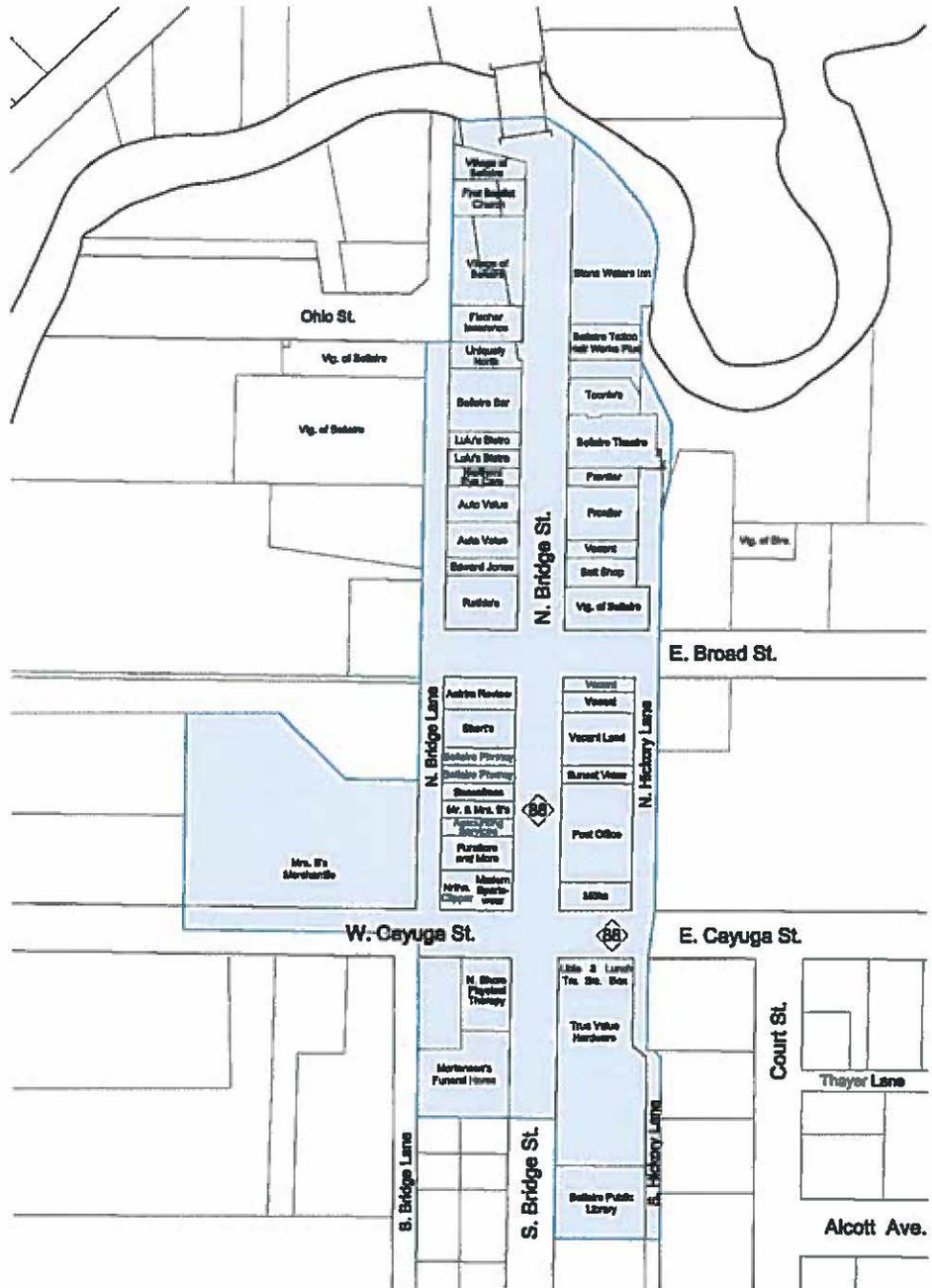
- Establish a distinctive and attractive design theme for the downtown area.
- Promote compatibility of design between new and existing developments.
- Eliminate visually unattractive and blighting influences within the area.

## Operational Goals

- Provide an organization which unifies the owners and operators of businesses in the downtown area, thus fostering a spirit of cooperation among themselves, with the Village and school district, and the community at large.
- Promote and publicize the downtown area in a manner which presents a favorable image for the Bellaire business district.

## BOUNDARY DESIGNATIONS

Section 17(a) The designation of the boundaries of the development area in relation to highways, streets, streams or otherwise.



## **EXISTING AND PROPOSED DEVELOPMENT**

*Section 17(b) The location and extent of existing streets and other public facilities within the development area, the location character and extent of the categories of public and private land uses than existing and proposed for the development area, including residential, recreations, commercial, industrial, educational and other uses and shall include a legal description of the development area.*

### **Existing Land Use and Circulation**

The Development Area for the Village of Bellaire includes the entire DDA District and adjacent roads and pedestrian areas. The district is zoned with commercial, office, and service uses.

Businesses along these corridors include a church, hardware store, auto parts store, video rental and other retail establishments, restaurants, including a brew pub, a number of office uses, municipal buildings, post office, church, library, utilities, movie theater, pharmacy, an inn and several second story apartments. The retail businesses in the district serve primarily the everyday shopping needs of residents while providing specialty shopping for tourists.

Although the businesses in the district appear to be viable, the district generally conveys an image of being worn and deteriorated. Buildings were constructed over several decades with little attention to compatibility of architectural styles. The corridors are in need of street trees, street furniture, and similar aesthetic improvements. Several commercial facades should be redesigned or renovated to improve their appearance. There is a widespread need for parking lot and driveway access improvements.

### **Public Uses**

Public or quasi-public uses within the Development Area include the following:

- Antrim Baptist Church is located near the northern boarder of the district on Bridge Street.
- The Village of Bellaire Hall, which includes the Police Department.
- A public parking lot is located on the westernmost boarder of the district.
- A small strip of land is held by the Village on Broad Street adjacent to Short's Brewing Company. The parcel currently includes a large conifer used for the annual Christmas Tree Lighting Ceremony.

### **Utilities**

A Frontier Communications sub-station is centrally located within the district on Bridge Street.  
Map attached below

### **Streets and Roads.**

The two most heavily traveled roads in the Village -- Cayuga and Bridge Streets -- intersect in the Development Area. Major improvements (such as on-street parking, eliminating curb-cuts within the downtown, etc.) to these roads are required to increase capacity, improve traffic flow, reduce the incidence of accidents, and to improve access to adjoining properties in the downtown. The majority of the portions of Bridge and Cayuga Streets within the DDA boundaries are governed by the State of

Michigan as these roads are also known as State Trunkline M-88. All other roads in the Development Area are local Village Roads.

### Proposed Land Use

Proposed public sector improvements are described later in this Development Plan (see Project Improvements and Phasing). Proposed private sector improvements are shown on Map 3 and described as follows:

Short's Brewery is planning for additional development of their parcels within the next five years. Plans include renovation of a parcel to house their retail operations and converting vacant second story parcels for long term and weekly rentals.

### Legal Description of the DDA District

The Development Area boundaries are consistent with the boundaries designated in the 01-2014 Village Ordinance.

Beginning at the Southwest corner of Lot 21, Block 1 of the Plat of Mesick and Wadsworth's Addition to the Village of Bellaire; thence East to the Southeast corner of said Lot 21; thence continuing East 20 feet to the East right-of-way of a public alley currently known as South Hickory Lane; thence North along the East right-of-way of South Hickory Lane to the Northwest corner of Lot 50, Block 1 of the Plat of Mesick and Wadsworth's Addition to the Village of Bellaire; thence Northwesterly to a point 10 feet South and 10 feet East more or less, of the Southwest corner of Lot 6, Block 1 of the Plat of Mesick and Wadsworth's Addition to the Village of Bellaire, thence West to a point 10 feet South of the Southwest corner of said Lot 6; thence North to the Northwest corner of said Lot 6; thence Northerly to the Southwest corner of Lot 7, Block F of the Original Plat of the Village of Bellaire; thence North along the East right-of-way of a public alley currently known as North Hickory Lane to the Northwest corner of Lot 1, Block F of the Original Plat of the Village of Bellaire; thence North to the Southwest corner of Lot 1, Block G of the Original Plat of the Village of Bellaire; thence North 00 degrees West 163.31 feet along the East right-of-way of a public alley currently known as North Hickory Lane; thence North 13 degrees East 50.29'; thence North 00 degrees East 75.48 feet; thence North 27 degrees West 96.61 feet; thence North 75 feet; thence East 20 feet more or less to the Intermediate River; thence Northwesterly along the Intermediate River 457 feet, more or less, to the Northeast corner of Lot 1, Block H of the Original Plat of the Village of Bellaire, said point being on the East side of the public alley currently known as North Bridge Lane; thence South along the East side of the public alley known as North Bridge Lane to the Southwest corner of Lot 10, Block H of the Original Plat of the Village of Bellaire; thence West 33 feet to the West side of the public alley known as North Bridge Lane; thence South along the West side of said public alley to a point 213 feet North and 61.67 feet West of the Southeast corner of Section 24, Town 30 North, Range 8 West; thence South 89 degrees West 100.90 feet; thence North 45 degrees West 129.98 feet; thence South 89 degrees West 130.25 feet; thence South 00 degrees West 302.11 feet more or less to the centerline of what was known as River Street in the Original Plat of the Village of Bellaire and is now known as West Cayuga Street; thence East along the centerline of West Cayuga Street to a point 60 feet West of the Northeast corner of Section 25, Town 30 North, Range 8 West; thence South along the East side of a public alley known as South Bridge Lane to a point 60 feet West of the Southwest corner of Lot 4, Block 3 of the Plat of Mesick and Wadsworth's Addition to the Village of Bellaire; thence East to the Southeast corner of said Lot 4; thence continuing East 66 feet to the East right-of-way of a public street shown as Bridge Street on the Plat of Mesick and Wadsworth's Addition

to the Village of Bellaire and currently known as South Bridge Street; thence South along the East right-of-way of South Bridge Street to the Point of Beginning, all in the Village of Bellaire, County of Antrim, State of Michigan.

## **PROJECT IMPROVEMENTS AND PHASING**

*Section 17(c) A description of existing improvements in the development area to be demolished, repaired or altered, a description of any repairs and alternations, and an estimate of the time required for completion.*

No improvements, demolitions, repairs or alterations are planned at this time in the downtown area.

*Section 17(d) The location, extent, character and estimated cost of the improvements including rehabilitation contemplated for the development area and an estimate of the time required for completion.*

No improvements, demolitions, repairs or alterations are planned at this time in the downtown area.

*Section 17(e) A statement of the construction or stages of construction planned and the estimated time of completion of each stage.*

No additional construction has been identified by the merchants at this time

### **Other Projects Consistent with the Objectives of the Plan**

Certain projects described in the Plan may require additional construction, demolition, or alteration of existing public improvements to ensure or expedite completion, beyond that specifically described in this Plan. Other improvements that further the goals of the Development Plan but are not specifically listed in this Plan or for which costs are not available, may be constructed at such time as there is a sufficient tax increment generated to fund their cost. The DDA will have the authority to authorize payment for expenses and services occurring within the DDA District at an amount to be determined by the DDA and approved by Village Council each fiscal year.

## **OPEN SPACE**

*Section 17(f) A description of any parts of the development area to be left as open space and the use contemplated for that space.*

No portion of the Development Area, that is not already open space, parkland or conservation, is proposed to be set aside as public open space. However, developers are encouraged to provide for open space as part of new developments within the DDA District. Development of certain existing vacant lands within the Development Area by private developers is anticipated, subject to the requirements of the zoning ordinance.

Richardi Park and the surrounding conservation easement along the waterfront is to remain open space, with the potential uses to bring greater public interaction with the waterfront, such as kayak portages, boardwalks, and steps to the water.

## **LAND AND DEVELOPER TRANSACTIONS**

*Section 17(g) A description of any portions of the development area which the authority desires to sell, donate, exchange, or lease to or from the municipality and the proposed terms.*

The Downtown Development Authority is currently leasing a spare office, conference room and kitchen from the Village of Bellaire. The terms are an in-kind donation on behalf of the Village of Bellaire to assist in the Bellaire DDA success.

## **ZONING CHANGES**

*Section 17(h) A description of desired zoning changes and changes in streets, street levels, intersections, or utilities.*

- a. No zoning changes are anticipated in conjunction with this Development Plan. Zoning changes not directly related to the DDA activities may be proposed and approved within the Development Area in the future. No changes are proposed at this time.
- b. The current zoning of the Downtown Development Authority is "CBD – Central Business District". Section 5.5 of the Bellaire Zoning Ordinance states "The intent of this zoning district is to recognize the fact that the downtown portion of the village requires differing regulations due to the high density of structures. This district recognizes a "mixed-use" characteristic of the village and is designed to authorize mixed land uses and higher density area regulations that are consistent with the existing layout and use."
- c. Several parcels on the east end of the DDA District are zoned "V.C. Village Commons." The intent of this zoning district is to recognize the fact that central portions of the village are not separated into homogeneous land uses. The village developed with various land uses adjacent to one another out of necessity and prevailing development patterns at their time of development. This district recognizes this "mixed-use" characteristic of the Village Commons and is designed to authorize land uses that insure compatibility between residential and more intensive land uses.
- d. Changes to the intersection of North Bridge Street and Cayuga Street where highway M-88 comes through the downtown area, has been identified at public input sessions in needing a change. No changes have been identified at this point, yet talks are planned with local, county and state stakeholders on how to better address this intersection for pedestrians and vehicular traffic.

*Section 17(j) Designation of the person or persons, natural or corporate, to whom all or a portion of the development is to be leased, sold, or conveyed in any manner and for whose benefits the project is being undertaken, if that information is available to the authority.*

*Section 17(k) The procedures for bidding for the leasing, purchasing, or conveying of all or a portion of the development upon its completion, if there is no express or implied agreement between the authority and persons, natural or corporate, that all or a portion of the development will be leased, sold, or conveyed to those persons.*

- a. The Authority owns no property at this time. At the present time the Authority has no plans to lease, own, or otherwise control property in its own name. The Authority currently has no plans to sell, donate, exchange, or lease any land, structures, or other portions of the development area to or from the Village of Bellaire or other entities.
- b. It is intended the DDA be authorized to acquire land, as necessary, to facilitate the projects described previously. It is not intended for the DDA to take on a redevelopment authority role.
- c. Should acquisition of property be required in the future to accomplish the objectives of the DDA, or should the Authority receive property by donation, through purchase, or by any other means of acquisition, the Authority will establish and formally adopt appropriate procedures for property disposition, subject to applicable Federal, State, and local regulations.

## **DEVELOPMENT COSTS AND FINANCING CAPABILITIES**

*Section 17(i) An estimate of the cost of the development, a statement of the proposed method of financing the development and the ability of the authority to arrange the financing.*

Funding for the projects will be obtained from a variety of sources: Including Tax Increment Financing funds, grants from local, regional, state and national foundations, as well as local, regional, state and national granting partners such as United States Department of Agriculture; Rural Development, Michigan State Housing Development Authority, Michigan Economic Development Corporation and other public agencies. Both private and public collaboration and leveraging of funds will always be encouraged.

TYPE OF IMPROVEMENT	TIMEFRAME	COST ESTIMATE
<b>INFRASTRUCTURE</b>		
<b>Kayak Portage</b> May be located outside of the DDA District.	Short-Term	\$50,000
<b>Public Wireless Technology Program</b> Improvements to public streets, alleys, and other public ways within the District for broadband and wireless technology services within the District (Includes utility re-location and location)	Long-Term	\$100,000
<b>Renovation of current Village Hall Building</b> Assist in the renovation of the current Village Hall Building for use as a Community Center to be used by the public. This could potentially house offices for the downtown development authority, local foundations and local non-profits. The community center would have public wireless access and restrooms.	Medium-Term	\$2,000,000
<b>Construction/Renovation of new Village Hall Building</b> Assist in the construction of a new village building to house village staff offices, restrooms, conference space, village chambers and historical museum.	Medium-Term	\$1,000,000
<b>Waterfront Boardwalk</b> Boardwalk/Riverwalk along watershed areas of the downtown district. May be located outside of the DDA District.	Long-Term	\$1,500,000
<b>Transit Shelter</b> Identify an appropriate location in the downtown area for a transportation shelter to be used by Antrim County Transit and the Shanty Creek Resorts shuttle. The shelter shall be ADA compliant, have multiple seating options, lighting and heated options during colder months. The shelter shall be in close proximity to Bridge Street businesses.	Medium-Term	\$10,000
<b>Parking Improvements</b> Creation and maintenance of new parking options within the downtown district boundaries.	Short-Term	\$200,000

<p><b>Public Restrooms Acquisition, Construction or Improvements</b> Acquisition of, construction, or improvements to, facilities for public restrooms in various locations throughout the District as determined by the Board</p>	Medium-Term	\$200,000
<p><b>Sidewalk Plan</b> Maintaining and improving the existing sidewalks will ensure that the DDA area remains pedestrian friendly. Further, a walkable community can help to create a thriving economic base. The sidewalk plan will develop specific details and identify funding options for the design (and right-of-way acquisition when necessary) for sidewalks, curbs, and gutters within the DDA area. Where sidewalks already exist, the plan will identify specific areas of concern and a timeframe for repair and/or replacement.</p>	Medium-Term	Cost determined by intensity of staff resources or outside sources needed
<b>WALKABILITY</b>		
<p><b>Street and Alley Improvements</b> Improvements to public streets and alleys within the District (includes resurfacing, reconstruction and utility relocation)</p>	Medium-Term	\$1,000,000.00
<p><b>Park Improvements</b> Improvements to public spaces within and outside of the current district as determined by the board</p>	Medium-Term	\$250,000.00
<p><b>Streetscape Maintenance and Improvements</b> The DDA has constructed streetscape improvements, including decorative lighting, street trees, and pavers. This project anticipates the continued maintenance, repair, and upkeep of the streetscape elements that have already been installed and other public improvements within the road rights-of-way. Streetscape improvements on the corridors of South Bridge St., North Bridge St., E. Cayuga St., W. Cayuga St. Broad St. This project also includes activities to bury existing utilities within the district.</p>	Ongoing	\$250,000.00
<b>AESTHETICS and DESIGN</b>		
<p><b>Way-Finding Signage</b> Develop way-finding signage for the district to assist residents and visitors with parking options, landmarks, amenities and nearby transportation routes.</p>	Medium Term	\$30,000.00

<p><b>Façade and Sign Grant Program</b>                  The DDA will operate a Façade and Sign Grant Program. The purpose of the program is to encourage the preservation and rehabilitation of significant structures within the DDA District. Eligibility is limited to property owners, tenants (with a minimum 3 year lease), or developers of commercial or mixed use structures that are in good standing with the Village and DDA. Eligible improvements include but are not limited to: exterior cleaning and painting, masonry repair, window replacement, architectural detail replacement, professional design fees, new signs, new or rehabilitated awnings, removal of metal surfaces, and appropriate infill construction. The program will fund façade and sign grant projects at an amount to be determined by the DDA.</p>	<p>Medium-Term</p>	<p>Cost determined by the intensity of the program</p>
<p><b>Public Art Construction</b></p>	<p>Long-Term</p>	<p>\$50,000.00</p>
<p><b>Bicycle Parking Options</b></p>	<p>Short-Term</p>	<p>\$3,000</p>
<p><b><i>ECONOMIC DEVELOPMENT</i></b></p>		
<p><b>Educational Programs</b></p>	<p>Medium Term</p>	<p>Cost determined by intensity of program</p>
<p><b>Development of a “Buy Local” Program</b></p>	<p>Medium Term</p>	<p>Cost determined by intensity of program</p>
<p><b>Promotion and Marketing Plan</b>                  Joint promotion and advertising for the Development Area are a means of revitalizing and attracting businesses and customers to the Development Area. This project may include a partnership with the Bellaire Chamber of Commerce, covering marketing programs, marketing of downtown events, available business sites and assets of the Village of Bellaire.</p>	<p>Short-Term</p>	<p>1,000</p>
<p><b><i>ORGANIZATIONAL</i></b></p>		

<p><b>Professional Services</b></p> <p>The DDA will fund the on-going professional, technical, and administrative costs incurred in accomplishing the purposes and undertaking the projects listed in this plan. Costs may include professional fees for consultants, administrative and staff support, and so on. These ongoing administrative and operating costs of the DDA - and costs incurred by the Village relative to the DDA and the Downtown District - as approved in the annual budget process, will be paid out of the overall DDA Budget.</p> <p>Also, the DDA may pay costs for all or a portion of Village staff time expended to achieve the projects in this plan. This activity will continue throughout the life of the plan.</p>		<p>Cost determined by intensity of staff resources needed</p>
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## RELOCATION

*Section 17(l) Estimates of the number of persons residing in the development area and the number of families and individual to displaced. If occupied residences are designated for acquisition and clearance of the authority, a development plan shall include a survey of the families and individuals to be displaced, including their income and racial composition, a statistical description of the housing supply in the community, including the number of private and public units in existence or under construction, the condition of the units in existence, the number of owner-occupied and renter-occupied units, the annual turnover of the various types of housing and the range of rents and sale prices, an estimate of the total demand for housing in the community, and the estimated capacity of private and public housing available to displaced families and individuals.*

There is estimated to be between 30-55 individuals living in the DDA Boundaries. There are no persons or families to be displaced as a result of the development. There are no occupied residences designated for acquisition and clearance by the DDA.

*Section 17(m) A plan for establishing priority for the relocation of persons displaced by the development in any new housing in the development area.*

No relocation is currently anticipated.

*Section 17(n) Provision for the costs of relocating persons displaced by the development and financial assistance and reimbursement of expenses, including litigation expenses and expenses incidental to the transfer of title, in accordance with the standards and provisions of the federal uniform relocation assistance and real property acquisition policies of 1970, being Public Law 91-646, 42 U.S.C. sections 4601, et seq.*

No relocation is currently anticipated.

*Section 17 (o) A plan for compliance with Act No. 227 of the Public Acts of 1972, being sections 213.321 to 213.332 of the Michigan Compiled Laws.*

The DDA does not intend to condemn property in conjunction with this plan. Further, no displacement of individuals or families is anticipated as a direct result of DDA activities. Should relocation of individuals, families, or businesses be required in the future, the DDA, with the cooperation of the Village, will prepare and adopt a formal relocation plan prior to the relocation. The relocation plan will include surveys required by Section 17(1) of Act 197, and it will require the provision of relocation payments and other assistance to families, individuals, businesses, and non-profit organizations as required by the Uniform Relocation Assistance and Real Property Acquisition Act and Michigan Public Act 227 of 1972, as amended.

### **OTHER PERTINENT INFORMATION**

*Section 17(p) Other material which the authority, local public agency, or governmental body deems pertinent.*

Section 21 of Act 197 of 1975 requires that a Development Area Citizen's Council be established if a proposed Development Area has residing within it 100 or more residents. It is estimated that there are less than 100 individuals residing in the district; therefore a Development Area Citizen's Council will not be established at the date of adoption.

DRAFT

# TAX INCREMENT FINANCING PLAN

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*A detailed explanation of the tax increment procedure, the maximum amount of bonded indebtedness to be incurred, the duration of the program, and a statement of the estimated impact of the tax increment financing on the assessed values of all taxing jurisdictions.*

Tax increment financing (TIF) is a governmental financing program that contributes to economic growth and development by dedicating a portion of the tax base resulting from economic growth and development within a boundary to certain public facilities and /or authorities for the development of projects that qualify under Act 197 of 1975.

This Tax Increment Financing Plan adopts by reference the above Development Plan. An annual DDA budget will highlight and prioritize projects. This annual budget will detail all operational and administrative expenses and development projects in priority as determined by the Board. The Village Council will approve the DDA budget by adoption during the annual budgeting process.

Tax Increment Revenues are realized by increases in property valuations within the Development Areas of the Downtown District of the DDA. Such Tax Increment Revenues result from the application of millage rates levied by the Village and the County. Data presented in Table 1 indicates the anticipated Captured Assessed Value for the Development Areas through 2046 and presents a list of initial assessed values of properties in the development area.

By the end of the term of the Development Plan, i.e., December 31, 2046, it is estimated that approximately \$1,540,409.51 in Tax Increment Revenues will be realized by the DDA to fund projects and make public improvements in the Downtown District. For this estimate, the 2015 millage rates were used.

## **Maximum Amount of Bonded Indebtedness to be Incurred**

Certain State of Michigan and federal loans, loan guarantees and grants will be sought for carrying out the Downtown Development Plan. Certain components of the capital improvement projects in the Downtown Development Plan may be financed through the issuance of revenue bonds, general obligation bonds or tax increment bonds. The types and amounts of bonds issued will be determined as further project planning is undertaken and as shall be approved by the Village Council.

## **Duration of the Plan**

The Tax Increment Financing Plan shall be for a term ending December 31, 2046.

## **Estimated Impact on Assessed Values of Taxing Jurisdictions**

The DDA intends to expend all available Tax Increment Revenues over the term of the Tax Increment Financing Plan. It is anticipated that the taxable values will increase over the term of the Downtown Development Plan due to new investments. When the term of the Downtown Development Plan ends, all of the taxing jurisdictions levying taxes in the Development Areas will benefit by the increased values that likely would not have occurred without the efforts of the DDA. It is anticipated that the taxes foregone by the taxing jurisdictions during the term of Downtown Development Plan will be recouped by the taxing jurisdictions from the expected increase in taxable value after the term ends.

## TABLE 1 BELLAIRE DOWNTOWN DEVELOPMENT AUTHORITY TOTAL PROJECTED CAPTURE

Tax-Increment Financing Plan for Bellaire Downtown Development Authority (Projected 3% Growth)

Year		Projected Taxable Value (3% Increase per year) (C)	2016 Tax Base: BASE YEAR (D)	Tax Capture: (E) C - D = (E)	Kearyy Twp. Total (F) Township Tax Burden = (E) X 0.00425 (millage)	Village of Bellaire (G) Village Tax Burden = (E) X 0.015434 (millage)	Antrim County (J) County Tax Burden = (E) X 0.0060 (millage)	Total DDA TIF Millage Capture F + H + J
	<b>Millage Rates</b>				4.25	15.4534	6.8	26.5034
		2,945,953.00	2,945,953.00	0	0	0	0	0
	<b>Taxable Value</b>	2,945,953.00	2,945,953.00	0				
	<b>2016 BASE YEAR</b>	3,034,331.59	2,945,953.00	88,378.59	375.61	1,365.75	512.60	2,253.95
2017	Projected Taxable Value	3,125,361.54	2,945,953.00	179,408.54	762.49	2,772.47	1,040.57	4,575.53
2018	Projected Taxable Value	3,219,122.36	2,945,953.00	273,169.36	1,160.97	4,221.40	1,584.36	6,966.75
2019	Projected Taxable Value	3,315,696.06	2,945,953.00	369,743.06	1,571.41	5,713.79	2,144.51	9,429.71
2020	Projected Taxable Value	3,415,166.94	2,945,953.00	469,213.94	1,994.16	7,250.95	2,721.44	11,966.55
2021	Projected Taxable Value	3,517,621.85	2,945,953.00	571,668.85	2,429.59	8,834.23	3,315.68	14,579.50
2022	Projected Taxable Value	3,623,150.60	2,945,953.00	677,197.60	2,878.09	10,465.01	3,927.75	17,270.84
2023	Projected Taxable Value	3,731,845.12	2,945,953.00	785,892.12	3,340.04	12,144.71	4,556.17	20,042.92
2024	Projected Taxable Value	3,843,800.48	2,945,953.00	897,847.48	3,815.85	13,874.80	5,207.62	22,898.16
2025	Projected Taxable Value	3,959,114.49	2,945,953.00	1,013,161.49	4,305.94	15,656.79	5,876.34	25,839.06
2026	Projected Taxable Value	4,077,887.92	2,945,953.00	1,131,934.92	4,810.72	17,492.24	6,565.22	28,868.19
2027	Projected Taxable Value	4,200,224.56	2,945,953.00	1,254,271.56	5,330.65	19,382.76	7,274.78	31,988.19
2028	Projected Taxable Value	4,326,231.30	2,945,953.00	1,380,278.30	5,866.18	21,329.99	8,005.61	35,201.79
2029	Projected Taxable Value	4,456,018.24	2,945,953.00	1,510,065.24	6,417.78	23,335.64	8,758.36	38,511.80
2030	Projected Taxable Value	4,589,698.78	2,945,953.00	1,643,745.78	6,985.92	25,401.46	9,533.73	41,921.11
2031	Projected Taxable Value	4,727,369.75	2,945,953.00	1,781,436.75	7,571.11	27,529.25	10,332.33	45,432.69
2032	Projected Taxable Value	4,869,211.44	2,945,953.00	1,923,258.44	8,173.85	29,720.66	11,154.80	49,049.63
2033	Projected Taxable Value	5,015,287.78	2,945,953.00	2,069,334.78	8,794.67	31,976.26	12,002.14	52,775.07
2034	Projected Taxable Value	5,165,746.42	2,945,953.00	2,219,793.42	9,434.12	34,303.36	12,874.80	56,612.28
2035	Projected Taxable Value	5,320,716.81	2,945,953.00	2,374,763.81	10,092.75	36,696.21	13,773.84	60,564.60
2036	Projected Taxable Value	5,480,340.37	2,945,953.00	2,534,387.37	10,771.15	39,164.90	14,699.45	64,635.49
2037	Projected Taxable Value	5,644,750.59	2,945,953.00	2,698,797.59	11,469.89	41,705.60	15,653.03	68,828.51
2038	Projected Taxable Value	5,814,093.10	2,945,953.00	2,868,140.10	12,189.60	44,322.52	16,635.21	73,147.32
2039	Projected Taxable Value	5,988,515.90	2,945,953.00	3,042,562.90	12,930.89	47,017.94	17,646.86	77,595.70
2040	Projected Taxable Value	6,168,171.37	2,945,953.00	3,222,218.37	13,694.43	49,794.23	18,688.87	82,177.52
2041	Projected Taxable Value	6,353,216.51	2,945,953.00	3,407,263.51	14,480.87	52,653.81	19,762.13	86,896.80
2042	Projected Taxable Value	6,543,813.01	2,945,953.00	3,597,860.01	15,290.91	55,599.17	20,867.59	91,757.66
2043	Projected Taxable Value	6,740,127.40	2,945,953.00	3,794,174.40	16,125.24	58,632.89	22,006.21	96,764.35
2044	Projected Taxable Value	6,942,331.22	2,945,953.00	3,996,378.22	16,984.61	61,757.63	23,178.99	101,921.23
2045	Projected Taxable Value	7,150,601.16	2,945,953.00	4,204,648.16	17,869.75	64,976.11	24,386.96	107,232.82
2046	Projected Taxable Value	7,365,119.19	2,945,953.00	4,419,166.19	18,781.46	68,291.14	25,631.16	112,703.78



**TABLE 2**  
**BELLAIRE DOWNTOWN DEVELOPMENT AUTHORITY**  
**CURRENT AND ASSESSED VALUES OF REAL AND PERSONAL PROPERTY**

09/23/2016  
02:33 PM

SEV and Taxable FOR VILLAGE OF BELLAIRE  
Marked Records

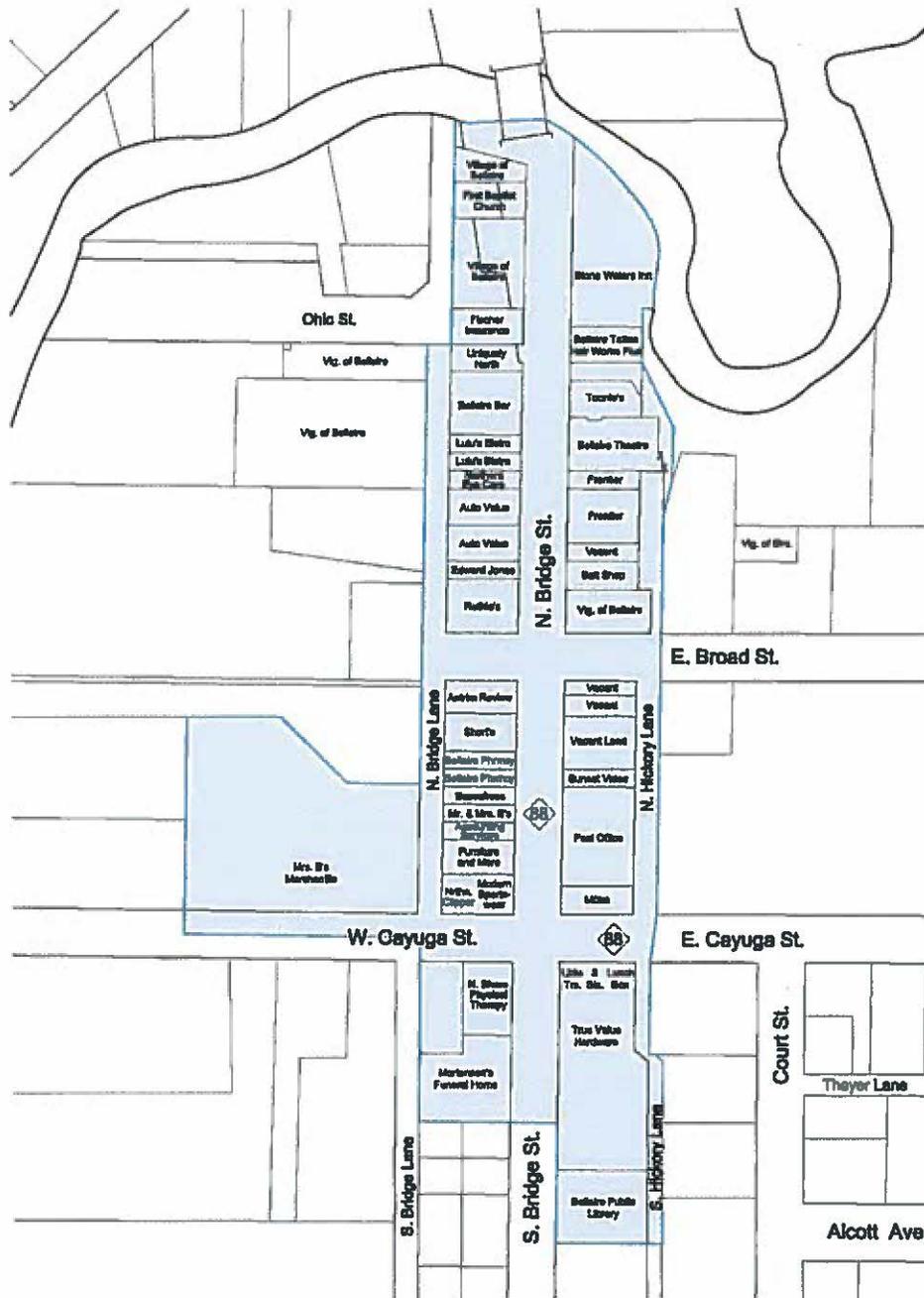
Page: 1/1  
DB: Bellaire 2016

Parcel Number	Class	School	Taxable Value	SEV	PRE/HBT %
05-41-010-065-00	200	05040	108,524.00	127,200.00	0.0000
05-41-010-066-00	200	05040	76,529.00	107,600.00	0.0000
05-41-010-067-00	200	05040	37,612.00	48,800.00	0.0000
05-41-010-068-00	200	05040	40,761.00	49,000.00	0.0000
05-41-010-069-00	200	05040	153,366.00	180,700.00	0.0000
05-41-010-074-00	200	05040	96,371.00	145,600.00	0.0000
05-41-010-075-00	200	05040	289,100.00	289,100.00	0.0000
05-41-010-076-00	200	05040	49,294.00	63,900.00	0.0000
05-41-010-077-00	200	05040	70,770.00	81,000.00	0.0000
05-41-010-079-00	200	05040	236,808.00	250,700.00	0.0000
05-41-010-081-00	700	05040	0.00	0.00	0.0000
05-41-010-082-00	700	05040	0.00	0.00	0.0000
05-41-010-083-00	200	05040	33,801.00	38,200.00	0.0000
05-41-010-084-00	200	05040	49,015.00	54,900.00	50.0000
05-41-010-085-00	700	05040	0.00	0.00	0.0000
05-41-010-086-00	700	05040	0.00	0.00	0.0000
05-41-010-087-00	700	05040	0.00	0.00	0.0000
05-41-010-088-00	700	05040	0.00	0.00	0.0000
05-41-010-092-00	200	05040	81,945.00	85,600.00	0.0000
05-41-010-093-00	200	05040	71,231.00	84,300.00	0.0000
05-41-010-094-00	200	05040	108,444.00	145,200.00	0.0000
05-41-010-097-01	200	05040	241,422.00	242,000.00	0.0000
05-41-010-099-00	200	05040	33,101.00	46,200.00	0.0000
05-41-010-100-00	200	05040	94,975.00	102,300.00	0.0000
05-41-010-101-00	200	05040	133,113.00	138,600.00	0.0000
05-41-010-102-00	200	05040	40,521.00	44,400.00	0.0000
05-41-010-103-00	200	05040	46,148.00	70,200.00	0.0000
05-41-010-105-00	700	05040	0.00	0.00	0.0000
05-41-010-106-00	200	05040	114,100.00	114,100.00	0.0000
05-41-010-107-01	200	05040	245,333.00	263,200.00	0.0000
05-41-010-110-00	200	05040	66,033.00	77,400.00	0.0000
05-41-010-111-00	200	05040	55,764.00	75,000.00	0.0000
05-41-010-112-00	200	05040	59,817.00	70,600.00	0.0000
05-41-010-113-00	200	05040	82,600.00	82,600.00	0.0000
05-41-010-114-00	200	05040	68,887.00	82,700.00	0.0000
05-41-010-115-10	200	05040	29,042.00	69,500.00	0.0000
05-41-125-012-00	400	05040	3,911.00	4,700.00	0.0000
05-41-225-004-00	700	05040	0.00	0.00	0.0000
05-41-225-005-00	200	05040	192,700.00	192,700.00	0.0000
05-41-225-009-00	700	05040	0.00	0.00	0.0000
05-41-225-033-00	200	05040	86,334.00	115,900.00	0.0000
05-41-225-034-00	200	05040	88,473.00	133,300.00	0.0000
TOTALS ---->			3,185,845.00	3,677,200.00	

# ATTACHMENT 1

## BELLAIRE DOWNTOWN DEVELOPMENT AUTHORITY

### TAX INCREMENT FINANCING MAP



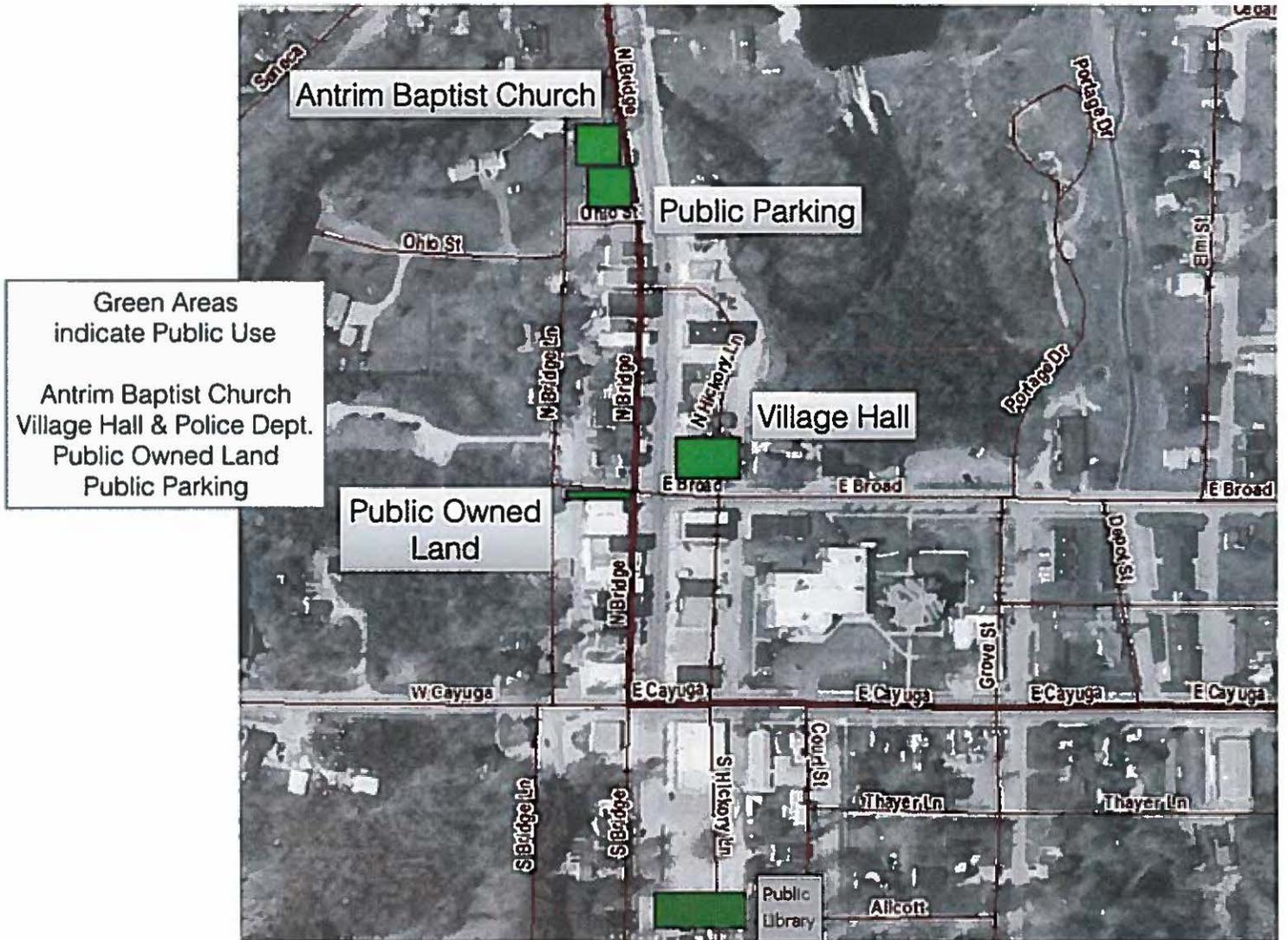
**ATTACHMENT 2**  
**BELLAIRE DOWNTOWN DEVELOPMENT AUTHORITY**  
**LEGAL DESCRIPTION OF DDA DISTRICT**

Beginning at the Southwest corner of Lot 21, Block 1 of the Plat of Mesick and Wadsworth's Addition to the Village of Bellaire; thence East to the Southeast corner of said Lot 21; thence continuing East 20 feet to the East right-of-way of a public alley currently known as South Hickory Lane; thence North along the East right-of-way of South Hickory Lane to the Northwest corner of Lot 50, Block 1 of the Plat of Mesick and Wadsworth's Addition to the Village of Bellaire; thence Northwesterly to a point 10 feet South and 10 feet East more or less, of the Southwest corner of Lot 6, Block 1 of the Plat of Mesick and Wadsworth's Addition to the Village of Bellaire; thence West to a point 10 feet South of the Southwest corner of said Lot 6; thence North to the Northwest corner of said Lot 6; thence Northerly to the Southwest corner of Lot 7, Block F of the Original Plat of the Village of Bellaire; thence North along the East right-of-way of a public alley currently known as North Hickory Lane to the Northwest corner of Lot 1, Block F of the Original Plat of the Village of Bellaire; thence North to the Southwest corner of Lot 1, Block G of the Original Plat of the Village of Bellaire; thence North 00 degrees West 163.31 feet along the East right-of-way of a public alley currently known as North Hickory Lane; thence North 13 degrees East 50.29'; thence North 00 degrees East 75.48 feet; thence North 27 degrees West 96.61 feet; thence North 75 feet; thence East 20 feet more or less to the Intermediate River; thence Northwesterly along the Intermediate River 457 feet, more or less, to the Northeast corner of Lot 1, Block H of the Original Plat of the Village of Bellaire, said point being on the East side of the public alley currently known as North Bridge Lane; thence South along the East side of the public alley known as North Bridge Lane to the Southwest corner of Lot 10, Block H of the Original Plat of the Village of Bellaire; thence West 33 feet to the West side of the public alley known as North Bridge Lane; thence South along the West side of said public alley to a point 213 feet North and 61.67 feet West of the Southeast corner of Section 24, Town 30 North, Range 8 West; thence South 89 degrees West 100.90 feet; thence North 45 degrees West 129.98 feet; thence South 89 degrees West 130.25 feet; thence South 00 degrees West 302.11 feet more or less to the centerline of what was known as River Street in the Original Plat of the Village of Bellaire and is now known as West Cayuga Street; thence East along the centerline of West Cayuga Street to a point 60 feet West of the Northeast corner of Section 25, Town 30 North, Range 8 West; thence South along the East side of a public alley known as South Bridge Lane to a point 60 feet West of the Southwest corner of Lot 4, Block 3 of the Plat of Mesick and Wadsworth's Addition to the Village of Bellaire; thence East to the Southeast corner of said Lot 4; thence continuing East 66 feet to the East right-of-way of a public street shown as Bridge Street on the Plat of Mesick and Wadsworth's Addition to the Village of Bellaire and currently known as South Bridge Street; thence South along the East right-of-way of South Bridge Street to the Point of Beginning, all in the Village of Bellaire, County of Antrim, State of Michigan.

### ATTACHMENT 3

## BELLAIRE DOWNTOWN DEVELOPMENT AUTHORITY

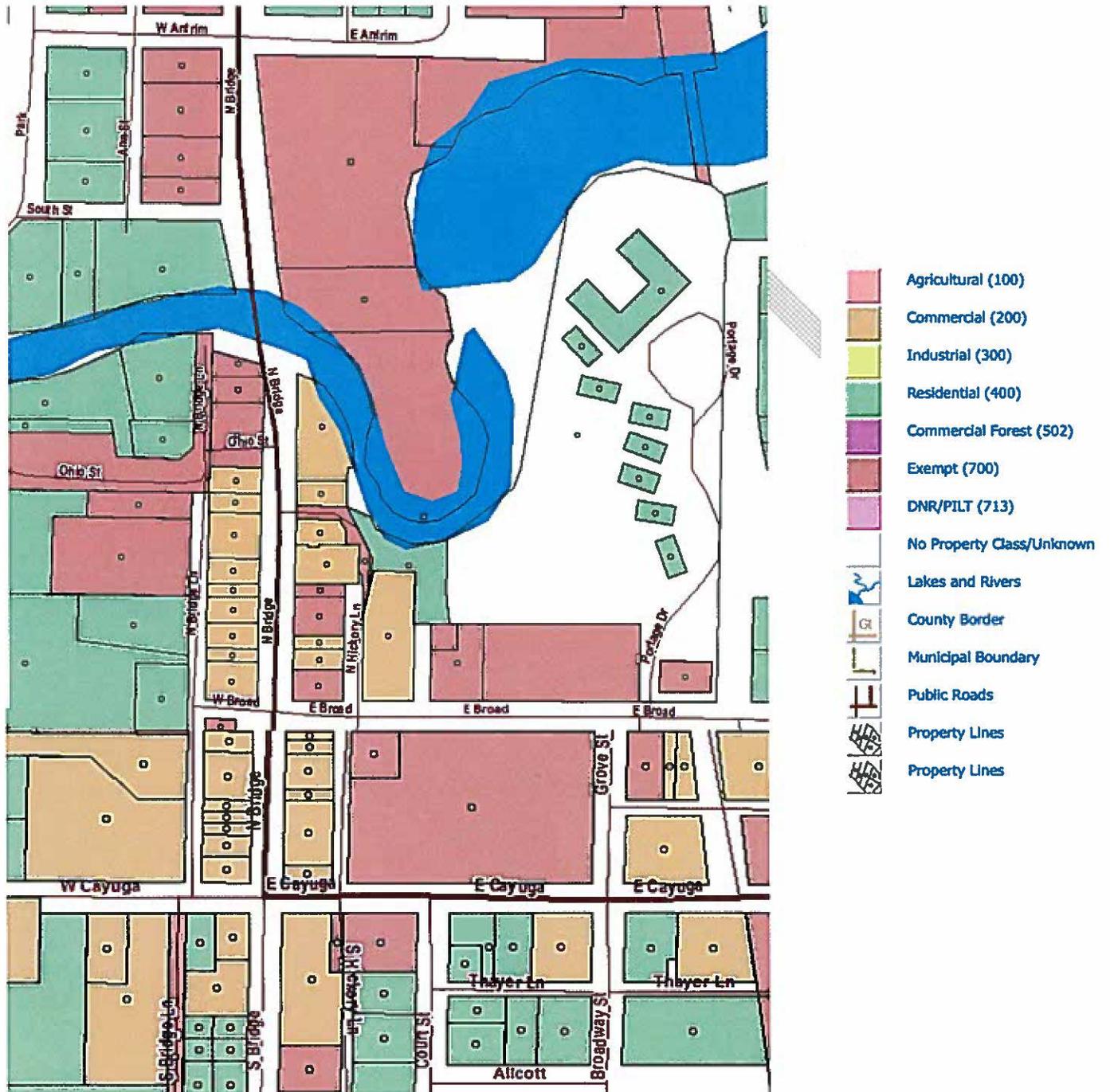
LOCATION, CHARACTER AND EXTENT OF EXISTING STREETS AND OTHER PUBLIC FACILITIES



## ATTACHMENT 4

### BELLAIRE DOWNTOWN DEVELOPMENT AUTHORITY

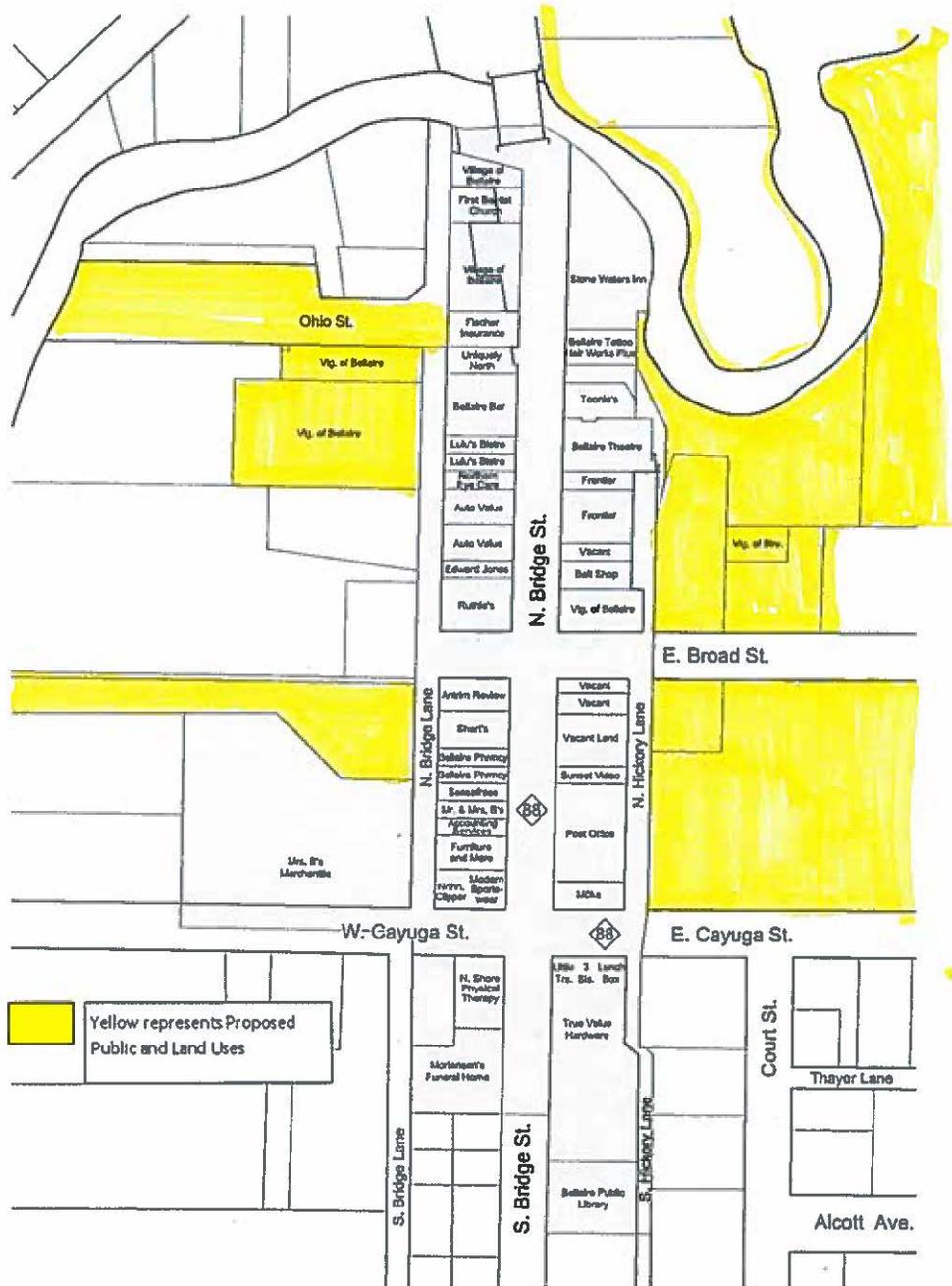
#### LOCATION, CHARACTER AND EXTENT OF EXISTING PUBLIC AND PRIVATE LAND USES



## ATTACHMENT 5

### BELLAIRE DOWNTOWN DEVELOPMENT AUTHORITY

#### LOCATION, CHARACTER AND EXTENT OF PROPOSED PUBLIC AND PRIVATE LAND USES



**FINANCE COW - OCTOBER 2016**

<b>STANDING COMMITTEE NOTES</b>	<b>GENERAL LEDGER ACCNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b> <small>Fund/Dept/Account</small>	<b>AMOUNT</b>	<b>BUDGETED Yes/No</b> <small>No, enter fund source</small>	<b>COW MOTION REQD</b>
<b>HEALTH &amp; PUBLIC SAFETY</b>					
<b>BUILDING, LANDS &amp; INFRASTRUCTURE</b>					
<b>ADMINISTRATION &amp; COUNTY SERVICES</b>					
<b>FINANCE, WAYS AND MEANS</b>					
adjust budget between wage GL lines-increase budget	101000 215-706.000	GF, Clerk, Other Wages	\$ 15,289.00	no	yes
adjust budget between wage GL lines-decrease budget	101000 215-707.000	GF, Clerk, Other Wages	\$ (15,289.00)	yes	yes
adjust budget between fringe benefit GL lines-increase budget	101000-215-714.000	GF, Clerk, Employee annuity benefit	\$ 4,193.71	no	yes
adjust budget between fringe benefit GL lines-decrease budget	101000 215-716.000	GF, Clerk, Health Insurance	\$ (4,193.71)	yes	yes
<del>adjust budget between fringe benefit GL lines-increase budget</del>	<del>101000 301-711.000</del>	<del>GF, Sheriff, Boots, Equip, CMD</del>	<del>\$4,000</del>	<del>no</del>	<del>yes</del>
	101000-				