Agenda

City of Charlevoix Downtown Development Authority Meeting

Monday, August 24, 2026 - 5:30 PM

Council Chambers, City Hall

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Inquiry Regarding Conflicts of Interest**
5. **Approval of Minutes from April 27, 2026**
   A. Minutes from April 27, 2026
6. **Reports**
   A. Director's Report
7. **Old Business**
   A. Adoption of 2026 TIF Plan Update
   Mark Heydlauff, City Manager
8. **New Business**
   A. Future Meetings
   Mark Heydlauff, City Manager
9. **Public Comment**
10. **Request for Future Agenda Items**
11. **Board Comments**
12. **Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Clerk's Office at 231-547-3250 or by email clerk@charlevoixmi.gov. A 24-hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodations requests.

City of Charlevoix
Downtown Development Authority Meeting Minutes
Monday, April 27, 2026 - 5:30 PM
Council Chambers, City Hall

1. **Call to Order**
   The meeting was called to order at 5:30 p.m. by Chair Owens followed by the Pledge of Allegiance.

2. **Pledge of Allegiance**

3. **Roll Call**

Chair:	Maureen Owens
Members Present:	Sam Bingham, Mayor Lyle Gennett, Jessica Nagel, Annie Oosthuizen
Members Absent:	Paul Silva, Danielle Schelller
Staff Present:	Mark Heydlauff, City Manager/DDA Executive Director

4. **Inquiry Regarding Conflicts of Interest**
   Member Nagel stated she would recuse herself from Item 8-B, Bridge Park Building Facelift, and Item 8-E, Commercial Lease Agreement - J. Bird Provisions Renewal Request. Member Nagel also noted a potential conflict of interest on Item 8-A, Concrete Replacement around BIBCO Entrance, due to being a tenant of the building. Chair Owens stated that Member Nagel should stay as part of the conversation on Item 8-A, the Board concurred.

5. **Approval of Minutes**

   A. Minutes from January 26, 2026

      Motion by Member Nagel, seconded by Member Bingham to approve the minutes of the January 26, 2026 meeting as presented.
      Motion carried by unanimous voice vote.

6. **Reports**

   A. Director's Report

7. **Old Business**

8. **New Business**

   A. Concrete Replacement around BIBCO Entrance
      Mark Heydlauff, City Manager
      Director Heydlauff stated this project would replace sagging concrete around the BIBCO entrance that poses a trip hazard.

Motion by Member Bingham, seconded by Mayor Gennett to approve the sidewalk maintenance of the Bridge Park building as presented.
Motion carried by unanimous voice vote.

B. Bridge Park Building Facelift
Mark Heydlauff, City Manager
Member Nagel recused herself from the discussion on this item.

Director Heydlauff stated this project would clean, replace tiles, and repaint around the building as needed. Mr. Heydlauff stated the canvas of the canopy roof is not part of this project. After discussion, Director Heydlauff will look further into issues of the canopy not providing any protection from the rain, and the cost for a potential metal or plastic type of canopy.

Motion by Member Oosthuizen, seconded by Member Bingham to approve the proposal from All in One Paint and Stain for exterior cleaning and improvements at the Bridge Park building for $22,395.00.
Motion passed by unanimous voice vote.

Member Nagel recused herself from the vote.

C. Paver Replacement
Mark Heydlauff, City Manager
Member Nagel rejoined the meeting.

Director Heydlauff stated that this project would reset the pavers in Bridge Park and remove an old tree stump. Additionally, they had set money aside for general pavement replacement and the direction would be to do very targeted paver replacement due to MDOT's signal and pedestrian crossing work next spring.

Member by Member Bingham, seconded by Member Nagel to approve the Bridge Park paver work by Site Planning, Inc. in the amount of $15,601 and include up to an additional $10,000 of paver replacement to be completed this year, but coordinated with future MDOT construction.
Motion carried by unanimous voice vote.

D. Tree Pavers and Curbs
Mark Heydlauff, City Manager
Director Heydlauff stated that they identified five (5) tree locations for removal and replacement of existing curbs and porous rubber pavement; the trees themselves will not be harmed or removed.

Motion by Member Bingham, seconded by Member Oosthuizen to approve the quote from Robinsons Landscaping in the amount of $3,925 for removal and replacement of porous rubber pavement around five (5) downtown trees and an additional $3,000 for associated concrete work.
Motion carried by unanimous voice vote.

E. Commercial Lease Agreement—J. Bird Provisions Renewal Request
Mark Heydlauff, City Manager

Member Nagel recused herself from this item.

Director Heydlauff stated the lease agreement with J. Bird Provisions expires on May 31 and the owner has requested a renewal for another three (3) years. He stated that incorporated into the lease is the seasonal rent reduction that the Board has approved the past couple of years. The language around metered utilities has also been modified to reflect the forthcoming installation of separate water meters.

Motion by Member Bingham, seconded by Mayor Gennett to approve the lease with J. Bird Provisions expiring in 2029 and authorize the Chair to sign all documents.
Motion carried by unanimous voice vote.

Member Nagel recused herself from the vote.

F. TIF Renewal Planning and Projects
Mark Heydlauff, City Manager
Member Nagel rejoined the meeting.

Director Heydlauff stated the current tax increment financing (TIF) plan for the DDA expires on December 31, 2026. The bond debt held by the DDA and financed with proceeds of this TIF will reach maturity on October 1, 2026. Director Heydlauff recommended the simplest path to renew the TIF is to amend the plan with projects the DDA may complete in the future. Mr. Heydlauff stated he consulted with Pat McGow of Miller Canfield last week and the firm has done all the City's debt issuances since the 1980s. Director Heydlauff also wished to engage a consulting engineer like Prein & Newhoff to develop pricing expectations on the recommended list of projects required for the TIF update.

Discussion followed regarding the TIF renewal process, and the potential list of future projects.

Motion by Member Oosthuizen, seconded by Member Nagel to approve a list of TIF Amendment Projects and authorize the Executive Director and legal counsel to draft required documents and pricing.
Motion carried by unanimous voice vote.

Director Heydlauff stated the project to replace the green streetlights was still ongoing, and they were able to purchase 30 of those lights for $65,000 and when they did the project on the hill with the light installation, it was close to $400.000. He stated that the DDA could accelerate the decorative lighting project to consider for the next year or two.

G. Appointment of Officers
Mark Heydlauff, City Manager
Chair Owens stated succession planning is a very important subject, and she stated it would be appropriate for her to shift to Vice Chair and stay alongside a Chair for a year or two.

Motion by Chair Owens, seconded by Member Bingham to appoint Annie Oosthuizen as Chair of the Board for the next year.
Motion carried by unanimous voice vote.

Motion by Member Bingham, seconded by Member Nagel to appoint Maureen Owens as Vice Chair of the Board for the next year.
Motion carried by unanimous voice vote.

Director Heydlauff stated the next DDA meeting was scheduled for August 24, and he would strongly urge the Board to let the calendar be driven by when they need to do things related to the TIF renewal, and the Board concurred.

9. Public Comment

10. Request for Future Agenda Items

11. Board Comments

Mayor Gennett stated that Director Heydlauff had brought up the issue of the painting on the side of Central Drug needing some work and he questioned if the DDA needed to do anything with that issue. Director Heydlauff stated it was underway to find an artist to do the work.

Tim McQueer, BIBCO President, stated he appreciated all the work that was being done on the building, but the notification on some of the work could improve. Mr. McQueer stated their lease was up in 2028, and they would come to the Board and the Council for another five-year renewal in 2027. Mr. McQueer stated that price increases have been a large issue for ferry companies throughout Michigan. BIBCO is also in the process of hopefully building a new boat soon, a 150-ft. vessel that will hold 24 vehicles.

Director Heydlauff stated the lease for the BIBCO building would be handled by the DDA and the lease for the docks would have to go through the City Council process.

12. Adjourn

Chair Owens adjourned the meeting at 6:39 p.m.

Sarah J. Dvoracek/fgm City Clerk	Chair Owens Chair

RESOLUTION APPROVING AMENDMENT TO THE
TAX INCREMENT FINANCING PLAN AND DEVELOPMENT PLAN

Charlevoix Downtown Development Authority
County of Charlevoix, Michigan

Minutes of a regular meeting of the Board of the Charlevoix Downtown Development Authority, County of Charlevoix, State of Michigan, held on August 24, 2026, at 5:30 p.m., prevailing Eastern Time.

PRESENT: Members: ____

____

ABSENT: Members: ____

The following preamble and resolution were offered by Member ___________ and supported by Member ___________:

WHEREAS, the City of Charlevoix, County of Charlevoix, State of Michigan (the "City"), has previously established the Charlevoix Downtown Development Authority (the "Authority") pursuant to the provisions of the Downtown Development Authority Act, Act 197, Public Acts of Michigan, 1975, as amended ("Act 197"); and

WHEREAS, the Authority exercises its powers within the District designated by the City (the "District"); and

WHEREAS, in 1983, the Authority approved a Tax Increment Financing Plan and Development Plan (the "Original Plan") for the Development Area described in the Original Plan and the City Council approved the Original Plan by ordinance; and

WHEREAS, the Authority approved amendments to the Original Plan six times from 1989 through 2007, which were subsequently approved by ordinances of the City Council (the Original Plan, as amended, the "Existing Plan"); and

WHEREAS, it is necessary to amend the Existing Plan at this time to extend the duration of, and to add new projects to, the Existing Plan; and

WHEREAS, the Authority has prepared the Seventh Amendment to the Tax Increment Financing Plan and Development Plan of the Charlevoix Downtown Development Authority attached hereto as Exhibit A (the "2026 Plan Amendment"); and

WHEREAS, the Authority desires to forward the 2026 Plan Amendment to the City Council for further proceedings in accordance with the requirements of the Recodified Tax Increment Financing Act, Act 57, Public Acts of Michigan, 2018 ("Act 57").

NOW, THEREFORE, BE IT RESOLVED THAT:

1. It is hereby determined that it is in the best interest of the public to halt property value deterioration and increase property tax valuation to eliminate the causes of that deterioration, and promote economic growth, all as authorized by Act 57, and to this end the Authority hereby determines that it is in the best interest of the public to approve the 2026 Plan Amendment to enable the Authority to carry out its purposes more effectively.

2. The Secretary of the Authority is hereby authorized and directed to transmit a copy of the 2026 Plan Amendment together with a certified copy of this resolution to the City Council for further action as contemplated by Act 57 and to request the City Council to call a public hearing on the 2026 Plan Amendment.

3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution by and the same hereby are rescinded.

AYES: ____

____

NAYS: ____

RESOLUTION DECLARED ADOPTED.

____
Secretary

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Board of the Charlevoix Downtown Development Authority, County of Charlevoix, State of Michigan, at a regular meeting held on August 24, 2026 and that public notice of the meeting was given pursuant to and in full compliance with Act No 267, Public Acts of Michigan, 1976, as amended, and that minutes of the meeting were kept and will be or have been made available as required by the Act.

____
Secretary

EXHIBIT A

SEVENTH AMENDMENT TO THE TAX INCREMENT FINANCING PLAN AND DEVELOPMENT PLAN OF THE CHARLEVOIX DOWNTOWN DEVELOPMENT AUTHORITY

The City of Charlevoix approved its original Tax Increment Financing Plan and Development Plan by Ordinance 426 approved on May 16, 1983 (the "Original Plan"). The Original Plan has been previously amended six times from 1989 through 2007 (as amended, the "Plan"). The purpose of this Seventh Amendment to the Plan (the "Amendment") is to extend the duration of the Plan and to add new projects to the Plan.

Section II.D. and II.E. of the Plan are amended to add the following projects and estimated costs:

1. Alley Corridor Improvements

One of the primary priorities for TIF renewal is the implementation of improvements to alley corridors throughout the District. These enhancements are intended to encourage better traffic flow, improve access to the rear of buildings, facilitate refuse collection, and increase pedestrian accessibility. The estimated cost for these improvements, based on the 2025 RAP Grant in Van Pelt Alley, is between $5 and $7 million.

2. Parking Updates and Improvements

The District also requires updates and improvements to parking and parking lots. These upgrades aim to support increased usage and address maintenance needs across all parking areas. The expected cost for these projects, based on 2023 estimates, ranges from $3 to $6 million.

3. Maintenance and Updates to Public Spaces and Facilities

Regular maintenance and updates are needed for public spaces and facilities, including East Park, Hoffman Park, Water Tower Park, Bridge Park, and Veterans Park. Specific projects and their estimated costs are as follows:

a. East Park Performance Pavilion roof replacement: $100,000.00
b. Harbor Master HVAC and geothermal upgrades: $75,000.00
c. East Park stone and masonry repairs: $5,000.00 per year
d. East Park Sub Mariners Memorial repair: $35,000.00
e. East Park bathroom upgrades: $40,000.00
f. East Park Performance Pavilion audio/visual system upgrades: $100,000.00
g. Downtown sidewalks caulking and sealing joints in concrete: $7,000.00 per year
h. East Park Christmas tree replacement: $10,000.00
i. East Park/Marina splash pad upgrades and maintenance: $10,000.00 per year

4. Downtown Accessibility Improvements

To support universal design and ensure accessibility throughout downtown, improvements are planned. The estimated cost for these upgrades is $500,000.

5. Public Amenities and Utilities

Enhancements to public amenities such as streetlights, tree lights, pedestrian lights, bathrooms, wayfinding (both signage and digital), and public utilities are prioritized within the District. The projected cost for these improvements is between $3 and $4 million.

6. Marina Facility Projects

Projects at marina facilities are planned to encourage day-use, provide shopper docks, and add amenities that will stimulate additional commerce in the downtown area. The estimated cost for these projects is $1 million.

7. Ferry Dock Traffic Flow Improvements

Collaboration with BIBCO and BITA is planned to enhance and update traffic flow around the ferry dock, ensuring smoother movement and accessibility. The anticipated cost for these improvements ranges from $3 to $5 million.

8. Streetscape Enhancements

Streetscape improvements along US 31 and other downtown streets are designed to provide amenities that support pedestrians, enhance aesthetics, facilitate outdoor dining, accommodate special events, and promote recreational activities. The estimated cost for these enhancements is between $1 and $2 million.

9. Bridge Park Building Improvements

Improvements and updates to the Bridge Park building are also included in the renewal priorities. The projected cost for this work is $500,000.

Section II.I. of the Plan is amended to add the following regarding Statement of Proposed Financing Method and Ability to Arrange Financing:

The costs of development may be financed by donations received by the Authority, general obligation bonds or tax increment bonds issued by the City, tax increment bonds issued by the Authority pledging solely the tax increments and other revenues of the Authority, proceeds of special assessment districts created as provided by law and from money obtained from other sources approved by the Board of Directors of the Authority. The Authority intends to use all methods of financing available to it.

The attached table indicates the sources of revenue available to the Authority to pay the costs of the development for the duration of the Plan, based on captured assessed value of real and personal property within the Development Area. The Authority and the City have the legal ability to arrange financing for the development program.

Section IV. of the Plan – Amount of Bonded Indebtedness To Be Incurred is amended as follows:

The Authority and/or the City may issue bonds to finance part of the costs of the development program in an additional amount not to exceed $20 million.

Section V. of the Plan – Program Duration is amended as follows:

The Plan shall continue through and including December 31, 2051, unless the Plan is amended to extend or shorten its duration.

Section VII. of the Plan – Estimated Impact of Tax Increment Financing on Taxing Jurisdictions is amended to add the following tables regarding estimated tax increment revenues.

The attached tables show the estimated tax increment revenues and impact on the taxing units.

Charlevoix Downtown Development Authority
Projected Tax Increment Revenues
Fiscal Years Ending March 31, 2027 - 2052
August 21, 2026

FYE March 31,	DDA Taxable Value	Project Area Taxable Value	Project Area Initial Valuation	Project Area Captured Valuation	DDA Captured Millage [1]	Project Area Captured Millage [2]	DDA Millage Capture	Project Area Tax Millage Capture	Total Capture
2027	$ 41,255,468	$ 30,628,331	$ 1,484,900	$ 29,143,431	1.2530	20.5217	$ 51,693	$ 598,073	$ 649,766
2028	41,668,023	30,934,614	1,484,900	29,449,714	1.2530	20.1056	52,210	592,104	644,314
2029	42,084,703	31,243,960	1,484,900	29,759,060	1.2530	20.1056	52,732	598,324	651,056
2030	42,505,550	31,556,400	1,484,900	30,071,500	1.2530	20.1056	53,259	604,606	657,865
2031	42,930,605	31,871,964	1,484,900	30,387,064	1.2530	20.1056	53,792	610,950	664,742
2032	43,359,911	32,190,684	1,484,900	30,705,784	1.2530	20.1056	54,330	617,358	671,688
2033	43,793,511	32,512,591	1,484,900	31,027,691	1.2530	20.1056	54,873	623,830	678,704
2034	44,231,446	32,837,716	1,484,900	31,352,816	1.2530	20.1056	55,422	630,367	685,789
2035	44,673,760	33,166,094	1,484,900	31,681,194	1.2530	20.1056	55,976	636,969	692,946
2036	45,120,498	33,497,755	1,484,900	32,012,855	1.2530	20.1056	56,536	643,638	700,174
2037	45,571,703	33,832,732	1,484,900	32,347,832	1.2530	20.1056	57,101	650,373	707,474
2038	46,027,420	34,171,059	1,484,900	32,686,159	1.2530	20.1056	57,672	657,175	714,847
2039	46,487,694	34,512,770	1,484,900	33,027,870	1.2530	20.1056	58,249	664,045	722,294
2040	46,952,571	34,857,898	1,484,900	33,372,998	1.2530	20.1056	58,832	670,984	729,816
2041	47,422,097	35,206,477	1,484,900	33,721,577	1.2530	20.1056	59,420	677,993	737,412
2042	47,896,318	35,558,541	1,484,900	34,073,641	1.2530	20.1056	60,014	685,071	745,085
2043	48,375,281	35,914,127	1,484,900	34,429,227	1.2530	20.1056	60,614	692,220	752,834
2044	48,859,034	36,273,268	1,484,900	34,788,368	1.2530	20.1056	61,220	699,441	760,661
2045	49,347,624	36,636,001	1,484,900	35,151,101	1.2530	20.1056	61,833	706,734	768,567
2046	49,841,100	37,002,361	1,484,900	35,517,461	1.2530	20.1056	62,451	714,100	776,551
2047	50,339,511	37,372,384	1,484,900	35,887,484	1.2530	20.1056	63,075	721,539	784,615
2048	50,842,906	37,746,108	1,484,900	36,261,208	1.2530	20.1056	63,706	729,053	792,760
2049	51,351,335	38,123,569	1,484,900	36,638,669	1.2530	20.1056	64,343	736,642	800,986
2050	51,864,849	38,504,805	1,484,900	37,019,905	1.2530	20.1056	64,987	744,307	809,294
2051	52,383,497	38,889,853	1,484,900	37,404,953	1.2530	20.1056	65,637	752,049	817,686
2052	52,907,332	39,278,752	1,484,900	37,793,852	1.2530	20.1056	66,293	759,868	826,161

(1) DDA operating millage.

(2) Library 97 capture ends with the FYE 2027. See detail following.

Charlevoix Downtown Development Authority
Project Area Capture Detail
Fiscal Years Ending March 31, 2027 - 2052
August 21, 2026

FYE March 31,	Captured Valuation	City General Operating 8.7788 Mills	City Capital Improvement 1.200 Mills	City Refuse 1.000 Mills	Couty Allocated 4.4219 Mills	County Road 0.9862 Mills	Transit 0.2425 Mills	Grandvue 0.7396 Mills	Senior Citizen 0.6410 Mills	Recycle 0.1479 Mills	Library 97 0.4161 Mills	Parks 0.1454 Mills	County Veterans 0.0500 Mills	Recreation Authority 0.3284 Mills	EMS Authority 1.4239 Mills	CHX CO 911 0.000 Mills	Total
2027	$ 29,143,431	$ 255,844	$ 34,972	$ 29,143	$ 128,869	$ 28,741	$ 7,067	$ 21,554	$ 18,681	$ 4,310	$ 12,127	$ 4,237	$ 1,457	$ 9,571	$ 41,497	$ -	$ 598,073
2028	29,449,714	258,533	35,340	29,450	130,224	29,043	7,142	21,781	18,877	4,356	-	4,282	1,472	9,671	41,933	-	592,104
2029	29,759,060	261,249	35,711	29,759	131,592	29,348	7,217	22,010	19,076	4,401	-	4,327	1,488	9,773	42,374	-	598,324
2030	30,071,500	263,992	36,086	30,072	132,973	29,657	7,292	22,241	19,276	4,448	-	4,372	1,504	9,875	42,819	-	604,606
2031	30,387,064	266,762	36,464	30,387	134,369	29,968	7,369	22,474	19,478	4,494	-	4,418	1,519	9,979	43,268	-	610,950
2032	30,705,784	269,560	36,847	30,706	135,778	30,282	7,446	22,710	19,682	4,541	-	4,465	1,535	10,084	43,722	-	617,358
2033	31,027,691	272,386	37,233	31,028	137,201	30,600	7,524	22,948	19,889	4,589	-	4,511	1,551	10,189	44,180	-	623,830
2034	31,352,816	275,240	37,623	31,353	138,639	30,920	7,603	23,189	20,097	4,637	-	4,559	1,568	10,296	44,643	-	630,367
2035	31,681,194	278,123	38,017	31,681	140,091	31,244	7,683	23,431	20,308	4,686	-	4,606	1,584	10,404	45,111	-	636,969
2036	32,012,855	281,034	38,415	32,013	141,558	31,571	7,763	23,677	20,520	4,735	-	4,655	1,601	10,513	45,583	-	643,638
2037	32,347,832	283,975	38,817	32,348	143,039	31,901	7,844	23,924	20,735	4,784	-	4,703	1,617	10,623	46,060	-	650,373
2038	32,686,159	286,945	39,223	32,686	144,535	32,235	7,926	24,175	20,952	4,834	-	4,753	1,634	10,734	46,542	-	657,175
2039	33,027,870	289,945	39,633	33,028	146,046	32,572	8,009	24,427	21,171	4,885	-	4,802	1,651	10,846	47,028	-	664,045
2040	33,372,998	292,975	40,048	33,373	147,572	32,912	8,093	24,683	21,392	4,936	-	4,852	1,669	10,960	47,520	-	670,984
2041	33,721,577	296,035	40,466	33,722	149,113	33,256	8,177	24,940	21,616	4,987	-	4,903	1,686	11,074	48,016	-	677,993
2042	34,073,641	299,126	40,888	34,074	150,670	33,603	8,263	25,201	21,841	5,039	-	4,954	1,704	11,190	48,517	-	685,071
2043	34,429,227	302,247	41,315	34,429	152,243	33,954	8,349	25,464	22,069	5,092	-	5,006	1,721	11,307	49,024	-	692,220
2044	34,788,368	305,400	41,746	34,788	153,831	34,308	8,436	25,729	22,299	5,145	-	5,058	1,739	11,425	49,535	-	699,441
2045	35,151,101	308,584	42,181	35,151	155,435	34,666	8,524	25,998	22,532	5,199	-	5,111	1,758	11,544	50,052	-	706,734
2046	35,517,461	311,801	42,621	35,517	157,055	35,027	8,613	26,269	22,767	5,253	-	5,164	1,776	11,664	50,573	-	714,100
2047	35,887,484	315,049	43,065	35,887	158,691	35,392	8,703	26,542	23,004	5,308	-	5,218	1,794	11,785	51,100	-	721,539
2048	36,261,208	318,330	43,513	36,261	160,343	35,761	8,793	26,819	23,243	5,363	-	5,272	1,813	11,908	51,632	-	729,053
2049	36,638,669	321,644	43,966	36,639	162,013	36,133	8,885	27,098	23,485	5,419	-	5,327	1,832	12,032	52,170	-	736,642
2050	37,019,905	324,990	44,424	37,020	163,698	36,509	8,977	27,380	23,730	5,475	-	5,383	1,851	12,157	52,713	-	744,307
2051	37,404,953	328,371	44,886	37,405	165,401	36,889	9,071	27,665	23,977	5,532	-	5,439	1,870	12,284	53,261	-	752,049
2052	37,793,852	331,785	45,353	37,794	167,121	37,272	9,165	27,952	24,226	5,590	-	5,495	1,890	12,412	53,815	-	759,868

Exhbit A Financials	min	max
Alley Corridor	$5,000,000	$7,000,000
Parking	$3,000,000	$6,000,000
Maintenance	$910,000	$910,000
Accessibility	$500,000	$500,000
Public Amenities	$3,000,000	$4,000,000
Marina	$1,000,000	$1,000,000
Ferry Dock	$3,000,000	$5,000,000
Streetscape	$1,000,000	$2,000,000
Bridge Park Building	$500,000	$500,000
	$17,910,000	$26,910,000

REVISED DRAFT 5/23/1985 - AMENDMENT TO AGREEMENT TO SHARE A PORTION OF CAPTURED ASSESSED VALUATION

THIS AMENDMENT TO AGREEMENT made and entered into as of this 25th day of June, 1985, by and between the **CITY OF CHARLEVOIX,** sometimes hereinafter referred to as the "City" and the **CHARLEVOIX COUNTY BOARD OF COMMISSIONERS,** sometimes hereinafter referred to as "County Board", and the **CHARLEVOIX-EMMET INTERMEDIATE SCHOOL DISTRICT,** sometimes hereinafter referred to as "Intermediate School District" and the **CHARLEVOIX PUBLIC SCHOOL DISTRICT,** sometimes hereinafter referred to as "Charlevoix School District", and the **CITY OF CHARLEVOIX DOWNTOWN DEVELOPMENT AUTHORITY BOARD,** sometimes hereinafter referred to as "DDA Board", all being located within the County of Charlevoix, State of Michigan.

W-I-T-N-E-S-S-E-T-H:

WHEREAS, the City has heretofore created the DDA Authority and approved a Tax Increment Financing Plan and Development Plan; and

WHEREAS, the City, the DDA Board, the County Board, the Intermediate School District, and the Charlevoix School District have heretofore entered into an agreement to share a portion of captured assessed valuation, copy of which is attached hereto and marked Exhibit "A", pages 1 through 18; and

WHEREAS, the City, the DDA Board, the County Board, the Intermediate School District, and the Charlevoix School District, wish to enter into an amendment to modify the Agreement entered into and marked

Exhibit "A", to share a portion of captured assessed value as defined in MSA 5.3010(1) et seq., pursuant to MSA 5.3010(14)(4); and

WHEREAS, the City, the County Board, the Intermediate School District, the Charlevoix School District, and the DDA Board are authorized to enter into such agreements to share portions of the captured assessed valuation pursuant to MSA 5.3010(14)(4); and

WHEREAS, the City, the County Board, the Intermediate School District, the Charlevoix School District, and the DDA Board, by and through their respective legal representatives recognized that it would be in the best interest of each entity, individually, to exercise said authority to enter into an Agreement to share a portion of the captured assessed value of the district;

NOW THEREFORE, the City, the County Board, the Intermediate School District, the Charlevoix School District, and the DDA Board, acting by and through their legal and duly authorized representatives, and in exchange of and in consideration for the promises of each other, and pursuant to the mutual purposes, and desires of each to enter into this Agreement, agree as follows:

SECTION I

PURPOSE

The purpose of this Agreement is to amend the existing formula for sharing a portion of the captured assessed valuation of the Downtown Development Authority District pursuant to MSA 5.3010(14)(4).

SECTION II

STATUTORY AUTHORITY

This Agreement is entered into pursuant to the statutory authority granted under MSA 5.3010(14)(4).

SECTION III

AMENDMENTS TO DEFINITIONAL SECTION

Section IV, entitled "Definitions" of the existing Agreement is hereby amended to add and delete the following terms:

(r) and (s). Paragraphs (r) and (s), entitled Official SEV (Q) and Effective SEV (R), are hereby deleted in their entirety.

u.) K_1 shall mean the SEV of the Net DDA SEV (G) as of December 31, 1983.

v.) "Appreciation Factor (M_1)" shall be equal to the lessor of:

1. The current Net DDA SEV (G) as a percentage of the previous years Net DDA SEV [(G current divided by G previous year) minus 3%] or 100%, whichever is greater, or

2. The current Net SEV as a percentage of the previous years Net City SEV [(C current divided by C previous year) minus 3%] or 100%, whichever is greater.

w.) "Base Net DDA SEV (T)" upon execution of this Agreement, Base Net DDA SEV shall be determined by multiplying the appreciation factor (M_1) by (K_1). Thereafter, Current Base Net DDA SEV is determined by multiplying the appreciation factor (M_1) by the previous years Base Net DDA SEV (T current = M_1 x T previous year).

x.) "Excess Net DDA SEV (U)" shall be equal to the Base Net DDA SEV (T) minus (K_1).

y.) Existing Paragraph t entitled "Useful DDA SEV (S)" shall be re-defined to mean the Added Project SEV minus the Excess Project SEV, + the (Net DDA SEV) minus the (Base Net DDA SEV) [S = (J-P) + (G-T)].

SECTION IV

AMENDMENT TO EXISTING SECTIONS V and VI

The existing Section V, entitled "Sharing of Taxes" in the attached Exhibit "A", is hereby deleted in its entirety and existing Section VI is hereby deleted in its entirety and the following language shall be controlling and shall constitute the new Section VI:

In any tax year in which the Base Project SEV exceeds the Initial Project SEV (N is greater than H), taxes on the Excess Project SEV (P) shall be distributed by the DDA to the respective taxing jurisdictions on a pro-rata basis. In any new tax year in which the Base Net DDA SEV exceeds (K_1), taxes on the excess Net DDA SEV (U) shall be distributed by the DDA to the respective taxing jurisdictions on a pro-rata basis.

SECTION V

RESOLUTIONS OF AUTHORITY

The authority of the officials of the City to execute this Agreement is evidenced by the Resolution of the Charlevoix City Council # 85-7-5, passed on the 1st day of July, 1985.

The authority of the officials of the Charlevoix Board of Commissioners to execute this Agreement is evidenced by the Resolution of the County Board of Commissioners # --------, passed on the 26th day of June, 1985.

The authority of the officials of the Intermediate School District is evidenced by the Resolution of the Charlevoix-Emmet Intermediate School District Board # --------, passed on the 10th day of June, 1985.

The authority of the officials of the Charlevoix School District is evidenced by the Resolution of the Charlevoix Public School Board # ---, passed on the 17th day of June, 1985.

The authority of the officials of the Downtown Development Authority is evidenced by the Resolution of the Charlevoix Downtown Development Authority Board # -----, passed on the 1st day of July, 1985.

SECTION VI

GOVERNING LAW

This Agreement shall be governed and interpreted under the laws of the State of Michigan.

SECTION VII

EXECUTION

This Agreement shall be executed upon signature of the duly authorized representatives of the participating public agencies herein and upon such signature of said participating public agencies, said parties shall be bound to the terms and conditions of this Agreement.

IN WITNESS WHEREOF, the respective parties have caused this Agreement to be executed pursuant to the authority of the respective parties.

Dated: July 22, 1985

CITY OF CHARLEVOIX

Hal M. Hill

By: Hal M. Hill, Mayor

Arlene L. Staley

By: Arlene L. Staley, City Clerk

ATTEST:

Arlene L. Staley

Arlene L. Staley,
City Clerk

Resolution approving this Agreement authorizing execution thereof, adopted July 1, 1985.

Dated: July 10, 1985

CHARLEVOIX COUNTY BOARD OF COMMISSIONERS

By: I. Lee Moerland, Chairman

ATTEST:

Jane E. Brannon

Jane E. Brannon,
County Clerk

Resolution approving this Agreement authorizing execution thereof, adopted June 26, 1985.

Dated: June 18, 1985

CHARLEVOIX-EMMET INTERMEDIATE SCHOOL DISTRICT

James Shepard

By: James Shepard, Superintendent

ATTEST:

Resolution approving this Agreement authorizing execution thereof, adopted June 10, 1985.

Dated: 7/16/85

CHARLEVOIX PUBLIC SCHOOL DISTRICT

By: C. Max Novak
Max E. Novak, President

ATTEST:

Resolution approving this Agreement authorizing execution thereof, adopted June 17, 1985.

Dated: July 25, 1985

CHARLEVOIX DOWNTOWN DEVELOPMENT AUTHORITY BOARD

By: Dr. Jeffrey L. Porter, Chairman

ATTEST:

James Mabee
James Mabee, Vice-Chairman

Resolution approving this Agreement authorizing execution thereof, adopted July 1, 1985, 1985.

PREPARED BY:
Mr. Jeffery W. VanTreese (P31858)
Charlevoix City Attorney
HOFFMAN, HOFFMAN & VanTREESE
103 Belvedere Avenue
Charlevoix, Michigan 49720

-Exhibit A-

Revised Draft 6/15/84

AGREEMENT TO SHARE A PORTION OF
CAPTURED ASSESSED VALUATION

This Agreement entered into as of the 29 day of June, 1984, by and between the City of Charlevoix, sometimes hereinafter referred to as the "City" and the Charlevoix County Board of Commissioners, sometimes hereinafter referred to as "County Board" and the Charlevoix-Emmet Intermediate School District, sometimes hereinafter referred to as "Intermediate School District" and the Charlevoix Public School District, sometimes hereinafter referred to as "Charlevoix School District" and the City of Charlevoix Downtown Development Authority Board, sometimes hereinafter referred to as "DDA Board", all being located within the County of Charlevoix, State of Michigan,

WITNESSETH:

WHEREAS, the City has heretofore created the DDA Authority and approved a Tax Increment Financing Plan; and

WHEREAS, the City, the DDA Board, and the respective tax jurisdictions, being the City, the County Board, the Intermediate School District, and the Charlevoix School District, wish to enter into an Agreement to share a portion of the captured assessed value, as defined in MSA 5.3010(1) et. seq., pursuant to MSA 5.3010(14) (4); and

WHEREAS, the City, the County Board, the Intermediate School District, the Charlevoix School District, and the DDA Board are authorized to enter into such Agreements to share portions of the captured assessed valuation pursuant to MSA 5.3010(14)(4); and

WHEREAS, the City, the County Board, the Intermediate School District, the Charlevoix School District, and the DDA Board, by and through their respective legal representatives recognize that it would be in the best interest of each entity, individually, to exercise said authority to enter into an Agreement to share a portion of the captured assessed value of the District;

NOW THEREFORE, the City, the County Board, the Intermediate School District, the Charlevoix School District, and the DDA Board, acting by and through their legal and dully authorized representatives, and in exchange of and in consideration for the promises of each other, and pursuant to the mutual purposes, and desires of each to enter into this Agreement, agree as follows:

SECTION I

PURPOSE

The purpose of this Agreement is to provide a formula for sharing a portion of the captured assessed valuation of the Downtown Development Authority District pursuant to MSA 5.3010(14)(4).

SECTION II

STATUTORY AUTHORITY

This Agreement is entered into pursuant to the Statutory Authority granted under MSA 5.3010(14)(4).

SECTION III

TERM

This Agreement shall be effective until terminated upon the termination of the Tax Increment Financing Plan heretofore approved by the City of Charlevoix and the DDA Board.

SECTION IV

DEFINITIONS

As used in this Agreement:

a. "State Equalized Value" shall mean the value of any property or properties as determined through the equalization process.

b. "State Equalized Valuation" shall mean the total state equalized valuation of all properties within a given area, district, or jurisdiction.

c. "SEV" shall mean State Equalized Value or State Equalized Valuation.

d. "City SEV (A)" shall be equal to the SEV of all properties within the Charlevoix City jurisdictiononal limits.

e. "DDA SEV (B)" shall be equal to the SEV of all properties within the DDA jurisdictional District.

f. "Net City SEV (C)" shall be equal to the SEV of all properties within City limits, less the SEV of properties within the DDA District. (C = A - B).

g. "Initial SEV (D)" shall mean the initial, or frozen" SEV of properties within the DDA District, as determined under MSA 5.3010(1) et. seq.

h. "Added SEV (E)" shall mean that portion of the DDA SEV remaining, after substracting the Initial SEV; also known as the "captured SEV". (E = B - D).

i. "Project SEV (F)" shall be equal to the SEV of all properties within the project area, as defined and depicted in Exhibits "A" (Map) and "B" (Legal Description), attached hereto and incorporated herein by reference.

j. "Net DDA SEV (G)" shall mean that portion of the DDA SEV remaining, after substracting the Project SEV, (G = B - F).

k. "Initial Project SEV (H)" shall mean the initial, or "frozen" SEV of properties within the project area, as determined under MSA 5.3010(1) et. seq.

l. "Added Project SEV (J)" shall mean that portion of the Project SEV left, after substracting the Initial Project SEV; also known as the "captured SEV within the Project Area". (J = F - H).

m. "Initial Net DDA SEV (K)" shall mean the initial or "frozen" SEV of properties within the DDA District that are located outside the Project Area, as determined under MSA 5.3010(1) et. seq.

n. "Added Net DDA SEV (L)" shall mean that portion of the Net DDA SEV left, after substracting the Initial Net DDA SEV; also known as the "captured SEV outside the Project Area". (L = G - K).

o. "Appreciation Factor (M)" shall be equal to the lessor of:

1. The current Project SEV, as a percentage of the previous Year's Project SEV (F current - F previous year); or

2. The current Net SEV as a percentage of the previous Year's net City SEV (C current - C previous year).

p. "Base Project SEV (N)" - Upon execution of this Agreement, Base Project SEV shall be determined by multiplying the Appreciation Factor (M) by the Initial Project SEV (N = M x H). Thereafter, Current Base Project SEV is determined by multiplying the Appreciation Factor by the previous Year's Base Project SEV (N current = M x N previous year).

q. "Excess Project SEV (P)" shall be equal to the Base Project SEV minus the Initial Project SEV (P = N - H).

r. "Official SEV (Q)" shall mean, for any taxing jurisdiction, the SEV of all properties within the taxing jurisdiction but outside the City jurisdictional limits, plus the Net City SEV, plus the Initial SEV. (The Official City SEV is therefore Q city = C + D).

s. "Effective SEV (R)" shall mean, for any taxing jurisdiction, the Official SEV of the taxing jurisdiction, plus the Added Net DDA SEV, plus the Excess Project SEV. (The Effective City SEV is therefore R city = Q city + L + P).

t. "Useful DDA SEV (S)" shall mean the Added Project SEV, minus the Excess Project SEV (S = J - P).

SECTION V

NON CAPTURE OF TAXES IN ADDED NET DDA SEV (L)

The DDA Authority shall, after capture, distribute all captured taxes on the Added Net DDA SEV (L) to the respective tax jurisdictions on a pro rata basis and the DDA shall not retain any portion of such taxes.

SECTION VI

SHARING OF TAXES ON THE EXESS PROJECT SEV (P)

In any tax year in which the Base Project SEV exceeds the Initial Project SEV (N is greater than H), taxes on the Excess Project SEV (P) shall be distributed by the DDA to the respective taxing jurisdictions on a pro rata basis.

SECTION VII

RESOLUTIONS OF AUTHORITY

The authority of the officials of the City to execute this Agreement is evidenced by the Resolution of the Charlevoix City Council # 84-6-4 passed on the 18th day of June, 1984.

The authority of the officials of the Charlevoix Board of Commissioners to execute this Agreement is evidenced by the Resolution of the County Board of Commissioners # 84-060 passed on the 27th day of June, 1984.

The authority of the officials of the Intermediate School District to execute this Agreement is evidenced by the Resolution # ----- passed on the 25th day of June, 1984.

The authority of the officials of the Charlevoix School District to execute this Agreement is evidenced by the Resolution of the Charlevoix School District Board # ---, 18th day of June, 1984.

The authority of the officials of the Charlevoix Downtown Development Authority Board to execute this Agreement is evidence by that Resolution of the DDA Board # ----, 13th day of June, 1984.

SECTION VIII

GOVERNING LAW

This Agreement shall be governed and interpreted under the laws of the State of Michigan.

SECTION IX

EXECUTION

This Agreement shall be executed upon signature of the duly authorized represenatives of the participatin public agencies herein and upon such signature of said participating public agencies, said parties shall be bound to the terms and conditions of this Agreement.

IN WITNESSETH WHEREOF, the respective parties have caused this Agreement to be executed pursuant to the authority of the respective parties.

COUNTY OF CHARLEVOIX:

By: ______________________

Attested:

____
Charlevoix County Clerk
Jane E. Brannon

Resolution approving the Agreement authorizing execution thereof, adopted the 27th day of June, 1984.

CITY OF CHARLEVOIX:

By: ______________________
Honorable Mayor Kenneth Staley

By: ______________________
James Brinker, Clerk/Treasurer

Attested:

____
City Clerk, James Brinker

Resolution approving the Agreement authorizing execution thereof, adopted 18th day of June, 1984.

EMMET-CHARLEVOIX INTERMEDIATE
SCHOOL DISTRICT:

By: James S Shepard

Attested:

Linda Jo Weller

Resolution approving the Agreement authorizing execution thereof, adopted 25th day of June, 1984

CHARLEVOIX SCHOOL DISTRICT:

By: V R Alach

Attested:

Linda Jo Weller

Resolution approving the Agreement authorizing execution thereof, adopted 18th day of June, 1984.

CHARLEVOIX DOWNTOWN DEVELOPMENT
AUTHORITY BOARD:

By: ______________________________

Attested:

____

Resolution approving the Agreement authorizing execution thereof, adopted 13th day of June, 1984.

Exhibit A

MAP OF PROJECT BOUNDARIES
Charlevoix DDA Tax Sharing Agreement

Tax Capturing Area

DOWNTOWN DEVELOPMENT AUTHORITY
City of Charlevoix, Michigan

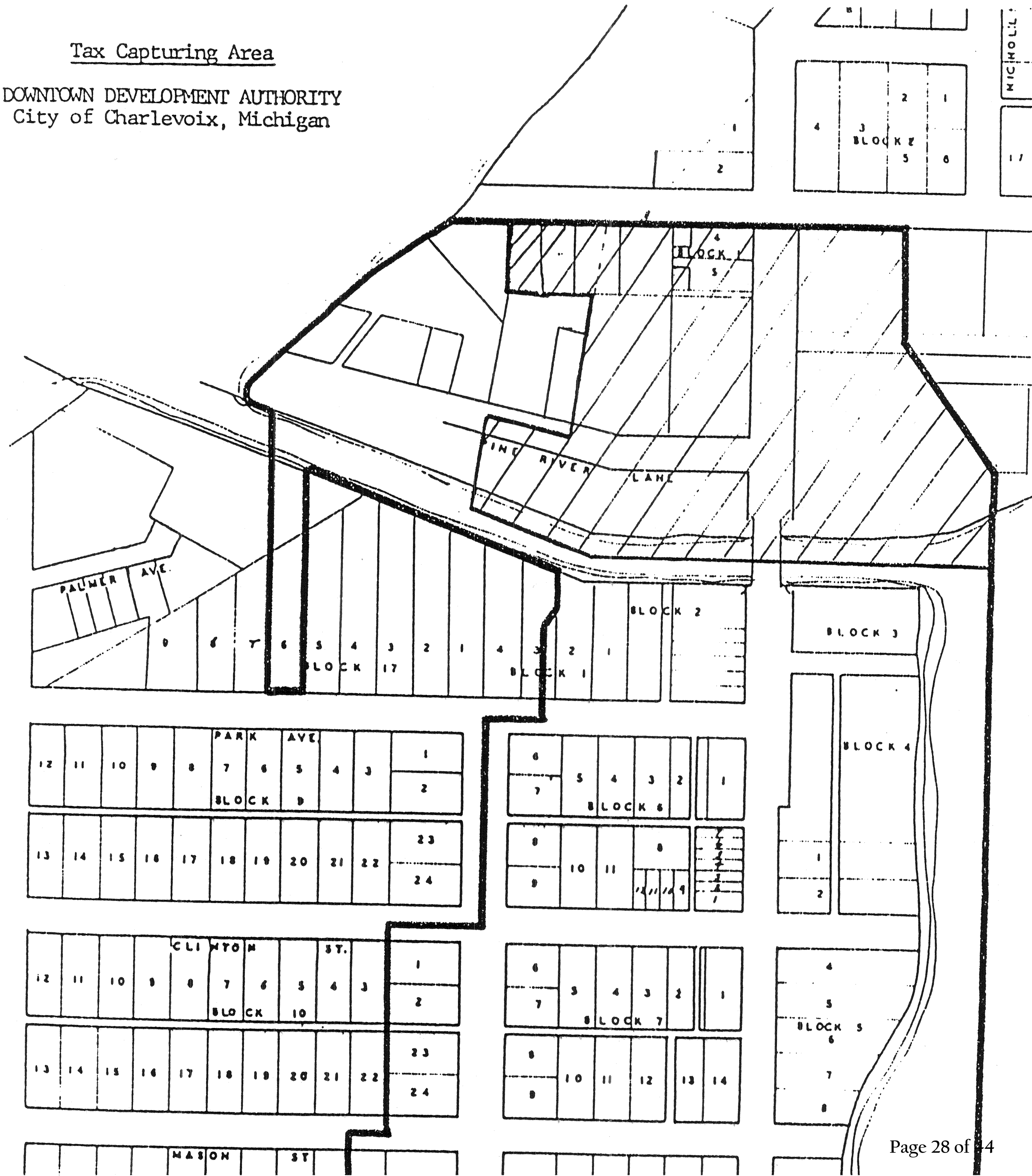

Exhibit B

LEGAL DESCRIPTION OF PROJECT BOUNDARIES
Charlevoix DDA Tax Sharing Agreement

June 12, 1984

Description of Project Area Downtown Development Authority in the City of Charlevoix

Beginning at the intersection of the center line of Bridge St. with the center line of Dixon Ave., thence Easterly along center line of Dixon Ave. 252.9 ft., thence South 231 ft., thence West 35.2 ft. to an angle point in the Northerly line of the former E. James Hiller property described in Liber 187, Page 832 Charlevoix County records, thence South 52 degrees 08'25" East along said Hiller property 261.9 ft., thence continuing along said Hiller property South 1 degree 38'28" West 34.94 ft. to the shore of Pine River Channel, thence continuing along said line to the center line of said Channel, thence Westerly along center line of said Channel to a point South of a line on Pine River Lane 497 ft. West of West line of Bridge St., thence North to a point which is 497 ft. West of West line of Bridge St., thence Easterly 160 ft. along Southerly line of Pine River Lane, thence Northerly to Northerly line Pine River Lane to a point 336.29 ft. West of Westerly line of Bridge St., thence N 10' East 252.3 ft., thence Westerly 160 ft., thence Northerly to the center line of Dixon Ave., thence Easterly to the point of beginning, being part of Sec. 26, T34N, R8W.

carried.

The Chairman reviewed a letter from the Charlevoix Chamber of Commerce regarding a meeting to be held in Manistee to review the Medusa fish planting. He also discussed activities of the County Transportation Authority.

RESOLUTION--DOWNTOWN DEVELOPMENT AUTHORITY AGREEMENT (#84-060)

Moved by Commissioner Sutliff that the Agreement to Share a Portion of Captured Assessed Valuation be ratified and that the Chairman authorized to sign the same. There being no objections, the Clerk was instructed to cast a unanimous ballot. Motion carried.

OTHER REPORTS

Commissioner Breakey indicated that Roger Moses wishes to purchase the Ford LTD (retired patrol car) that is to be scrapped, for the sum of $80.

Commissioner Matthew indicated he attended a recent Townships' Association meetingat which concerns about the house numbering were expressed. Commissioner Harmon reported that Mr Carson has hired a person for the numbering project through the Youth Training Program.

Commissioner Harmon also reported that the Bear River Bridge should be completed on schedule.

Commissioner Smith indicated that a $19,000 grant for completion of the Forestry Study has been obtained.

Commissioner Matthew reviewed a letter from Peter Patterson regarding Teamsters Welfare Fund back charges.

A letter from the Department of Corrections regarding a meeting with the Sheriff and the Board to discuss deficiencies in jail facilities was referred to committee for review.

Moved by Commissioner Harmon that the meeting be adjourned. All present in favor.

Next meeting, Wednesday, July 11, 1984 at 9:30 AM.

JANE E. BRANNON
County Clerk

I. LEE MOERLAND
Chairman

STATE OF MICHIGAN)
County of Charlevoix) ss

I, Jane E. Brannon, County Clerk, do hereby certify that this is a true copy of the approved minutes of the Charlevoix County Board of Commissioners meeting held June 27, 1984 and that the Board on that date did adopt the above referenced resolution #84-060, "Downtown Development Authority Agreement."

Jane E. Brannon

Jane E. Brannon

CHARLEVOIX COUNTY
BOARD OF COMMISSIONERS
COUNTY BUILDING
CHARLEVOIX, MICHIGAN 49720

RESOLUTION

WHEREAS, the Charlevoix Downtown Development Authority Board has proposed an Amendment to the June 15, 1984, "Agreement to Share a Portion of Captured Assessed Valuation";

WHEREAS, this proposed Amendment entails the alteration of the applicable formula(s) used to calculate the captured assessed values;

WHEREAS, the proposed amended formula(s) are intended to achieve the end results expressed in a "Letter of Intent" submitted to the Charlevoix County Board of Commissioners by Charlevoix City Attorney, Jeff VanTreese, dated June 18, 1985;

WHEREAS, the proposed amended formula(s), properly applied to the respective designated areas illustrated in the "Letter of Intent", do achieve the ends intended by the Downtown Development Authority;

WHEREAS, the Charlevoix-Emmet Intermediate School District has previously approved this proposed Amendment;

BE IT THEREFORE RESOLVED that the Charlevoix County Board of Commissioners approves of the Amendment to the Agreement to Share a Portion of Captured Assessed Valuation and authorizes the Chairman to execute the proposed Amendment.

6/26/85
Date

I. Lee Moerland, Chairman

STATE OF MICHIGAN)
County of Charlevoix) ss

I, Jane E. Brannon, County Clerk do hereby certify that the foregoing is a true copy of a resolution adopted by the Charlevoix County Board of Commissioners at a regular session held June 26, 1985.

Jane E. Brannon
Jane E. Brannon

85-040

Resolution No. 84-6-4

APPROVING DDA TAX SHARING AGREEMENT
City of Charlevoix, Michigan

WHEREAS, Ordinance 426 authorizes the capturing of certain taxes in the Central Business District by the Downtown Development Authority (DDA) through a tax increment financing plan; and

WHEREAS, it is prudent and reasonable to contain the amount of taxes captured by the DDA to a portion of those levied on properties within the project area, north of the U. S. 31 bridge;

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CHARLEVOIX, that it hereby approves and authorizes the Mayor and City Clerk/Treasurer to execute the DDA Sharing Agreement, as proposed by the Charlevoix DDA at its June 13th meeting.

RESOLVED, this 18th day of June, 1984, A.D.

Motion — It was moved by Clayton Healey, supported by Patricia Conkle, that the nominations be closed. Motion carried.

Balloting:

Beverly Sobleski - Carol Hanson
Gloria Wilhelm - Herbert Carpenter
Robert Anderson - Herbert Carpenter
Patricia Conkle - Herbert Carpenter
Clayton Healey - Herbert Carpenter
Opal Goldsmith - Carol Hanson

Motion — It was moved by Clayton Healey, supported by Beverly Sobleski, to appoint Herbert Carpenter to the Charlevoix-Emmet Intermediate School Board. Motion carried unanimously.

Salary Deliberations-- Beverly Sobleski and Patricia Conkle were appointed to a committee to study fringe benefits.

Motion — It was moved by Clayton Healey, supported by Robert Anderson, that support staff be granted a 4.8% salary increase. Motion carried.

Administrative Evaluation -- Administrative evaluation forms will be sent out with Board minutes along with Administrative salary information.

Coming Events -- The Legislative Consortium Dinner meeting will be held on Thursday, July 26 at the Park Place in Traverse City.

Adjournment -- Motion — It was moved by Clayton Healey, supported by Patricia Conkle, that the meeting be adjourned. Motion carried.

The meeting adjourned.

James S. Shepard

James S. Shepard, Secretary

svw

Charlevoix Public Schools
Board of Education Minutes

June 18, 1984

Vice President Elaine Martin called the regular meeting of the board of education to order at 7:30 P.M. in the high school study hall. Invocation was given by Kenneth Boss.

Present: Elaine Martin
Kenneth Boss
Ardeth Wieland
Doris Pearl

Absent: Max Novak
Steven Smith
Robert Drenth

Administrators present: G. VanWieren, V. Olach, V. Smith, R. Raymer

Four guests were welcomed by acting chairman Martin.

Moved by D. Pearl, supported by K. Boss that the minutes of the regular meeting of June 4, 1984, be approved as printed. Carried 4-0

Moved by A. Wieland, supported by D. Pearl that the Treasurer's report as of May 31, 1984, be approved as presented. Carried 4-0

Moved by K. Boss, supported by D. Pearl that General Fund bills in the amount of $30,754.67 and payrolls be authorized to be paid. Carried 4-0

Aartvark Studio	27.04	Bridge St. Hardware	232.95
Award Emblem Mfg. Co.	23.65	Cass Supply, Inc.	71.68
Brodart Co.	64.47	Certified Laboratories	170.19
3M	174.42	Charlevoix Agency, Inc.	142.00
Caedmon	28.03	Charlevoix Coop. Co.	246.98
The Computer Haus	111.25	Charlevoix Courier	410.19
Disposable Products Co.	94.50	Char-Em I.S.D.	1,338.88
Hillyard Inc.	1,808.45	Charlevoix Garbage	335.00
Terry Isenbarger	94.50	Charlevoix Township	45.80
Joe's Septic Tank Serv.	75.00	Commercial Equip. Co.	111.67
Thomas S. Klise Co.	480.00	Fochtman Motor Co.	402.53
Memory Lane Systems, Inc.	2,278.12	Gillespie Oil & Transit	96.62
Mich. Assoc. of Prof.	75.00	Glen's Market	11.77
Michigan Employment	2,162.01	Grand Traverse Overall	235.95
Michigan Negotiators	90.00	Island Telephone Co.	64.72
Nat. Assoc. of Princ.	100.00	Dennis M. Joy, M.D.	44.00
Pete's Office Equip.	88.60	Kit Carson Lumber Co.	1,347.03
Swanson Leasing Inc.	147.00	Krouse Tire	67.22
Dennis VanGuilder	442.00	Manthei Develop. Corp.	182.00
Walt Disney Media Co.	119.70	Master Charge	1,132.04
Frank Zednicek	40.00	McDonough's Market	268.77
Beaver Island Boat Co.	3.00	Island Airways	240.00
Beckley-Cardy Co.	182.18	Mich. Assoc. of Sch. Bds.	58.00
Ben Franklin	4.91	Mich. Bell Telephone	1,769.03

MINUTES OF MEETING

CHARLEVOIX-EMMET INTERMEDIATE SCHOOL BOARD

June 10, 1985
8:00 P.M.

Char-Em Service Center,
Charlevoix

Call to Order: The meeting was called to order by Opal Goldsmith, President.

Members Present: Opal Goldsmith, Herbert Carpenter, Clayton Healey, Robert Anderson, Patricia Conkle, Gloria Wilhelm

(One position vacant - Beverly J. Sobleski)

Members Absent: None

Others Present: James S. Shepard, Tom Caldwell, Shelley Deneau, Patricia Taylor, Kathy Ratchford, Barb Pratt, Susan Van Wieren, Barb Cihak

Introduction of Guests: Shelley Deneau and Barb Pratt were welcomed by President Opal Goldsmith.

Comm/Expressions from the Public Re: Agenda Items- There were no communications/expressions from the public regarding agenda items.

President Goldsmith declared a recess for the purpose of conducting the Truth in Taxation Hearing.

Truth in Taxation Hearing-- Jim Shepard stated that the Hearing was a combination Truth in Taxation Hearing and Budget Hearing.

He reviewed the following budgets: General Fund, Special Education, School Lunch Fund, Transportation Fund. Action will take place at a future time on the General Fund and Special Education budgets.

Board members felt that the budget breakout previously used was more useful and provided greater detail. Both types of printouts will be provided in the future--the printout that is sent to the Michigan Department of Education and the printout detailing program expenses on an individual basis.

There were no comments from the public.

The regular Board meeting resumed.

School Lunch/ Transportation Budgets, 1984-85- Motion: It was moved by Herbert Carpenter, supported by Patricia Conkle, to approve the school lunch and transportation budgets for 1984-85 as presented. Motion carried.

Minutes -- Motion: It was moved by Patricia Conkle, supported by Gloria Wilhelm, to approve the minutes of the May 13, 1985 Board meeting as sent to the Board. Motion carried.

Minutes of the Intermediate School Board Meeting,
June 10, 1985, continued.

Bills -- Motion — It was moved by Gloria Wilhelm, supported by Clayton Healey, to approve the bills for payment as presented: Special Education, $204,833.17; General Fund, $40,535.73. Motion carried.

Vehicle Bids -- Herbert Carpenter will meet with Jim Shepard to review bids for three 15-passenger vans, one pickup truck, and two cars. Additional bids may be sought from the bidders. Recommendations will be brought to the next Board meeting for action.

Charlevoix DDA-- Jim Shepard explained the DDA Agreement for an expanded area. In addition, a TIFA District (Ferry Avenue) has been included. There was considerable discussion about the ethical and legal aspects of diverting dollars initially voted by taxpayers for schools.

The County and Charlevoix Public School District have agreed to the arrangement and Jim Shepard recommended that the Intermediate School District follow their lead and also support the Agreement that has been worked out. Board members were concerned that in the long run the Intermediate District would stand to lose substantial amounts of money when valuation in the DDA area increases. Another concern expressed was the difficulty in explaining to voters why additional millage might be needed to make up for this loss.

Motion — Robert Anderson made a motion, supported by Gloria Wilhelm, to approve the DDA Agreement as presented. Roll Call Vote:

Gloria Wilhelm - Yes	Herbert Carpenter - No
Patricia Conkle -Yes	Clayton Healey - No
Robert Anderson -Yes	Opal Goldsmith - Yes

The motion carried 4-2.

94-142 Special Education Grant/ S.E. Plan -- The Special Education Plan and the 94-142 Grant have been approved by the Parent Advisory Committee, will be presented to the Superintendents on June 21st, then will be brought to the June 24th Board Meeting for approval.

Staff Reports -- Kathy Ratchford reviewed the rationale for moving the two developmental needs programs from East Jordan and Pellston to the Resort Center. This move is being made to better meet the needs of students.

Barb Pratt, Chairman of the Parent Advisory Committee, expressed her concerns about the move, but wanted the Board to know that she would work with administrators and teachers to see that the move was made in the best possible manner.

Tom Caldwell reported that there is no space available in any of the local school districts to house these programs; however, if the proposed move turned out to be not in the best interests of students, another move would somehow be made.

Barb Pratt also expressed her concern about teacher burn-out. She stated that the Parent Advisory Committee recommended one more aide per HIP program to offset this possibility. Barb also recommended that the Intermediate District do some prior work in the Pellston School District before moving the TMI Program and the Elementary HIP Program there. The Parent Advisory Committee is concerned about acceptance of the new students.

Tom Caldwell discussed space needs for the future.

Board Member Reports --

Gloria Wilhelm asked what progress has been made on erecting a new sign for the service center.

Patricia Taylor indicated that the current zoning is very restrictive and she is meeting with the zoning people this summer to see if a compromise can be worked out.

Letters of appreciation have been sent by the students to people involved in the Special Education Field Day.

Comm/Expressions from the Public Re: Non-agenda Items --

Barb Pratt, as Chair of the Parent Advisory Committee, would like to promote good communications by bringing parent advisory committee concerns directly to the Board. Some of the current concerns are the move to Resort Center, size of the HIP programs, and the move to Pellston. She also indicated that MAEDC had some concerns about the haste in which Resort Center was set up and had a recommendation to make that there be one person designated to make decisions.

The next Board meeting on June 24th will be a special meeting.

Adjournment -- Motion

It was moved by Clayton Healey, supported by Herbert Carpenter, that the meeting be adjourned. Motion carried.

The meeting adjourned.

James S. Shepard

James S. Shepard, Secretary

svw

by the DDA. The DDA must prove need before funds can be captured.

Motion — It was moved by Clayton Healey, supported by Patricia Conkle, to approve the Charlevoix Downtown Development Authority contract. Motion carried.

1983-84 Final Budget Revisions-- Motions

It was moved by Beverly Sobleski, supported by Gloria Wilhelm, to approve the 1983-84 General Fund Budget as presented: Income, $628,209 and Expenditures, $616,396. Motion carried.

It was moved by Robert Anderson, supported by Clayton Healey, to approve the 1983-84 Special Education Budget as presented: Incomes, $2,466,607 and Expenditures, $2,425,027. Motion carried.

Tentative Budgets 1984-85 -- James Shepard reviewed the proposed budgets for 1984-85.

Motions — It was moved by Robert Anderson, supported by Beverly Sobleski, to approve the tentative General Fund Budget for 1984-85 as presented: Incomes, $577,873; Expenditures, $577,803. Motion carried. (A copy is attached to the official minutes.)

It was moved by Clayton Healey, supported by Patricia Conkle, to approve the tentative Special Education Fund Budget for 1984-85 in the amount of $2,412,506. Motion carried. (A copy is attached to the official minutes.)

Board Member Resignation -- James Shepard read a letter from James F. O'Brien to Opal Goldsmith resigning his position as Board member.

Motion — It was moved by Patricia Conkle, supported by Beverly Sobleski, to accept James F. O'Brien's resignation with regret. Motion carried.

New Board Member Appointment -- James Shepard outlined the procedure followed to appoint a Board member replacement. The appointment would be for a one-year period. After that time, the person could run for a regular six-year term at the biennial election.

James Shepard reviewed vita of Carol Hanson and Herbert Carpenter.

It was suggested to encourage LEA superintendents and the PAC to be thinking about potential Board members for the upcoming election.

Clayton Healey nominated Herbert Carpenter as an ISD Board member.

Beverly Sobleski nominated Carol Hanson as an ISD Board member.

Mich. Con. Gas Co.	2,191.97	School Bus Parts Co.	25.99
Michigan Officeways	194.55	Seeley's Printing Serv.	229.95
National Chemsearch	68.22	Staley Hardware Co.	48.96
National Geographic	280.87	State of Michigan	250.00
Newman Visual Education	393.10	Thrun, Maatsch & Nord.	451.95
Oleson's Food Stores	102.48	Total Petroleum, Inc.	65.31
Parker Publishing Co., Inc.	40.39	Twin Bay, Inc.	12.84
Petty Cash - Internal Acct.	469.53	Van's Business Mach.	952.63
Petty Cash-H.S.	48.05	Wojan Alum. Products	259.53
Riegle Press, Inc.	68.67	City of Charlevoix	5,500.94
Sax Arts and Crafts	32.03	Mich. Con. Gas Co.	861.36
SPD Sand & Gravel	65.00	U.S. Post Office	400.00

Moved by D. Pearl, supported by A. Wieland that Public Library Fund bills in the amount of $1,870.28 be authorized to be paid. Carried 4-0

Baker & Taylor	13.00	Kwikie Dupl. Ctr.	20.25
Berrien Bindery	174.39	Eugene Liotta	15.30
Charlevoix Garbage Serv.	20.00	Literary News Center	67.70
City of Charlevoix	115.63	Mich. Con. Gas Co.	191.89
Detroit Free Press	4.80	Anne Pfluecke	15.00
Louise Everts	20.28	Thompson News Agency	426.42
Flowers by Express. Unltd.	34.00	Waldenbooks	260.81
Harris Publishing Co.	83.00	Mary Beth Wallick	20.00
Horizon Book Store	387.81		

Supt. VanWieren reported that the summer math study was progressing well with at least two teachers from each building working on curriculum update and elementary records update. He stated that by the end of the week all the planned work should be accomplished.

Engineer Al Ranger presented a plan for draining, surfacing and resurfacing the high school parking lot. He explained that the problem over the years has been that the land is very level and there is no natural grade for drainage. He divided the area into four sections; large parking lot, area by boiler room, area by band room and the front parking lot and told how the various areas could most successfully be completed as a total unit or as individual projects. The Building & Site Committee was requested to meet soon to make recommendations to the board of education.

Moved by A. Wieland, supported by D. Pearl that the budget for the 1984-85 school year be accepted as presented. (See attached.) Carried 4-0

Moved by D. Pearl, supported by A. Wieland that the board of education approve the agreement with the City of Charlevoix Downtown Development Authority (DDA) to share a portion of captured assessed valuation. (See attached agreement.) Carried 4-0

Moved by K. Boss, supported by D. Pearl that the letter of resignation from Cynthia Haynes be accepted with regret and that the board thank her for a job well done and wish her well in the future. Carried 4-0

Moved by D. Pearl, supported by A. Wieland that the board of education grant Cara Hochhalter an extension to her leave of absence for the 1984-85 school year. Carried 4-0

Moved by K. Boss, supported by A. Wieland that the board of education approve the payment of $63,119.20 to First of America Bank-Detroit for bonds dated 4-1-59. Carried 4-0

Moved by A. Wieland, supported by D. Pearl that the board of education approve the payment of $112,924.49 to National Bank of Detroit for bonds dated 7-1-68. Carried 4-0

A parent, Kay Balch, appeared before the board to express concern because her daughter's locker at the high school was cleaned out by school employees following the close of school for summer vacation. The board apologized but explained that because school was out the employees assumed the locker had been abandoned.

Moved by D. Pearl, supported by A. Wieland that Laurie J. Keller be employed as a part-time math teacher for the 1984-85 school year as soon as legal requirements of posting have been met. Carried 4-0

Moved by D. Pearl, supported by A. Wieland that the board go into executive session to discuss negotiations. Carried 4-0

The board adjourned to executive session at 8:50 P.M. and returned to the table at 9:25 P.M.

Moved by A. Wieland, supported by D. Pearl that the board return to regular session. Carried 4-0

Acting chairman Martin adjourned the meeting.

Kenneth J. Boss
Secretary

I hereby certify that the above is a true copy of the minutes on file in the central office of the Charlevoix Public Schools located at 208 Clinton St., Charlevoix, Michigan.

Lillian Carr

Lillian Carr
Notary Public in and for the County of Charlevoix, Charlevoix, Michigan
My commission expires June 11, 1986
Dated this 22nd day of June, 1984.

Board of Education Meeting June 17, 1985

Secretary Boss called the regular meeting of the Board of Education to order at 7:30 p.m. in the high school study hall. Invocation was given by Robert Drenth.

Present: K. Boss
D. Pearl
R. Drenth
R. Moore

Absent: M. Novak
E. Martin
A. Wieland

Administrators present: G. VanWieren, V. Olach, V. Smith, D. Smith, and D. VanGuilder

Guests present: B. Cook, F. Martin, J. Pearl, Tom and Craig Bloxom

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Business Manager Olach explained the DDA & TIFA's capture areas again and told the board the schools would loose about $45,000 in the first year of the program. Again he said we had no choice but to settle with the DDA. Under the law they could capture any area of the city they wanted.

Moved by R. Moore, supported by D. Pearl, that the board of education approve the DDA & TIFA proposals, under protest, as presented and authorize Pres. Novak to represent the board of education in signing any documents.
Carried 4-0

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Secretary K. Boss adjourned the meeting at 8:12.

Kenneth J. Boss
Secretary

RESOLUTION No. 85-6-2
CITY OF CHARLEVOIX

WHEREAS, the City of Charlevoix and the Downtown Development Authority of said City has heretofore levied a tax of 2 mill upon the Downtown District,

WHEREAS, the Section 34 of the General Property Tax Act provides that a City or other Authority shall reduce its maximum authorized millage rate so that total property taxes levied for that unit of government does not exceed that which would have been levied based on the assessed valuaton,

WHEREAS, it has been determined that a reduction of the total authorized rate is required on the Downtown Development Authority 2 mill levy,

NOW, THEREFORE BE IT RESOLVED

That the roll back fraction for the 2 mill Downtown Development levy shall be 1.979 mills.

Yeas: Councilmembers Bellows, Muma, Greeley, Timms & Wood

Nays: None

Absent: Councilwoman Roloff

Hal M. Hill

Mayor Hal M. Hill, Mayor

Attest: Arlene L. Staley

Arlene L. Staley, Clerk

Downtown Development Authority

June 13, 1984

218 Bridge Street

The meeting was called to order at 12:10pm

Present were: Jeff Porter, Gene Steele, Alyce Lesser, Ken Staley, James Brinker, James Mabee.

Minutes of the May 30th meeting were read and approved.

Discussion of the draft for the DDA project area. The agreement between the involved taxing authorities, the City, the County, the Intermediate School District, and the School district was discussed by Jim Mabee and Jim Brikker who attended the June 12th meeting. Resolved by alyce Lesser and seconded by Jim Mabee that: "The Charlevoix Downtown Development Authority adopt the contractural agreement among the City of Charlevoix, County of Charlevoix, Charlevoix School District, the Charlevoix School District, and the DDA. This agreement shall be executed upon signature of the duly authorized representatives of the participating public agencies, and said parties shall be bound to the terms and conditions of this agreement."

Further discussion of this area lead toward a letter to be drafted and sent to the City councit, that will point out the fact that the DDA is linited in its area that it can collect revenue, but in the view of the City Council is responsible for capital improvements in the entire downtown area. Jeff Porter will present a rough draft at the next meeting of the DDA.

Jim Brinker reported the district from which the DDAderives its revenue has an SEV of $566,240 and at 46.233 mils would generate this year approximately $26,196. Approximately $35,000 is available for use in East Park.

It was agreed that prioritioies for East Park would be the ends of Mason street, Clinton street, and the re-grading of the parking lot behind the theater.

The parking area in the Park Ave. area was discussed and it was agreed upon that all excess monies be used to acquire parking in this area.

Alyce Lesser reported on the Michigan DDA meeting in Travese City held June 7th and 8th.

Next Meething of the DDA June 27th , 218 Bridge St.

Meeting was adjourned at 1:15 pm.

Respectfully submitted,

Jeffrey L. Porter, acting secretary

RESOLUTION
CITY OF CHARLEVOIX

WHEREAS, the City of Charlevoix has heretofore created a Downtown Development Authority pursuant to Public Act 197 of the Public Acts of 1975, as amended, and

WHEREAS, said Public Act allows for the taxing jurisdictions to enter into an agreement to share the captured assessed valuation, and

WHEREAS, it is deemed to be in the interest of the Downtown Development Authority to enter into an agreement to share the tax increment funds,

NOW, THEREFORE BE IT RESOLVED

That the Downtown Development Authority shall enter into the Agreement to Share a Portion of Captured Assessed Valuation and the Chairman and Secretary are hereby authorized to enter into said agreement on behalf of the Downtown Development Authority.

The above Resolution was approved by the Board of the Downtown Development Authority the following yea and nay vote.

Yeas: Hugh Mason, Robert Lieberman, Jeff Porter, Gene Steele and Jim Mabee

Nays: None.

Absent: Hans Wiemer, Jeannine Wallace, Hal Hill and Alyce Lesser

Jeffrey Porter, Chairman

Attest: Robert Lieberman, Secretary