

REGULAR BOARD MEETING

MINUTES

Monday, January 11, 2021 at 6:00 PM

Zoom Meeting

1) CALL TO ORDER at 6:00 PM - By Chairperson Matt Davis.

2) ROLL CALL - Present: Lucy Blair, Matt Davis, Ben Holben, Sean LeFere, Michael Murphy, Ryan Underhill, and Tom Tarkiewicz. None Absent.

Also Present: Jon Bartlett, Finance Director; Eric Zuzga, Special Projects Director; Marguerite Davenport, Director of Public Services; James Durian, Chief Executive Officer, Marshall Area Economic Development Alliance; David Mark Revore, Attorney; and Richard Lindsey, Attorney.

3) APPROVAL OF MINUTES - Following Motion by Ryan Underhill, seconded by Lucy Blair, and upon Roll Call by Chairperson Matt Davis, Board Members unanimously approved the October 12, 2020, Minutes, as written.

4) FINANCIALS - Period ending December 31, 2020. For their January 11, 2021 meeting, Board Members were provided an Administrative Report, setting forth the bids the City of Marshall had received earlier the same day for the construction of infrastructure to support the development of Phase 1 of the Alwyn Downs property. As discussed by Director of Public Services, Marguerite Davenport, planned improvements include sanitary sewer and services, watermain and services, storm sewer and laterals, curb and gutter, asphalt road, and sidewalk. In summarizing the proposed sale of 15-year term Capital Improvement Bonds to finance these costs, Finance Director, Jon Bartlett stated the expected fiscal effects are that \$800,000 in bonds will be sold. The bonds are expected to be paid by increased tax revenues and any gap will be the responsibility of Norfolk Homes of Alwyn Downs, LLC, the Developer. Upon Roll Call, following Motion by Tom Tarkiewicz and seconded by Lucy Blair, the Board unanimously accepts the City of Marshall's Staff report concerning planned improvements for the purpose of Phase 1 development, their cost, and financing.

5) PUBLIC COMMENT - None.

6) PRESENTATIONS - None.

7) CONSENT AGENDA - No items.

8) NEW BUSINESS - Due to his affiliation with the Developer, Sean LeFere proposed to recuse himself from voting upon each of three new business items. Upon Motion by Tom Tarkiewicz, seconded by Ryan Underhill, the Board unanimously agreed to excuse Mr. LeFere. Action taken upon each of these items was as follows:

A. Alwyn Downs Development Agreement - For consideration at the meeting, the Developer delivered a DEVELOPMENT AGREEMENT PHASE 1 (Agreement) signed by its authorized representatives. The Agreement recognizes a need for new residential housing in the City of Marshall and cites in support the City Council's formation of the South Marshall Neighborhood Improvement Authority (Authority) as the most appropriate way to meet that need. The Agreement lists the public infrastructure improvements considered necessary, at a total estimated cost of \$900,000.00, to support the Phase 1 development, which is the construction of 19 two-story residential duplexes over a period of several years. The cost of public infrastructure is proposed to be financed by the issuance of bonds not exceeding that amount. Timing is important because the Developer will be responsible to complete the first residential structure by December 31, 2021, and the Authority will have finished the necessary public infrastructure by September 1, 2021, or as reasonably practicable. In the early years of the Agreement, the Developer is responsible to pay any shortfall between the incremental tax captured under the Authority and the annual amount of principal and interest due on the bonds.

Upon Roll Call by the Chairperson, following Motion by Lucy Blair, seconded by Michael Murphy, the Authority Board unanimously approves, in substantial form, the Development Agreement Phase 1, between the City of Marshall and the Developer, and authorizes the Board Chairperson to sign and forward the agreement to City Council for their approval.

Upon due consideration of the Recommendations made in the Administrative Report, referenced above in section 4, and without further discussion or questions, the Authority acted as follows upon each of the two remaining New Business Items:

B. Alwyn Downs Phase 1 Infrastructure Bids - Following Motion by Ben Holben, seconded by Ryan Underhill, and upon Roll Call, the Authority Board unanimously recommends that City Council approve the award of public infrastructure improvements, the Marview #2 Subdivision Street Construction, to Quality Excavators Inc., of Marshall, Michigan, in the amount of \$546,506 with an additional contingency of \$64,700, for a total of \$611,206.

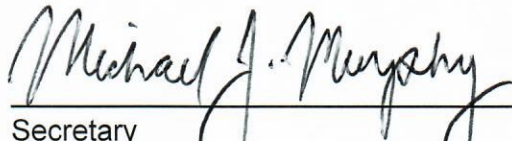
C. Alwyn Downs Phase 1 Bond Sale - Following Motion by Ryan Underhill, seconded by Lucy Blair, and upon Roll Call, the Authority Board unanimously recommends to City Council the approval of issuance of Capital Improvement Bonds, in an amount not to

exceed \$900,000 over a 15-year term with the first 4 years consisting of interest only payments. For this purpose, the Authority Board further recommends a Notice of Intent Resolution; Notice to Electors and Taxpayers; and/or such further action as the City Council may deem appropriate or lawful.

OLD BUSINESS- None.

BOARD COMMUNICATIONS - None.

ADJOURNMENT - Board Members unanimously resolved to adjourn at 6:35 PM.


Secretary
09/13/2021